

Let's make a website together

An introduction to using the WordPress dashboard



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Why WordPress?

What are the benefits of WordPress over a drag and drop style website builder?

- Open source
- In full control
- Tonnes of free content
- WordCamps!

WordPress can do anything!

Any type of website you can imagine is probably achievable with a few plugins:

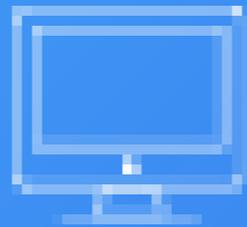
- Shop - WooCommerce
- Forum - BBPress
- Social media - BuddyPress
- Reviews - WP Testimonials

Let's make a website together

We'll make a website telling people about how much fun WordCamps are!



Myradwebsite.co.uk



The WordPress Dashboard

myradwebsite.co.uk 0 + New Hosting Tools Howdy, wpnfzleslKrl

Dashboard

Dashboard

Screen Options Help

Welcome to WordPress!

We've assembled some links to get you started: Dismiss

Get Started

[Customize Your Site](#)

or, change your theme completely

Next Steps

- [Write your first blog post](#)
- [Add an About page](#)
- [View your site](#)

More Actions

- [Manage widgets or menus](#)
- [Turn comments on or off](#)
- [Learn more about getting started](#)

At a Glance

1 Post 1 Page

1 Comment

WordPress 4.9.6 running Twenty Seventeen theme.

Quick Draft

Title

What's on your mind?

[Save Draft](#)

Activity

Recently Published

Today, 10:12 am [Hello world!](#)

Recent Comments

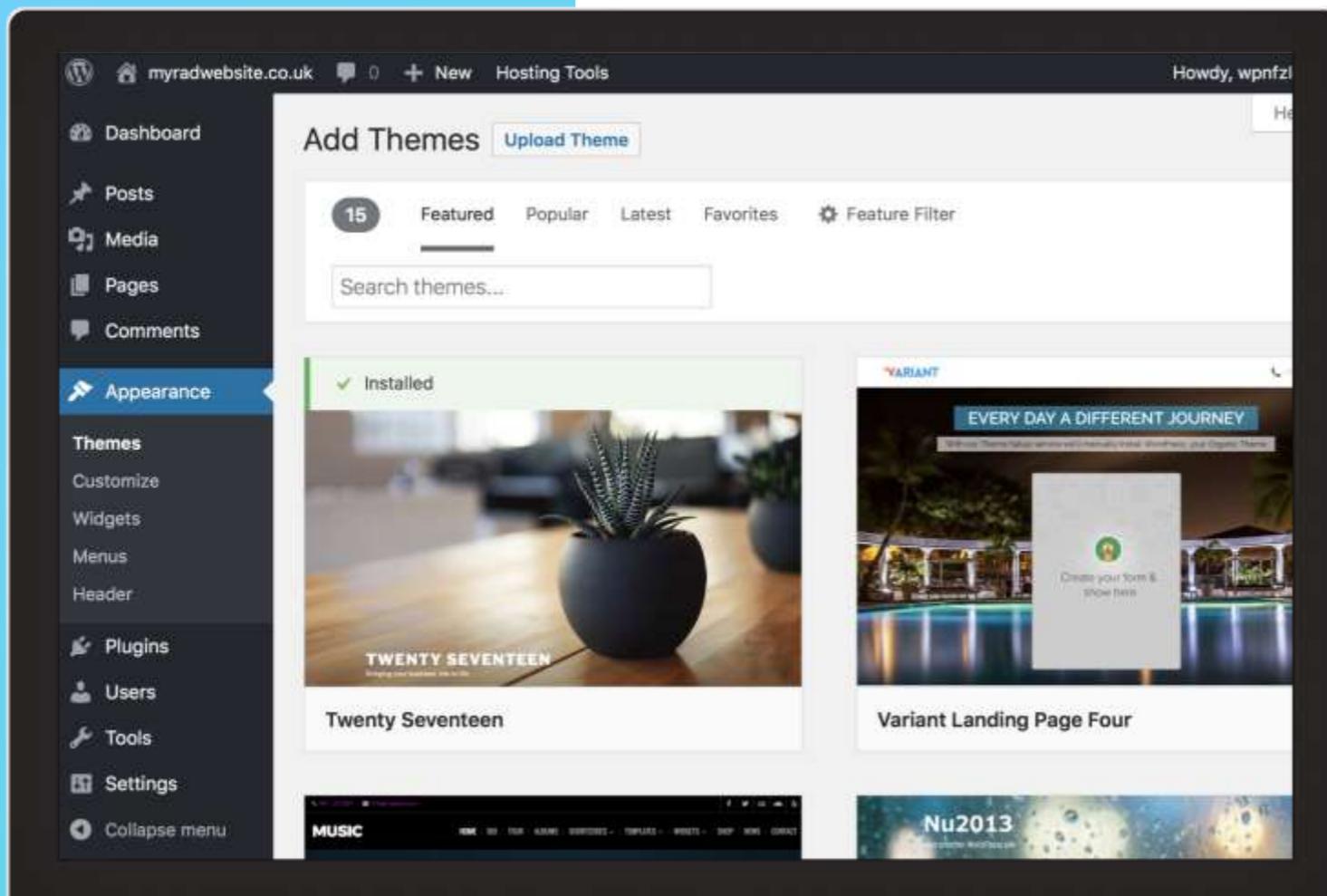
 From A WordPress Commenter on Hello world!
Hi, this is a comment. To get started with moderating, editing, and deleting comments, please visit the Comments screen in...

WordPress Events and News

Attend an upcoming event near you. [Edit](#)

-  **WordCamp Europe** Belgrade, Serbia Thursday, Jun 14, 2018
-  **WP15** Everywhere Sunday, May 27, 2018 12:00 pm

Changing your theme



- Login to your site
- Go to 'Appearance' and 'Themes'
- Find a theme you want to use
- Select 'Install' and 'Activate'
- Check out your fancy new homepage

myradwebsite.co.uk

Just another WordPress site

Hello world!

May 24, 2018

1 Comment

[Edit](#)

Welcome to WordPress. This is your first post. Edit or delete it, then start writing!

Search ...



RECENT POSTS

- [Hello world!](#)

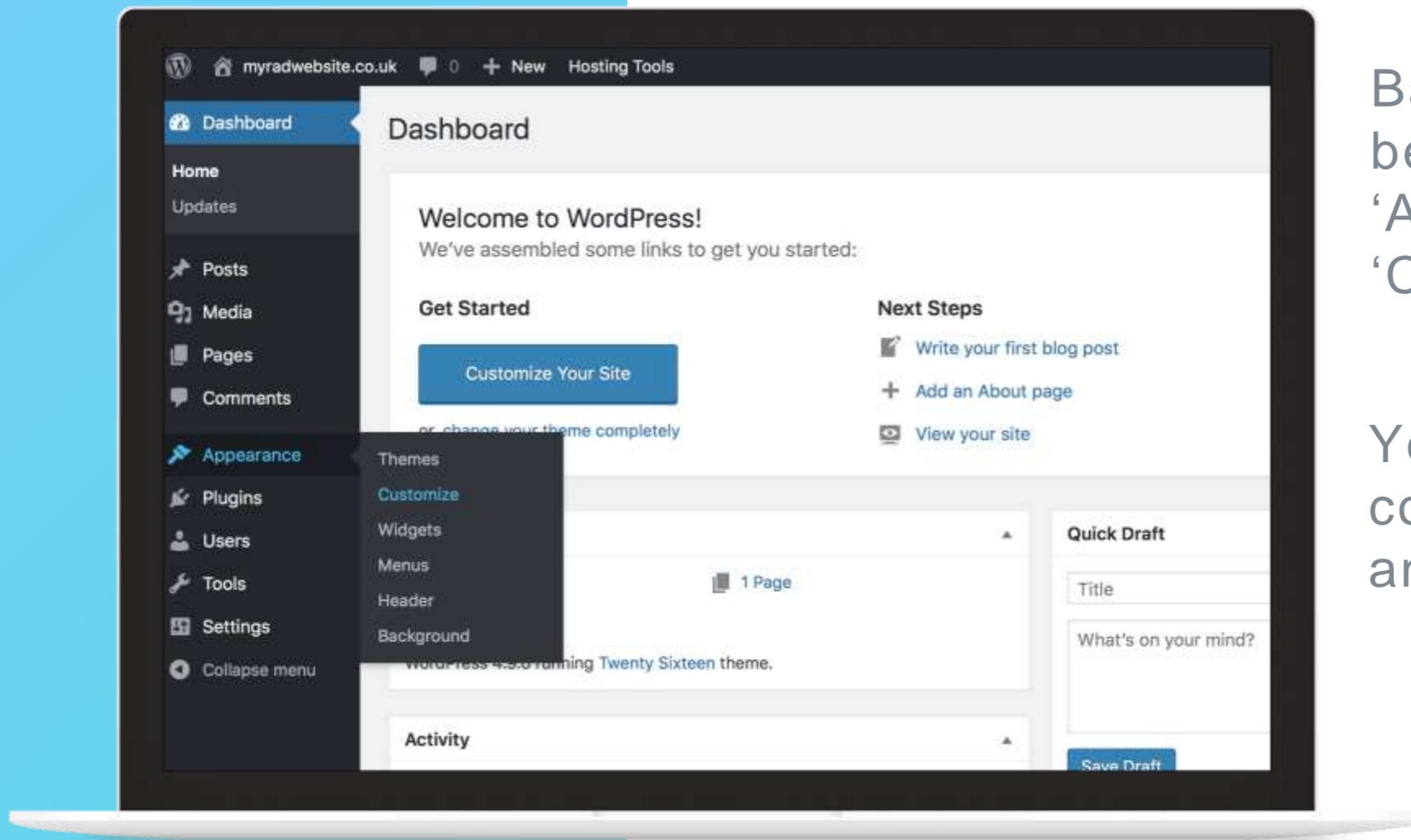
RECENT COMMENTS

- [A WordPress Commenter](#) on [Hello world!](#)
-

Customising your theme

Basic theme changes can be made in the 'Appearance' - 'Customise' section.

You can usually change colours, add a header, and add widgets.





Creating Pages

myradwebsite.co.uk + New Hosting Tools Howdy, wpnfzleslKri

Dashboard Posts Media **Pages** All Pages Add New Comments Appearance Plugins Users Tools Settings Collapse menu

Pages [Add New](#)

All (4) | Published (4) | Trash (2)

Bulk Actions Apply All dates Filter Search Pages 4 items

<input type="checkbox"/>	Title	Author		Date
<input type="checkbox"/>	About	wpnfzleslKri	—	Published 1 min ago
<input type="checkbox"/>	Blog	wpnfzleslKri	—	Published 1 min ago
<input type="checkbox"/>	Home	wpnfzleslKri	—	Published 1 min ago
<input type="checkbox"/>	Links	wpnfzleslKri	—	Published 1 min ago

Bulk Actions Apply 4 items

Thank you for creating with [WordPress](#). Version 4.9.6

Menu Name

Save Menu

Menu Structure

Drag each item into the order you prefer. Click the arrow on the right of the item to reveal additional configuration options.

Home	Page ▾
About	Page ▾
Blog	Page ▾
Links	Page ▾

Menu Settings

Auto add pages

Automatically add new top-level pages to this menu

Display location

Primary Menu

Social Links Menu

Delete Menu

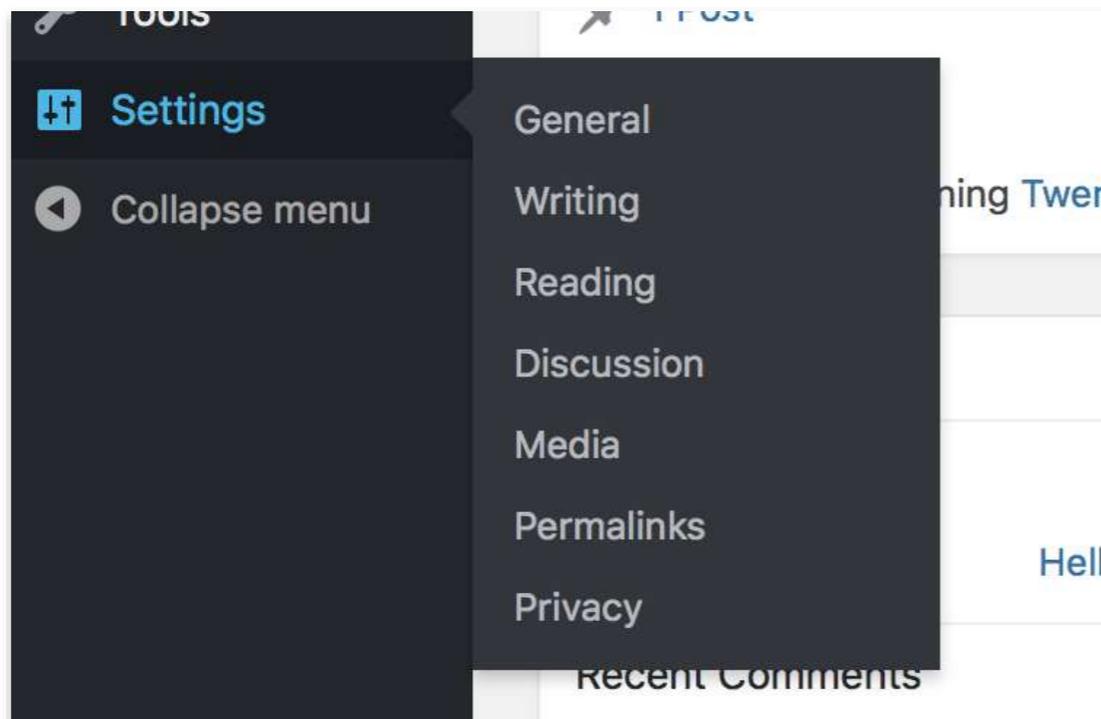
Save Menu

Customising menus

The 'Appearance' - 'Menus' section allows you to create a navigation menu and order it in the way you want it to appear on your website.

The Settings Menu

The 'Settings' menu is an important part of the dashboard - you can change the way users read and interact with your site.



- General - Main site settings
- Reading
- Permalinks



Creating Posts

When to put content in a post versus a page

Posts

- Date specific content
- Has a publish date
- Categories, tags, organised

Pages

- Stand alone content
- Important information
- Things that don't change
- Primary navigation
- No authors or tags



Plugins

Plugins unlock the true power of WordPress

Plugins are additional modules or scripts that are installed on your site to enable new features.

Two popular examples are 'Yoast' for SEO and 'Contact Form 7' for creating a basic contact form.

The screenshot displays the Yoast SEO interface for a WordPress post. At the top, there's a 'Yoast SEO' header with a 'Need help?' link and a 'Go Premium' button. Below this, there are tabs for 'Readability' (active) and 'Enter your focus ke...' (inactive), along with an 'Add keyword' button. The main content area shows a 'Snippet preview' for the post 'Hello world! - myradwebsite.co.uk' with the URL 'myradwebsite.co.uk/2018/05/24/hello-world/'. Below the preview is a 'Focus keyword' field and a checkbox for 'This article is cornerstone content'. The 'Analysis' section is expanded, showing 'Problems (5)'. The problems listed are:

- No focus keyword was set for this page. If you do not set a focus keyword, no score can be calculated.
- No meta description has been specified. Search engines will display copy from the page instead.
- No images appear in this page, consider adding some as appropriate.
- The text contains 15 words. This is far below the recommended minimum of 300 words. Add more content that is relevant for the topic.

Yoast

Adding Yoast to your site adds some useful SEO tools to the bottom of your posts and pages section.

It's all about getting the green light!

Contact Form 7

Contact form 7 allows you to create useful contact forms and use shortcodes to place them anywhere on your site.

Add New Contact Form

Form | Mail | Messages | Additional Settings

Form

You can edit the form template here. For details, see [Editing Form Template](#).

text | email | URL | tel | number | date | text area
drop-down menu | checkboxes | radio buttons | acceptance | quiz
reCAPTCHA | file | submit

```
<label> Your Name (required)
  [text* your-name] </label>

<label> Your Email (required)
  [email* your-email] </label>

<label> Subject
  [text your-subject] </label>

<label> Your Message
  [textarea your-message] </label>

[submit "Send"]
```

Choosing a good plugin

Bear in mind that all plugins in the WordPress repository are checked by humans to make sure they are safe and well coded. But you can also consider:

- Number of downloads
- Star rating
- Documentation available?
- Active support boards?





Media and galleries

Extra homework

If you're new to WordPress there will be a lot to learn, hopefully this helped to get you started, here's some things I think are worth learning about next:

- Jetpack - ultimate beginner's plugin
- SSL certificate - all sites should have one!
- Custom post types plugin

Thank you very much!



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