Introduction to WordPress

[Click to schedule a meeting with the DITI Team](#)

Questions to consider when planning a website

- What is the purpose of this site?
- How can I make my site easy to use?
- Who is my audience?
- What site features will best support my goals and audience?

Wireframing

This is a great way to plan out a website before you jump into making pages and posts.

- Visit [MockFlow](#)
- Check out [Wireframe CC](#)

Best practices in website building

- Always remember your audience and think about how you want to represent your identity and your work to your audience.
- Use the "Preview" button (available on both WordPress and Wix) to see how your site will appear to your audience.
- More is not necessarily better! You want your website to be easy to navigate, informative, and appealing.
- Pick a theme/template that is compatible with mobile phones.
- Design choices should be based on the content you are communicating.
- For maximum readability, use simple fonts and a high color contrast between text and background color. This is particularly important for accessibility. For more information, explore the [Digital Accessibility Handout](#).
- For information on copyright, check out the [Copyright and Fair Use Handout](#).

Digital Integration Teaching Initiative
Important Vocabulary

- **Pages:** These are the main areas of your website that your audience will be able to navigate on your site's menu.
- **Posts:** These are blog or news posts that show up as you publish them.
- **Domain**: Your domain name is the unique URL that leads to your website.
- **Design:** the aesthetic choices for your website, including colors, font, and more.

Using WordPress:

1. Go to the [WordPress website](#) and click "Get Started" in the upper right hand corner.
2. Fill out the "Create a Site" information.
   a. Keep in mind the purpose of the website in entering this information.
3. Your dashboard
   a. Where you can add new posts and pages and customize your site.
4. Choose a Theme
   a. In the left-hand column of your dashboard, scroll to "Appearance" and then click the "Themes" button.
5. Add Pages and Posts
   a. Go to the left-hand column of your dashboard then either click "Pages" or "Posts" (depending on what you want to add).
   b. Click the "Add new" button on the top right hand corner of either the "Pages" or "Posts" page.
   c. Both will provide options to style your content (font size, colors, images, etc.)
6. Editing Pages and Posts
   a. Creating a new page will open up the visual editor.
   b. You can pick a predefined layout or start with a blank page. This is where you fill in your content!
7. Customize your site
   a. The "Customize" menu is a bar on the left-hand side that shows global changes you can make on your site.your dashboard and click "Customize."
   b. Site Menu
      i. In the "Customize" menu, go to "Menus," which will allow you to add pages, posts, and other content to the top menu bar.
         1. To get to the Customizer click "Design" on the left-hand column of
      ii. You can create dropdown menus by sliding one page under another.
   c. Header

_____

Northeastern University
**NULab for Digital Humanities and
Computational Social Science**

        i.   You can change your header by clicking "Site Identity" under the "Customize" menu.

8. Blocks

    a. WordPress pages are organized into pre-formatted sections called **"blocks."**

        i.   Think about where and how you want your information to be presented.

    b. Blocks allow you to manipulate the layout of the page. The different kinds of blocks are organized into categories, including: text, media, design, widgets, theme, embeds, and "crowdsignal" or poll blocks.

    c. You can see all of the options by pressing **"browse all"** after selecting the "+" button to add a block.

_____