

INSTRUCTIONS

Connect to your administration account:

- Go to this url:

<https://dev-luxury-chalets-abc.pantheonsite.io/wp-admin/>

- then enter your connexion coordinates:

username: admin; password: z(BqmZd%J!EOf%g07KD7BMp)

username: editor; password: gLpm(@A38g56Djoh9E(oI0(k

See all your article, modify someone, erase someone, or create new one:

- **See:** In the left menu of the dashboard page, hover on “article” then click “all articles”. You’ll then see all your article
- **Modify:** Hovering any article, you can see option that would let you modify the article by clicking “modify” (a “quick modification” option also exist). Click on it to open the modification page and do editor’s stuff. The page is divided in three important part.

1) a upper handband: the plus icon let you add blocs (but you won’t have to use it). a undo and redo icon as in many editor documents, an information icon give you quick informations about

bloc's, word's, paragraph's number in the article, and also a preview.

2) an aside bar on the right that will let you get, add or modify information about the document. You can modify the url of the article, attach a category or a label on, an image of putting forward, attach an excerpt from text on the article, or let people discuss on the article.

- **Erase:** Hovering any article, you can see option that would let you erase the article by clicking "basket"
- **Create:** In the left menu of the dashboard page, hover on "article" then click "add". You'll then see a new empty page. You will have the add a title, the content describing the chalet, and some images. To do so, click the plus icon to options of bloc to add in order to insert paragraph's or image's bloc. After that, complete the process by adding information about the article by completing the right aside bar. Verify the automated url associated, attach a category on it (for sell, or, for rent). Then it's done, you can publish your article !

You will not have to go anywhere else from the left bar of the dashboard.

The editor account will have limited access to the dashboard, but enough permission to add new chalets, or edit existing ones.

All other need in term of design would need my technical participation. Do not hesitate to contact me as needed !