

## wpFolio - Help Document

Thank you for downloading another great theme by wpfeed.com.

We tried to make things easy for you but if you still need any help please contact us at: [wpfeed@gmail.com](mailto:wpfeed@gmail.com)

## **First Steps**

Start by going to appearance tab and activate wpFolio theme.

Pages – there are 3 pages you must create and 2 more pages we recommend you open.

**Homepage** – a page holds the homepage template. Create a page and choose homepage template. Leave the data blank.

**Blog** – a page for the blog posts. No need to choose template.

**Portfolio** – a page for the portfolio section. Choose portfolio template.

**About** – you can create this page for your full bio or about text.

**Contact Us** – create this page and later after activating the Contact Form plugin, you can paste the form code in it (should look like this: [contact-form 1 "Contact form 1"])

After creating the pages go to:

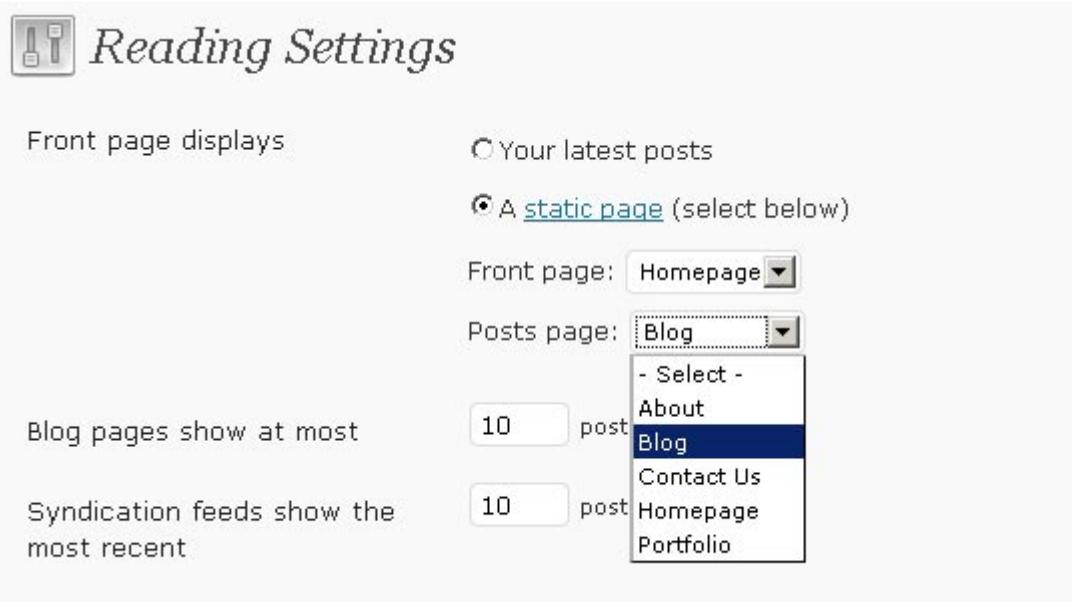
Settings -> Reading

And for the Front page displays choose static page.

Front page: choose Homepage.

Posts page: choose Blog.

(See pic 1).



**PIC1**

Categories – you must create 3 categories (except from the regular ones) (See pic 2).

**Featured** – for the featured carousel

**Portfolio** – to display the current post as a portfolio work

**Latest** – to show this post on the homepage

Bulk Actions			
Name	Description	Slug	Posts
Latest	Latest	latest	0
Portfolio	Portfolio	portfolio	0
Featured	Featured	featured	0
Category 1	Category 1	category-1	1

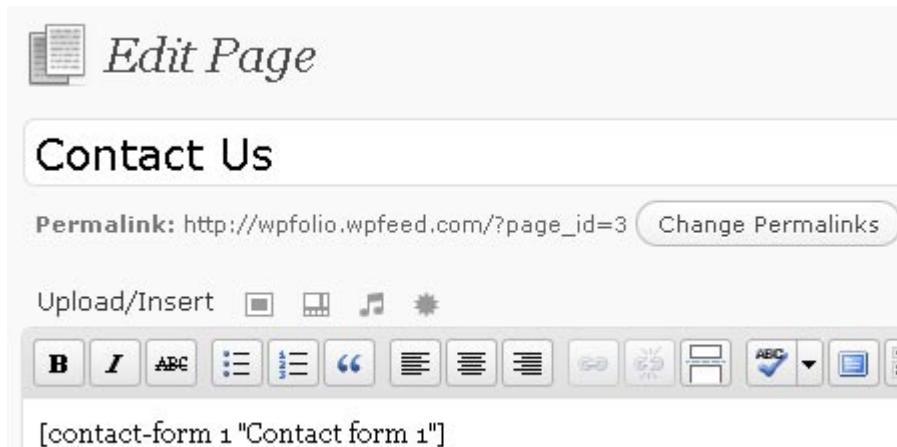
Bulk Actions			
Name	Description	Slug	Posts

## PIC 2

Plugins

Go to plugins - > add new and search for **Contact Form 7**.

**Contact Form 7** – If you created the Contact Us page, now you can fill it with a form. We already created the style for this plugin, so you can create a form, and paste it in the page. (See Pic 4)



The screenshot shows the WordPress editor interface for a page titled "Contact Us". At the top, there's a toolbar with "Edit Page" and other options. Below the title, the page content area contains the text "[contact-form 1 "Contact form 1"]". Above the content area, there are several meta-options: "Permalink: http://wpfolio.wpfeed.com/?page\_id=3" with a "Change Permalinks" button, and a "Upload/Insert" button followed by icons for image, video, audio, and file. Below these are standard WordPress rich-text editing tools like bold, italic, and underline buttons, along with alignment and style controls.

## PIC 4

## Theme Options

There are several options you can use to modify text and style of your theme

Go to Appearance -> wpFolio Options

Here you can choose the theme color, enter the intro text, insert more about me text, address, country, email, phone, and twitter username for twitter feed.  
(See *Pic 5*)

*wpFolio settings*

**wpFolio settings saved.**

**Your wpFolio Style**

**Theme Stylesheet**  Please select your colour scheme here.

**Your Intro Text**

**Intro Text**

Hi, we are [wpfeed.com](#) and this is our website.<br /> You can contact us, read about us and view our latest projects.

Enter your Intro Text.

**Your Facebook and Twitter Links**

**Facebook**  Enter your facebook URL.

## **PIC 5**

## **Information and Posts**

There are 2 different kind of posts, a blog post and the other is a portfolio work/project which written as a post.

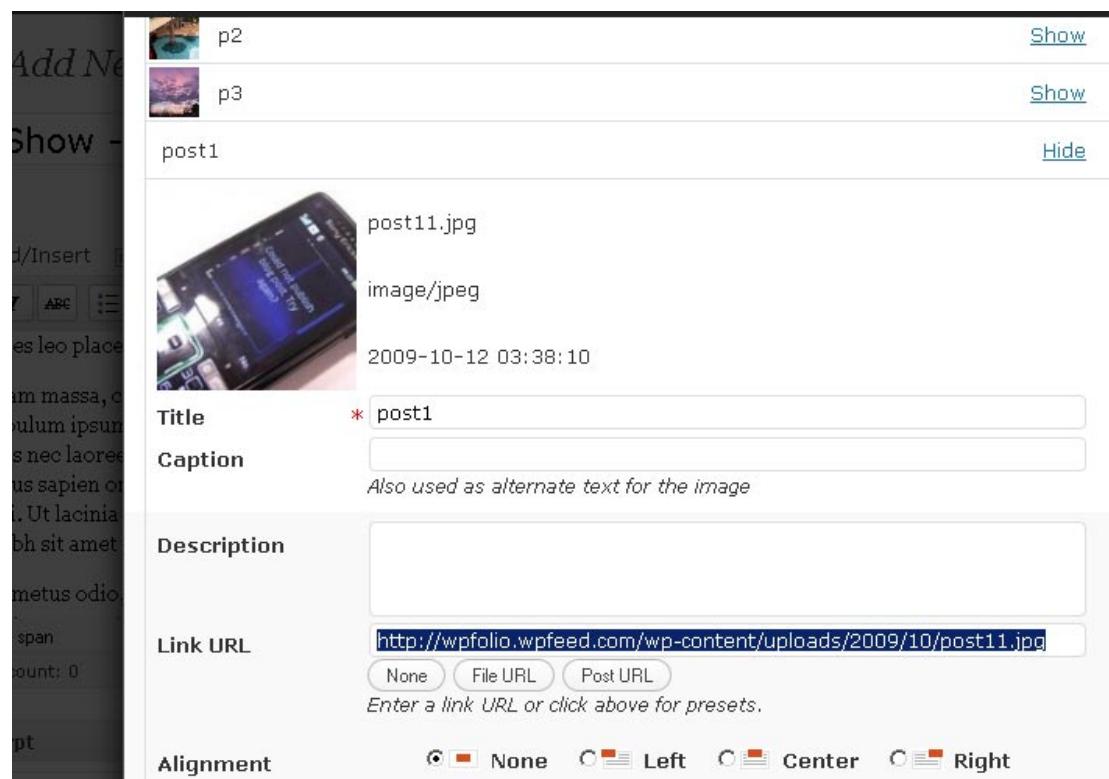
Blog posts can be found on the website under Blog page and the Portfolio posts can be found on the website under Portfolio page.

Both posts you can promote to a carousel or the front page (latest posts).

Every post must have **post\_image**, an image to be displayed on the blog page and on archive / search / author / tags pages.

The image should be 155px X 155px. Upload it and press on file

URL, then copy the full path of the image. (see *Pic 6*)



The screenshot shows the WordPress media library interface. On the left, there's a sidebar with various icons and text snippets. In the center, a list of images is displayed with their titles: p2, p3, and post1. Below the list, a specific image is selected, showing a smartphone displaying a photo of a landscape. The image has the title "post11.jpg", a file type of "image/jpeg", and a timestamp of "2009-10-12 03:38:10". Below the image, there are fields for "Title" (set to "post1"), "Caption" (with the note "Also used as alternate text for the image"), "Description" (empty), and "Link URL" (containing the URL "http://wpfolio.wpfed.com/wp-content/uploads/2009/10/post11.jpg"). There are also buttons for "None", "File URL", and "Post URL", and a note to "Enter a link URL or click above for presets". At the bottom, there are alignment options: "None", "Left", "Center", and "Right".

**PIC 6**

Now create a new Custom Field (only at the first time, then you will see the custom field value within the select box), call the custom field – “**post\_image**”, then paste the full path for the image. (see *pic 7*)



The screenshot shows the "Custom Fields" section of the WordPress settings. It displays a table with one row. The "Name" column contains "post\_image" and the "Value" column contains the URL "http://wpfolio.wpfed.com/wp-content/uploads/2009/10/post11.jpg". Below the table is a button labeled "Add Custom Field". A note at the bottom states: "Custom fields can be used to add extra metadata to a post that you can [use in your theme](#)".

**PIC 7**

Make sure you choose a category for the post. (We suggest you create at least one general category for the blog and maybe name it "Blog")

### Portfolio post

If you want to display your work, you can do it on the Portfolio page. This template will show all the posts categorized under portfolio category. Create a post, give it a title, write some details on the content box, don't forget to upload two images this time, the first one is like every other post the **post\_image** as we mentioned on the previous paragraph, and the other image should be size 290px X 200px. After you upload copy the file URL like you did with the **post\_image** and paste it in a new custom field called **p\_image**.

Don't forget to choose portfolio category for this post.

### **Promote Posts on Featured Carousel and latest posts (homepage)**

You can promote posts and projects of yours in two ways, the first is choosing the latest category, then the post title and excerpt will be displayed on the homepage, there is a place for 3 posts there.

The other way to promote a post or a portfolio work/project is by choosing the featured category and attach the post a new image, this time the size is 577px X 211px and the name of the custom field is **f\_image**.

Let's just summarize the custom field names:

**post\_image** – should be given for every post. 155 X 155 image. Paste the full path.

**p\_image** - should be given for every portfolio work. 290 X 200 image. Paste the full path.

**f\_image** - should be given for every post on the featured carousel. 577 X 211 image. Paste the full path.

## **Widgets**

Don't forget to add some widgets. Links, tags, recent comments and all other widgets on the sidebar.

**Enjoy!**