

## 9. Working with Menubar / Navigation bar.

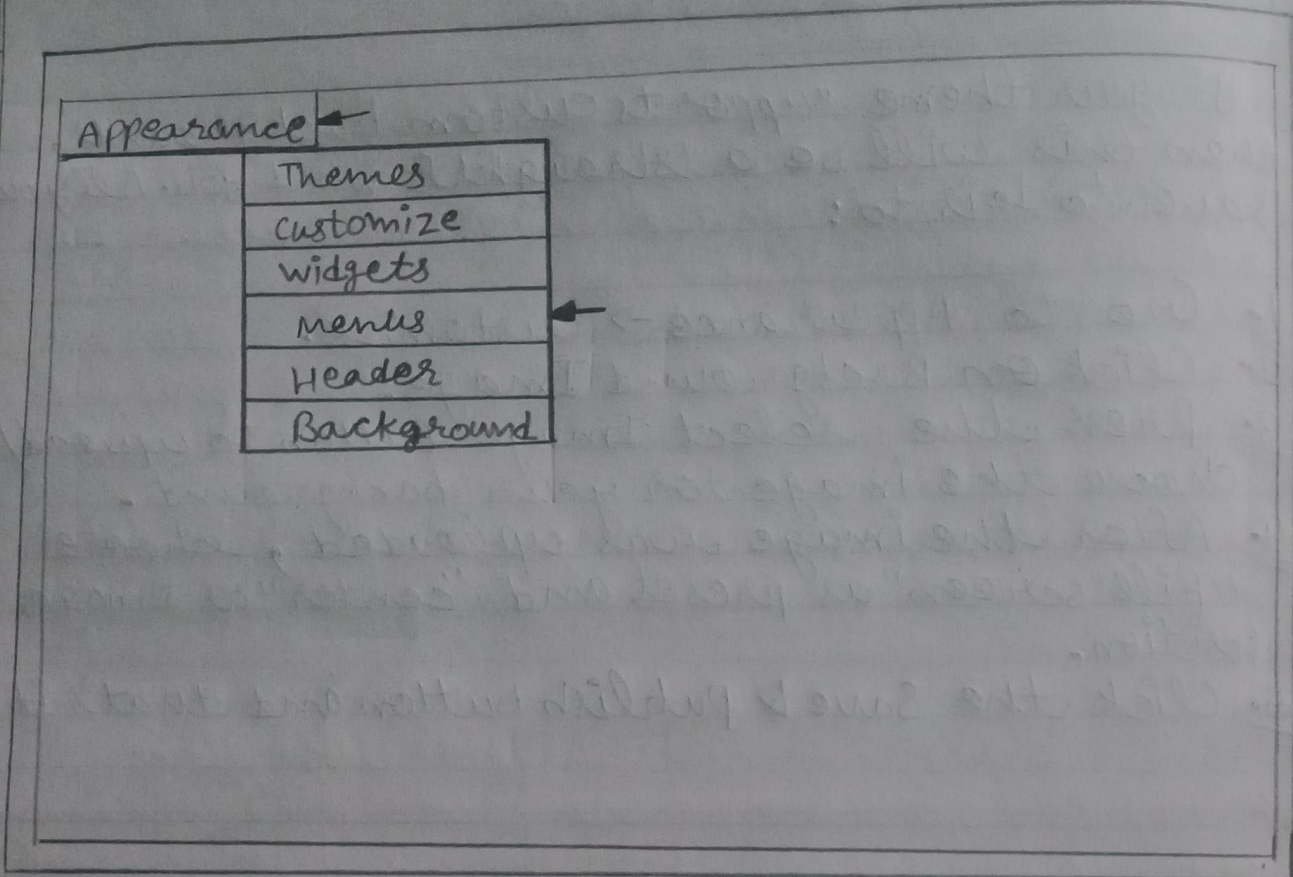


Fig:-1

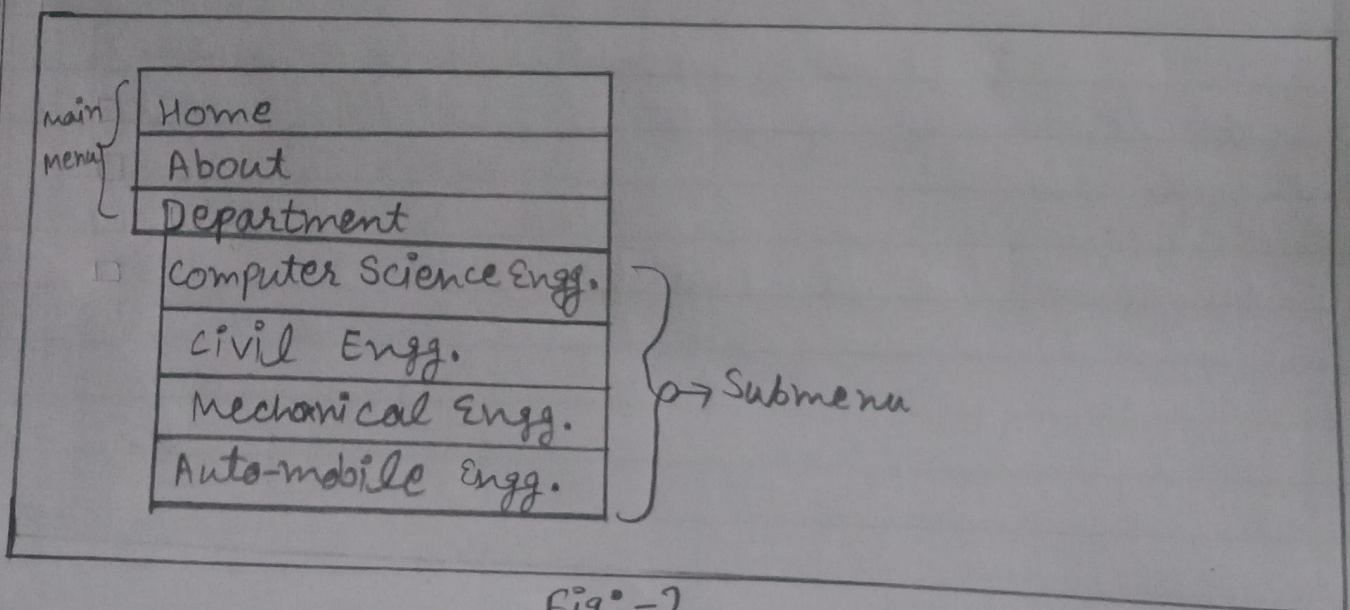


Fig:-2



## \* Working with Menubar / Navigation bar.

\* Menu bar  $\Rightarrow$  Navigation menus are a WordPress theme feature which allows users to create navigation menus by using built-in Menu Editor located in WordPress admin area under Appearance  $\gg$  Menus.

- Login to the WordPress Dashboard.
- From the 'Appearance' menu on the left-hand side of the Dashboard, select the 'Menus' option to bring up the Menu editor.
- Select Create a new menu at the top of the page.
- Enter a name for your new menu in the menu Name box.
- Click the Create Menu button.

\* Adding Items to a Menu  $\Rightarrow$  You can add different link types into your menu, these are split between panes left of the menu you're currently editing.

- Locate the pane entitled pages.
- Within this pane, select the View All link to bring up all the currently published pages on your site.
- Select the pages that you want to add by clicking the checkbox next to each page's title.
- Click the Add to Menu button located at the bottom of this pane to add your selection(s) to the menu that you created in the previous step.
- Click the Save Menu button once you've added all the menu items you want.

Your custom menu has now been saved.







## \* Deleting a Menu Item ⇒

- locate the menu item that you want to remove in the menu editor window.
- click on the arrow icon in the top right-hand corner of the menu item/box to expand it.
- click on the Remove link. The menu item/box will be immediately removed.
- Click the save menu button to save your changes.

## \* Customizing Menu Items ⇒

- Navigation label ⇒ This field specifies the title of the item on your custom menu. This is what your visitors will see when they visit your site/blog.
- Original ⇒ A link to the original source of the menu item.
- Title Attribute ⇒ This field specifies the Alternative text for the menu item. This text will be displayed when a user's mouse hovers over a menu item.
- Link target ⇒ Select "Same window or tab" or "New window or tab" from the pulldown.
- CSS classes ⇒ optional CSS classes for this menu item.
- Link Relationship (XFN) ⇒ Allows for the generation of XFN attributes automatically so you can show how you are related to the authors/owners of site to which you are linking.



# 10. How to add and format the webpage.

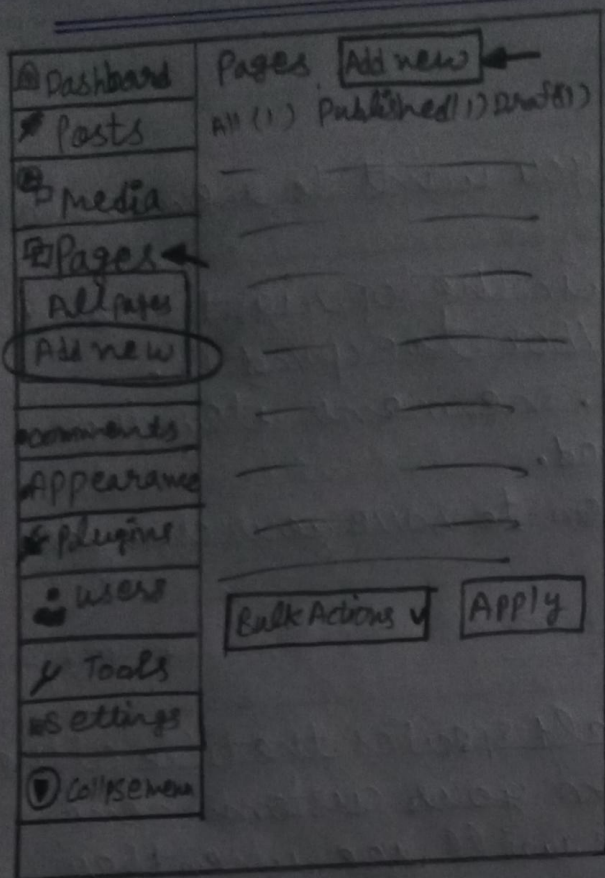


Fig:-1

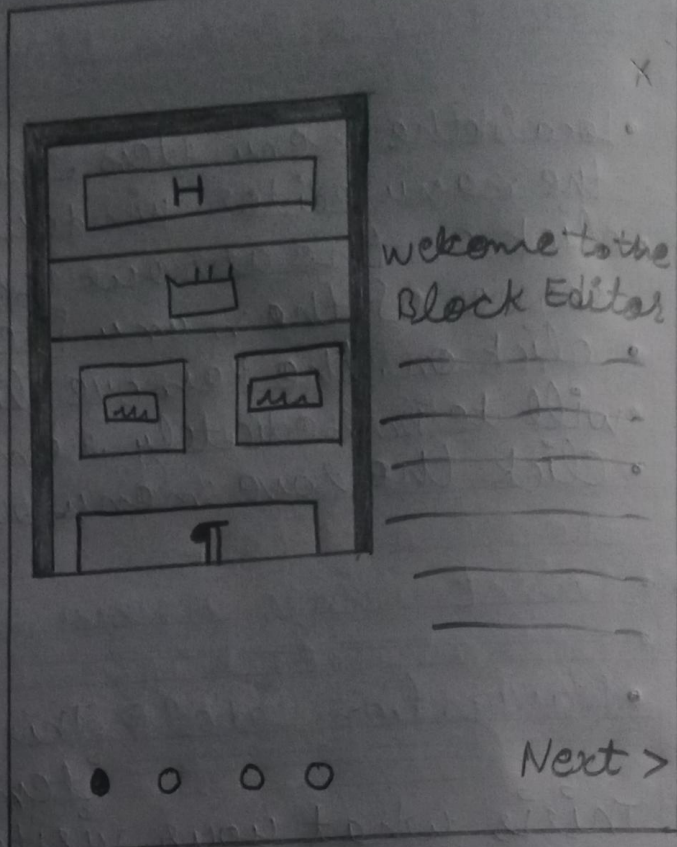


Fig:-2

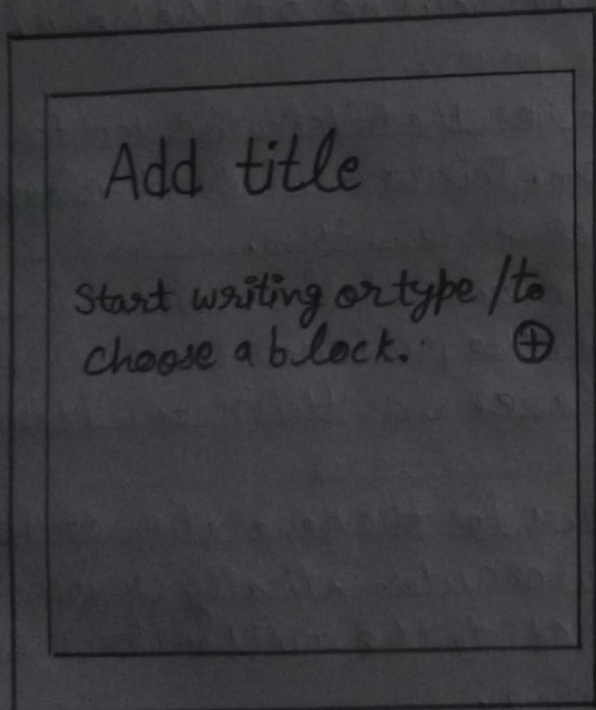


Fig:-3

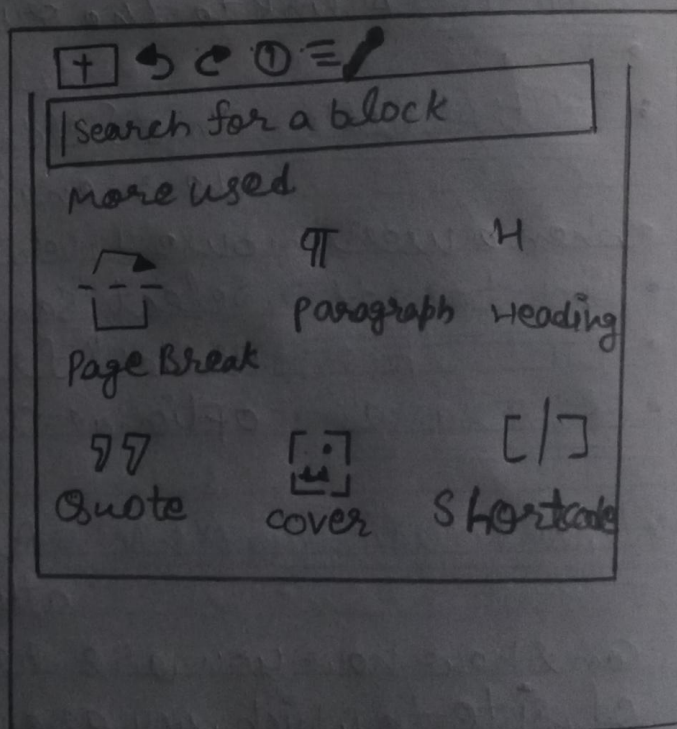


Fig:-4



## \* How to add and format the webpage.

\* Add new page ⇒ • To find the pages menu in the wordpress Dashboard Navigation menu.

- click add New.
- You will show the new editor with new approach to adding content to your new page called the wordpress Block Editor. In wordpress ~~the~~ editor, each paragraph, image or video is presented as a distinct "block" of content.

## \* Format the page ⇒

- Add title of the page. like:- about. click the add Title text to open the text box where you will add your title.
- Start the writing or choose a Block.
- Block into the add your page title, it's time to add some context can be anything you choose for text, heading, paragraph, image, gallery, list, quote, Audio, cover, file, video, and tables.
- To see the available blocks for your pages, click the plus sign + button at the top of the page.