

2019

Project 2: Build quick and beautiful websites with WordPress

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Administrator and Editor Guide

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ChaletsenCaviar Website Development

<http://dev-chaletsencaviar.pantheonsite.io/>

OpenClassrooms – Build quick and beautiful websites with WordPress

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CHALETSENCAVIAR

WORDPRESS DOCUMENTATION

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1 Introduction

This document provides details on the roles, functionality and their use required to maintain the access and content of the website, “*ChaletsEnCaviar*”.

1.1. Login to WordPress

Head over to the site: <http://dev-chaletsencaviar.pantheonsite.io/wp-login.php>

This will bring you to a log in page where you will enter your login details (see figure 1).

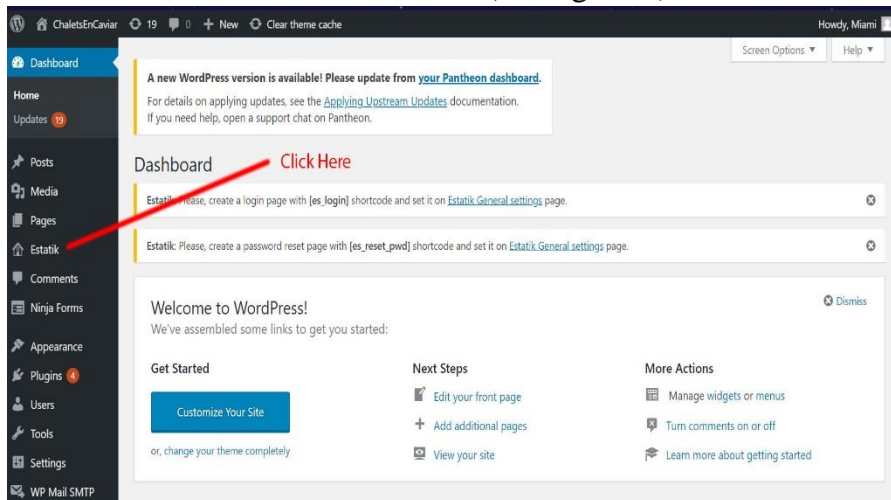


(Figure 1)

2 The Site Dashboard

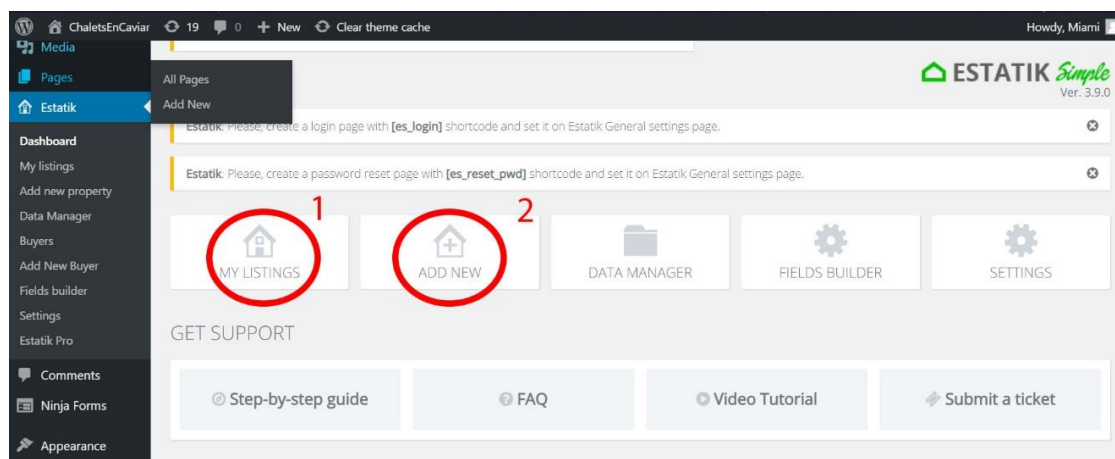
2.1 Creating a Property Listing

Creating a property listing is done through the Estatik plugin. Click the submenu Estatik found on the left of the dashboard (see figure 2).



(Figure 2)

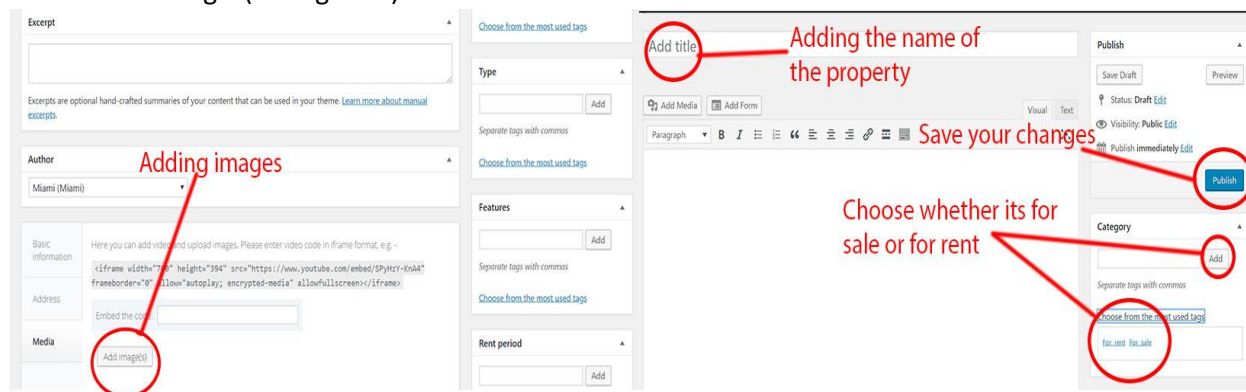
2. Click on add new. (#2)-this will bring you to a new page where you will add information about your listing. (See figure 3 and 4)



(Figure 3)

2.2 Adding images.

Click on add images(see figure 4)



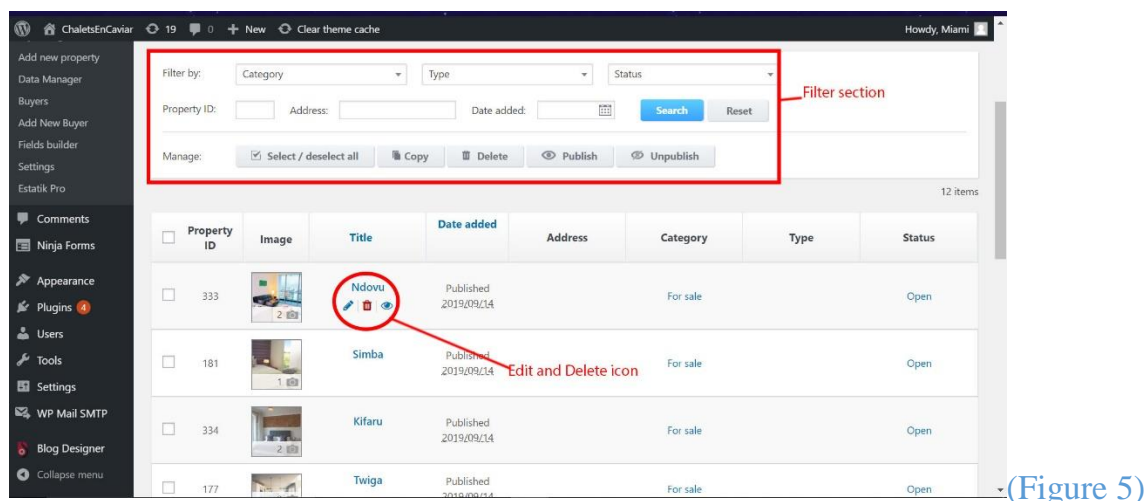
(Figure 4)

Save your changes by clicking publish.

NOTE: It is important to categorize whether your listing is for Rental or for Sale. That option can be found on the top right named CATEGORY.(see figure 4)

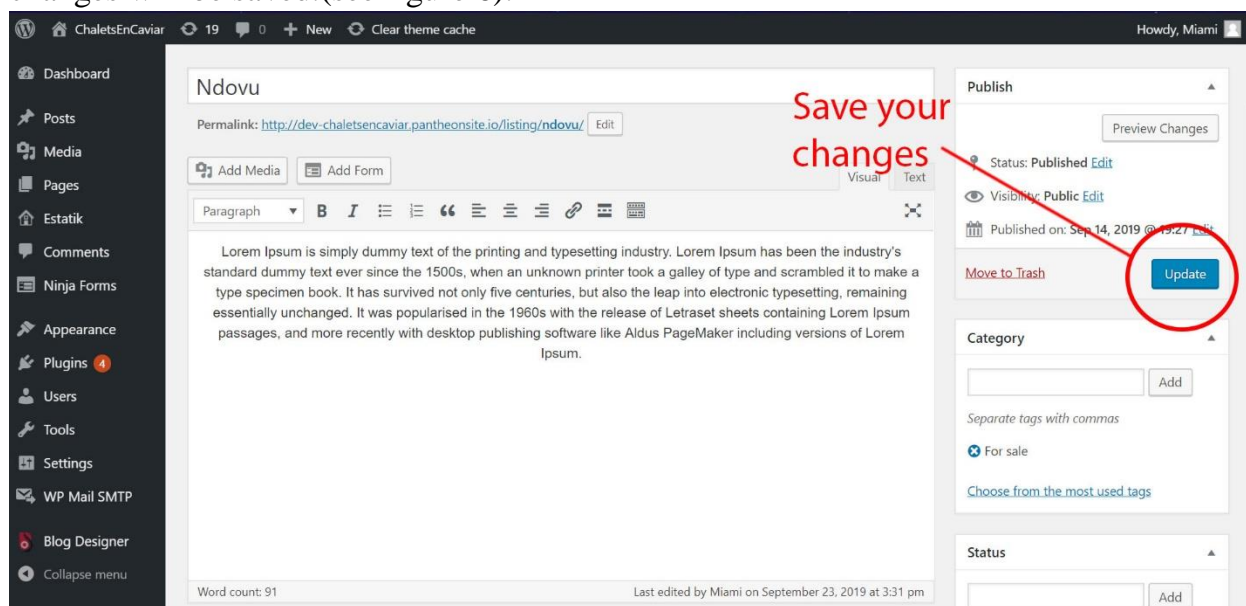
3 Editing and deleting an Existing Listing

From the Estatik Dashboard click My listings. (See figure 3). It will bring you to a list of your properties where you can filter category, type or status. (see figure 5)



(Figure 5)

You can edit any property simply by clicking on the pencil icon. (see figure 5). This will bring you to another page where the details of the properties will be shown (see figure 6). After the changes have been made click on the publish button on the top right and your changes will be saved. (see figure 6).



(Figure 6)

Deleting a property is done by clicking on the red trashcan as shown on figure 5.