

# EASY WORDPRESS TUTORIAL FOR BEGINNERS

**Includes Screen Shots**



JARED LANGSFORD

Easy Wordpress Tutorial for Beginners:  
Wordpress Handbook with Screen Shots

By Jared Langsford

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I have relied on my own observations as well as many different sources for this book and I have done my best to check facts and give credit where it is due. In the event that any material is used without proper permission, please contact me so that the oversight can be corrected.

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# Introduction

This guide is written to help you save money by building your own website or blog using Wordpress. There is no reason that you should pay a web designer to do this, when you can do it yourself.

I have personally built hundreds of websites and blogs, both for myself and for clients. It's not as hard as you think.

I will be building a new site as you watch over my shoulder with loads of screen shots to help you get your site up and running. Everything from registration, hosting and even building a header is included.

I have even included a great premium theme as part of your purchase, all you need to do is download it using the link provided in that section of the training.

There are a number of tips and tricks to help you get the most out of your new site. For example: What are the first steps to secure your blog and make it harder for hackers to get into your site?

Building a website or blog can be fun!

Thanks for purchasing this eBook.

## Domain Name

There are many ways to build a website for free. The problem is that you do not have control of your content if you are hosted on blogger, wordpress.com or any of the other free platforms. You may not have any issues at all, then again, you might. To avoid this, and to control your site and the customizations, get your own domain from the beginning. Moving an existing site from any of the free hosts to your own domain where you manage it is not always easy.

When it comes down to it, you can get a domain on a paid host for less than \$100.00 a year, so it just makes sense to do it from the onset.

For this reason, this step-by-step tutorial applies to top level domains. This means you own the domain name and you are paying for hosting.

It is important to remember that there are two parts to getting your website online: Registration and Hosting. You can think of it like your cell phone. You own a phone, but if you don't contract for service, you can't use it. It's the same thing with a website – owning the name is the registration of your domain name – hosting is the charge to keep it online. Making sure you renew your domain, usually \$15.00 per year or so, AND keeping your hosting contract up to date are both necessary to having an online website.

I will register and build a website as we go through this book, including screen shots and helpful tips along the way. My goal is to give you all of the steps I use to build a site from the ground up.

If you think you would prefer to have this book in print, you may return to amazon.com and purchase the paperback version. The same information is available in both formats.

Let's get started!

## Why GoDaddy for Your Domain?

You can buy a domain name at literally thousands of places on the internet. The reason that I will steer you to GoDaddy is because once you register a domain

with them, the information for you to renew it and make the changes you need to do are easy and right on the front page of your account.

First, sign up at Godaddy by [clicking here](#).

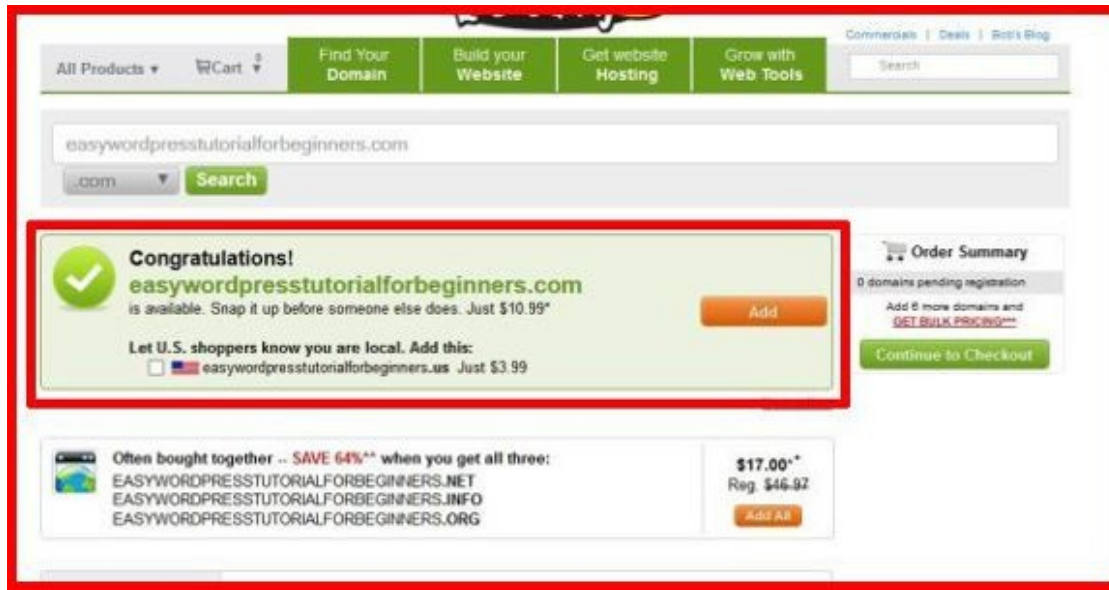
Start a spreadsheet or text file where you will save all of your passwords. You will have a half dozen or so passwords when you are done.

Be sure to save your login and password before you move on.

Enter the domain name you want in the search box.

The screenshot shows the GoDaddy domain search interface. At the top, there are navigation links: "All Products", "Cart", "Find Your Domain", "Build your Website", "Get website Hosting", and "Grow with Web Tools". A search bar is located on the right. Below the navigation bar, the domain "easywordpresstutorialforbeginners.com" is entered in the search box, and the ".com" dropdown is selected. The "Search" button is highlighted. Below the search bar, a green banner displays "Congratulations! easywordpresstutorialforbeginners.com is available. Snap it up before someone else does. Just \$10.99\*". An "Add" button is next to the banner. Below the banner, there is a checkbox for "Let U.S. shoppers know you are local. Add this:" and a link to "easywordpresstutorialforbeginners.us Just \$3.99". To the right of the banner, there is an "Order Summary" section showing "0 domains pending registration" and a "Continue to Checkout" button. At the bottom, there is a section for "Often bought together" with a "SAVE 64%\*" offer on three domains: EASYWORDPRESSTUTORIALFORBEGINNERS.NET, EASYWORDPRESSTUTORIALFORBEGINNERS.INFO, and EASYWORDPRESSTUTORIALFORBEGINNERS.ORG. The total price is \$17.00\* (Reg. \$46.92) with an "Add All" button.

If the domain name is available, the following message will appear:



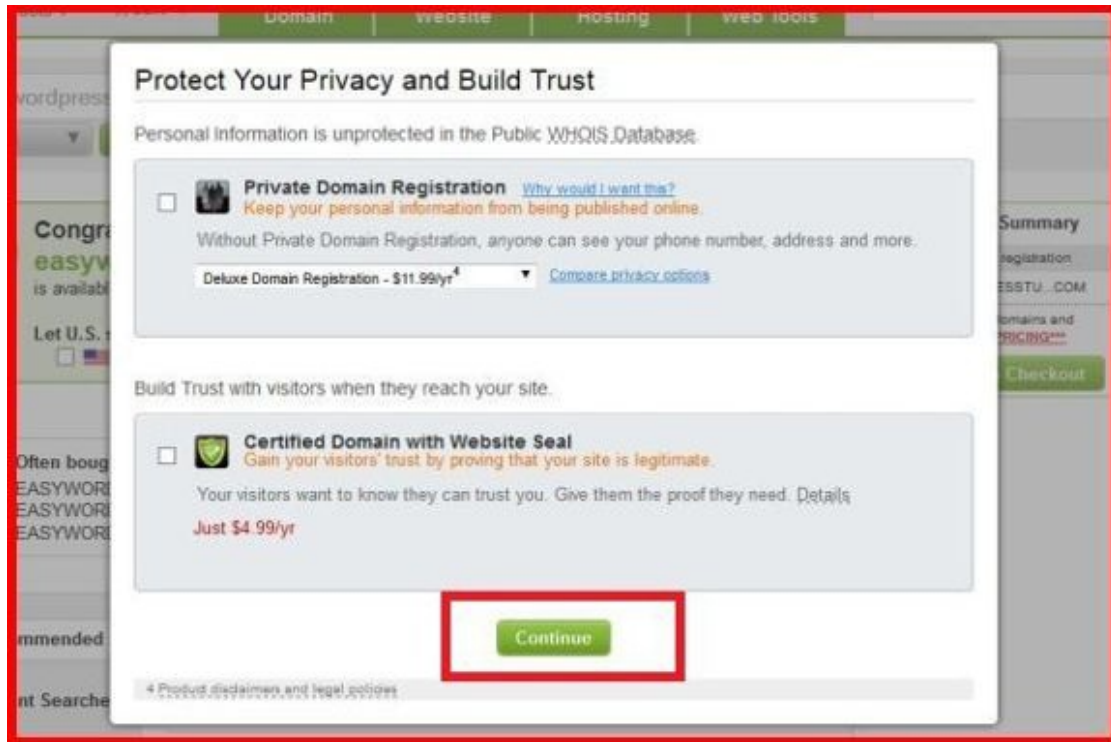
If your domain name is not available, put another choice into the search box until you find a domain that is available for purchase.

Once you have chosen your domain, click the ADD button and then select the CONTINUE TO CHECKOUT button.





The following popups will come up – you can ignore them. You don't need any of the GoDaddy add-ons.



Just hit the Continue button

Now this one will popup:

**What Do You Want to Do with Your Domain?**

Create or host a website:

☐ **Web Hosting**  
As low as \$2.99/mo  
Includes a FREE domain  
Trust your site to our secure, lightning-fast servers with guaranteed 99.9% uptime. Requires some site-building knowledge.  
Deluxe Hosting - \$4.49/mo

OR

☐ **Website Builder + Hosting**  
As low as \$1.99/mo  
Includes a FREE domain  
Create a beautiful website in as little as 3 steps — no technical skills or coding required!  
Deluxe: 10-Page Site - \$4.49/mo

Add email for personal use, group or business:

☐ **Business Class Email**  
As low as \$3.99/mo  
Use your own domain to enjoy reliable, secure email access from any device. [Details](#)  
Deluxe Email - \$3.99/mo [Why do I need multiple addresses?](#)

**Continue**

1, 2, 11, \*\*, +, 1111 Product disclaimers and legal notices

ns Add easywordpressutorialforbeginners.info \$2.99\* \$11.00\*

Hit the Continue button again.

Now, to get a GoDaddy deal on your domain name [Click Here](#). There is no reason to pay \$10.99 for the first year.



NEED A  
WEBSITE?

Start with a GoDaddy domain.

**\$2.99\* .COM**

 [Shop Now](#)

The advertisement features a green background with a subtle light effect. The text is in a clean, sans-serif font. The GoDaddy logo is positioned at the bottom left, and the 'Shop Now' button is an orange pill-shaped button at the bottom right.

I used the one for \$4.00 and included Domain Privacy. You may not need domain privacy, but I chose a coupon that gave me this feature. If you do want Domain Privacy, you can [Click Here](#) to get the same deal I did. (Be sure to click that you want Domain Privacy, it looks like it might charge you, but it shouldn't.) You can see below where I put the coupon code into the form and then the price that I was going to pay to register the new domain: EasyWordpressTutorialForBeginners.com. (This is the one we will build in this

1 Review 2 Pay 3 Next Steps

Add a domain to my order:  .com

### Review your current order

Item	Term	Unit Price	Total
<b>EASYWORDPRESSSTUTORIALFORBEGINNERS.COM</b> COM Domain Registration	1 Year <input type="button" value="v"/> <input type="checkbox"/> Upgrade to 5-yr registration! Why?	<del>\$14.99/yr</del> \$4.00/yr	<b>\$4.00</b>

Domains matching EASYWORDPRESSSTUTORIALFORBEGINNERS.COM [Details](#)

- ON SALE!** EASYWORDPRESSSTUTORIALFORBEGINNERS.CO ~~\$29.99~~ \$6.99 - [Add](#)
- ON SALE!** EASYWORDPRESSSTUTORIALFORBEGINNERS.NET ~~\$16.99~~ \$6.99 - [Add](#)
- ON SALE!** EASYWORDPRESSSTUTORIALFORBEGINNERS.INFO ~~\$11.99~~ \$1.99 - [Add](#)

**Private Domain Registration**  
EASYWORDPRESSSTUTORIALFORBEGINNERS.COM  
Domains By Proxy Account ☐ [Change](#)

1 Year(s) \$0.00/yr **\$0.00\*\*\***

**Your total is:**  
**\$4.18 USD**  
Total savings: **\$20.98**

☐ Round up my total. Check this box and we'll donate \$0.82 to the charity of your choice. [Details](#)

[Keep Shopping](#)

book.)

GoDaddy defaults to registration for 5 years – you can leave this alone if you like, but if you are trying to save money when you start up, change this to the 1-year option.

1 Review 2 Pay 3 Next Steps

Add a domain to my order:  .com

### Review your current order

Item	Term	Unit Price	Total
<b>EASYWORDPRESS TUTORIAL FOR BEGINNERS.COM</b> .COM Domain Registration	1 Year <input type="checkbox"/> Upgrade to 5-yr registration? Why?	<del>\$14.99/yr</del> \$4.00/yr	\$4.00

**Domains matching EASYWORDPRESS TUTORIAL FOR BEGINNERS.COM** [Details](#)

- ON SALE!** EASYWORDPRESS TUTORIAL FOR BEGINNERS.CO ~~\$29.99~~ \$6.99 - [Add](#)
- ON SALE!** EASYWORDPRESS TUTORIAL FOR BEGINNERS.NET ~~\$16.99~~ \$6.99 - [Add](#)
- ON SALE!** EASYWORDPRESS TUTORIAL FOR BEGINNERS.INFO ~~\$11.99~~ \$1.99 - [Add](#)

**Private Domain Registration**  
EASYWORDPRESS TUTORIAL FOR BEGINNERS.COM  
Domains By Proxy Account [Change](#)

1 Year(s) \$0.00/yr \$0.00\*\*\* [Details](#)

Your personal and financial information is safe with us. [Trust](#) [VERIFIED & SECURED](#)

**Your total is:**  
**\$4.18** USD  
Total savings: \$20.98

☐ Round up for Charity. Check this box and we'll donate \$0.82 to the charity of your choice. [Details](#)

[Keep Shopping](#)

Now it's time to pay for your domain, so click the Checkout button and the next screen will confirm the amount of your order.

Change

**Your total is:**  
**\$4.18**  
Total savings: \$20.98

By clicking **Place Your Order** you are agreeing to the terms and conditions of the following:

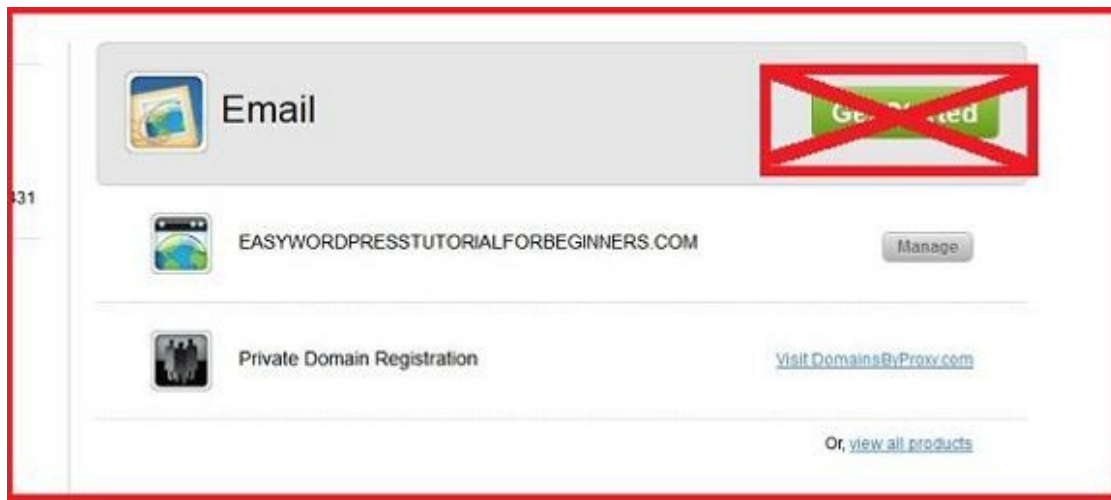
- [Universal Terms of Service Agreement](#)
- [Domain Registration Agreement](#)
- [Domain Name Privacy Agreement](#)

**Place Your Order**

Your purchase includes an email setup fee.

If the amount is right, click the Place Your Order button and pay for your domain.

Next you will see this confirmation screen. **Do not click** on the Get Started button. You do not need email accounts from your GoDaddy account, you will set this up on Hostgator in the next part of the setup.



Congratulations! You now own your domain name.

You can now sign out of GoDaddy. We will come back to this in a little while.

By the way, I have just registered the website we will be building in this book.

Isn't this exciting?

### Why Not Buy Your Domain at Hostgator?

It's important to address why we are not purchasing the domain at Hostgator. It's not because they don't provide this service. It is because their platform for managing domain names is not as easy to navigate as GoDaddy. You are welcome to use Hostgator to register your domain name if you wish. I have older domains that are registered with them. Unfortunately, I have found that to renew my domain on Hostgator, it is a confusing process. I have several domains with them, and each one requires a different login because they use a couple of registration companies; Enom and Registry Rocket, for example.

But with GoDaddy, I have 35+ domains and they are all listed on one control panel. This is extremely easy to manage, everything is in one place and I can



monitor the renewals all on the same page, unlike at Hostgator.

For me, the convenience of being able to log in to one place and see all of my domains makes it worth using one site for registrations and another for hosting. We will talk about the advantages of hosting with Hostgator over GoDaddy in the next section.

## Hosting

### Why Use Hostgator?

There are all kinds of places to host your website. It is important to realize that many of the low priced hosting alternatives are simply reselling space on Hostgator servers. What this means is that these companies pay Hostgator to sell space. It's like you are renting an apartment from the person who actually has a lease with the landlord. Although the price may seem inexpensive, the limits on bandwidth and space are a significant reduction over what you can get by going directly to the source: Hostgator. Save yourself some time and aggravation, and go to the big kahuna!

Using Hostgator provides you will 24/7 customer service – by phone or by online chat, loads of tutorials on how to manage your cPanel, plenty of storage space and bandwidth.

There is a reason that they are the best known hosting company. I have a lot of sites hosted on Hostgator and have been with them over 7 years with no service problems at all. It's important to know that the service you are using is reliable. Hostgator is extremely reliable.

So, let's get started and set up your hosting account!

First, go to Hostgator.com by [Clicking Here](#).

Click again on View Web Hosting Plans.

This is the page that you will see:



The screenshot displays the HostGator website's web hosting section. At the top, the HostGator logo is accompanied by the tagline "we eat up the competition". Contact information includes a toll-free number (1.866.96.GATOR) and a local number (1.713.574.5287), along with a note about hosting over 9,000,000 domains and a "LIVE CHAT" button. A navigation bar lists services: WEB HOSTING, RESELLER HOSTING, VPS HOSTING, DEDICATED SERVERS, DOMAINS, SUPPORT, and AFFILIATES.

The main heading is "Unlimited Web Hosting", with the subtext "Web Hosting made EASY and AFFORDABLE!". Below this, three bullet points highlight features: "UNLIMITED Disk Space and Bandwidth", "FREE Site Building Tools and Templates", and "24/7/365 Award Winning Technical Support". A large yellow starburst graphic announces a "Now 20% OFF!" discount.

The "HostGator » Web Hosting" breadcrumb trail is followed by the heading "Get Started with HostGator Web Hosting Today!". Three hosting plans are presented in columns, each with a "Now 20% OFF!" banner:

- Hatchling Plan:** Includes a single domain, unlimited disk space and bandwidth, and a shared SSL certificate. Starting at \$3.96/mo\*.
- Baby Plan:** Includes unlimited domains, disk space, and bandwidth, along with a shared SSL certificate. Starting at \$6.36/mo\*.
- Business Plan:** Includes unlimited domains, disk space, and bandwidth, plus free private SSL & IP and a toll-free number. Starting at \$10.36/mo\*.

Each plan includes a "Compare All Hosting Plans" link and an "ORDER NOW" button. A footnote at the bottom right states: "\*Price reflects 20% off first invoice".

Since you are building one site, you want to select the “Hatchling” plan.



The image is a screenshot of the HostGator website's web hosting section. At the top, the HostGator logo is on the left, and contact information (Toll Free: 1.866.96.GATOR, Local: 1.713.574.5287) and a 'LIVE CHAT' button are on the right. A navigation bar below the header lists services: WEB HOSTING, RESELLER HOSTING, VPS HOSTING, DEDICATED SERVERS, DOMAINS, SUPPORT, and AFFILIATES. The main heading is 'Unlimited Web Hosting' with the tagline 'Web Hosting made EASY and AFFORDABLE!'. A large yellow starburst graphic on the right says 'Now 20% OFF!'. Below the heading, three bullet points list features: UNLIMITED Disk Space and Bandwidth, FREE Site Building Tools and Templates, and 24/7/365 Award Winning Technical Support. The section is titled 'HostGator » Web Hosting' and 'Get Started with HostGator Web Hosting Today!'. It displays three plans: Hatchling Plan, Baby Plan, and Business Plan. Each plan has a 'Now 20% OFF!' tag. The Hatchling Plan is highlighted with a red border and lists: Single Domain, UNLIMITED Disk Space, UNLIMITED Bandwidth, and Shared SSL Certificate, starting at \$3.96/mo\*. The Baby Plan lists: UNLIMITED Domains, UNLIMITED Disk Space, UNLIMITED Bandwidth, and Shared SSL Certificate, starting at \$6.36/mo\*. The Business Plan lists: UNLIMITED Domains, UNLIMITED Disk Space, UNLIMITED Bandwidth, FREE Private SSL & IP, and FREE Toll Free Number, starting at \$10.36/mo\*. Each plan has a 'Compare All Hosting Plans' link and an 'ORDER NOW' button. A footnote at the bottom right states: '\*Price reflects 20% off first invoice'.

HostGator **we eat up the competition**

Toll Free: **1.866.96.GATOR**  
Local: **1.713.574.5287**  
Now hosting over 9,000,000 domains!

**LIVE CHAT**

WEB HOSTING | RESELLER HOSTING | VPS HOSTING | DEDICATED SERVERS | DOMAINS | SUPPORT | AFFILIATES

## Unlimited Web Hosting

Web Hosting made **EASY** and **AFFORDABLE**!

- ✓ **UNLIMITED** Disk Space and Bandwidth
- ✓ **FREE** Site Building Tools and Templates
- ✓ **24/7/365** Award Winning Technical Support

**Now 20% OFF!**

HostGator » Web Hosting

### Get Started with HostGator Web Hosting Today!

**Hatchling Plan** **Now 20% OFF!**

- Single Domain
- **UNLIMITED** Disk Space
- **UNLIMITED** Bandwidth
- Shared SSL Certificate

Starting at \$3.96/mo\* ▼

[Compare All Hosting Plans](#)

**ORDER NOW ►**

**Baby Plan** **Now 20% OFF!**

- **UNLIMITED** Domains
- **UNLIMITED** Disk Space
- **UNLIMITED** Bandwidth
- Shared SSL Certificate

Starting at \$6.36/mo\* ▼

[Compare All Hosting Plans](#)

**ORDER NOW ►**

**Business Plan** **Now 20% OFF!**

- **UNLIMITED** Domains
- **UNLIMITED** Disk Space
- **UNLIMITED** Bandwidth
- **FREE** Private SSL & IP
- **FREE** Toll Free Number

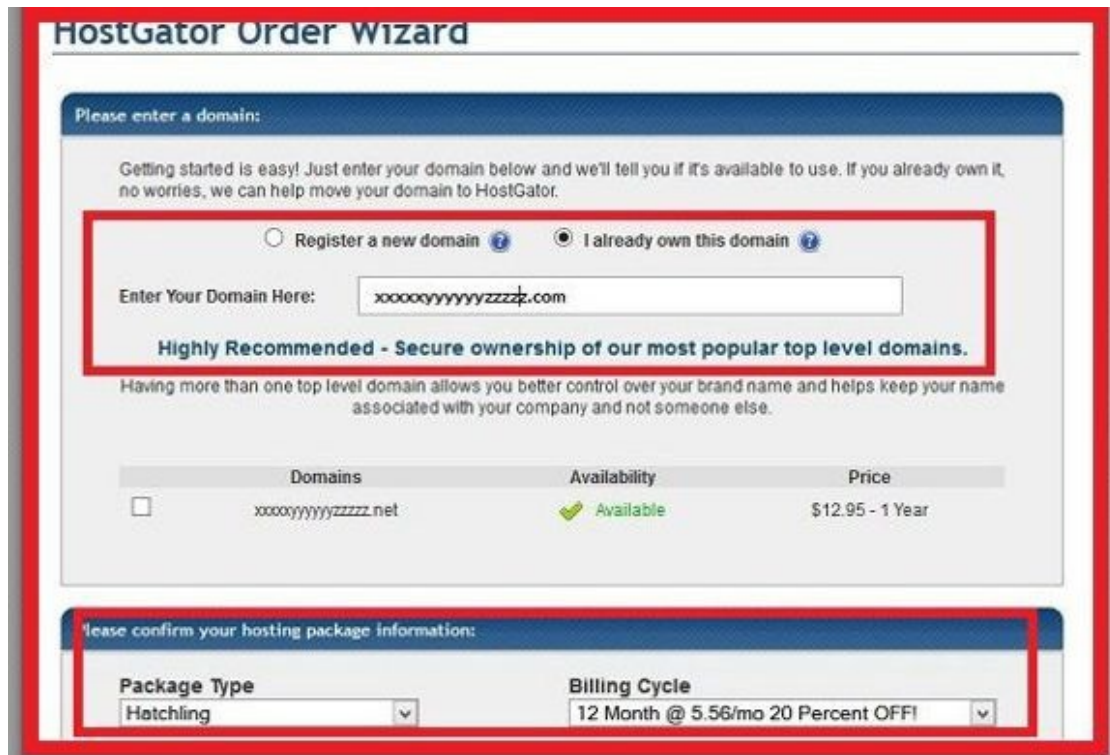
Starting at \$10.36/mo\* ▼

[Compare All Hosting Plans](#)

**ORDER NOW ►**

\*Price reflects 20% off first invoice

Once you click on the Order Now button, you will see this screen:

A screenshot of the HostGator Order Wizard interface. The page is titled "HostGator Order Wizard" in a blue header. Below the header, there's a section titled "Please enter a domain:" with a blue background. The text below says: "Getting started is easy! Just enter your domain below and we'll tell you if it's available to use. If you already own it, no worries, we can help move your domain to HostGator." There are two radio buttons: "Register a new domain" (unselected) and "I already own this domain" (selected). Below these is a text input field labeled "Enter Your Domain Here:" containing the text "xxxxxxxxxxxxx.com". A red box highlights the radio buttons and the input field. Below the input field, there's a section titled "Highly Recommended - Secure ownership of our most popular top level domains." with a subtext: "Having more than one top level domain allows you better control over your brand name and helps keep your name associated with your company and not someone else." Below this is a table with three columns: "Domains", "Availability", and "Price". The table has one row with a checkbox, the domain "xxxxxxxxxxxxx.net", a green checkmark and the word "Available", and the price "\$12.95 - 1 Year". At the bottom, there's a section titled "Please confirm your hosting package information:" with a blue background. It contains two dropdown menus: "Package Type" (set to "Hatchling") and "Billing Cycle" (set to "12 Month @ 5.56/mo 20 Percent OFF!"). A red box highlights these two dropdown menus.

Select “I already own this domain” – Then fill in the domain name that you registered at GoDaddy in the “Enter Your Domain Here” box.

The Package Type should already be selected as “Hatchling” but you will need to choose the “Billing Cycle.” Using the drop-down arrow, pick the length of time you want.

Double check your spelling and make sure that you are putting in exactly what you registered at GoDaddy.

Scroll down into the next part of the form. It looks like this:

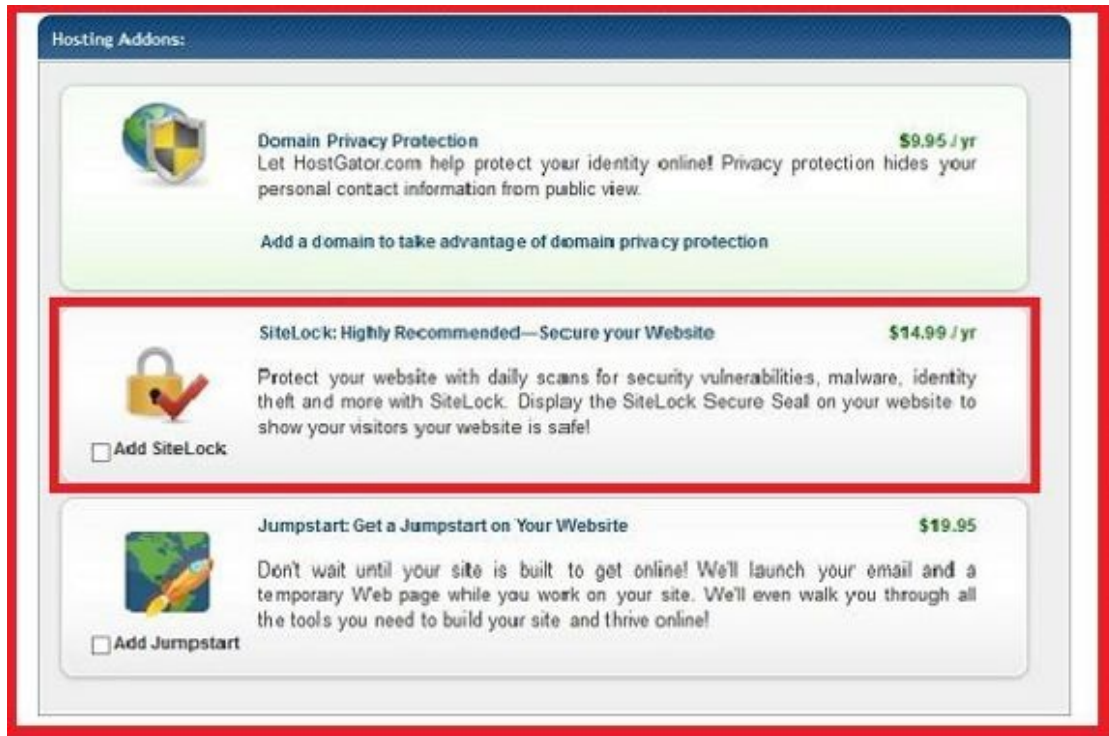
The screenshot displays a web form for creating a Hostgator account, divided into two main sections: "Please choose your account information:" and "Please enter your billing information:". The first section contains two input fields: "Username" with the placeholder "yourloginname" and "Security Pin" with the placeholder "11111111". Both fields are highlighted with red rectangular boxes. Below the "Username" field, there are four validation rules: a green checkmark indicating it may not contain capital letters, a green checkmark indicating it must start with a letter, a red X indicating it must be 2-8 characters long, and a green checkmark indicating it may not contain special characters/values. Below the "Security Pin" field, there are two validation rules: a green checkmark indicating it must be 4-8 characters long, and a red X indicating it may only contain numbers. The second section, "Please enter your billing information:", is divided into two columns. The left column, "Billing Information", includes fields for Email, First Name, Last Name, Company, Home Phone, Cell Phone, Address, Address 2, City, State (a dropdown menu currently showing "Alabama"), Zip Code, and Country (a dropdown menu currently showing "United States"). The right column, "Payment Information", includes radio buttons for "Credit Card" (selected) and "PayPal", logos for various payment methods (American Express, MasterCard, VISA, Discover, PayPal), and fields for "Name on Card", "Credit Card Number", "Expiration Date" (two dropdown menus showing "01" and "2013"), and "CVV Code". A small link "Help: Where is my CVV Code?" is located at the bottom right of the payment section.

Choose a Username – this can be anything you want as long as it fits the criteria listed below the box. This is the name you will use to sign in to your Hostgator Control Panel. At this time, choose a Security Pin, if you ever need to call or chat with Hostgator customer service, this PIN confirms that you own the account. Save this info on the password spreadsheet or text file.

Fill in all the Billing information. The Email Account you use here is where Hostgator will send your login information.



Before you get ready to pay, look at the following screen shot:



For some reason, Hostgator will preselect the SiteLock Add-on – I have already unticked the box in this image, but it's important to make sure that you aren't paying for something you don't want. If you want SiteLock, you may certainly purchase it here. Personally, I have never paid for SiteLock. So, it is totally up to you.



Now you are ready to pay. This is the last chance to double check everything.

Have a coupon code?

Coupon Code  ✓ You have chosen our most valuable coupon!

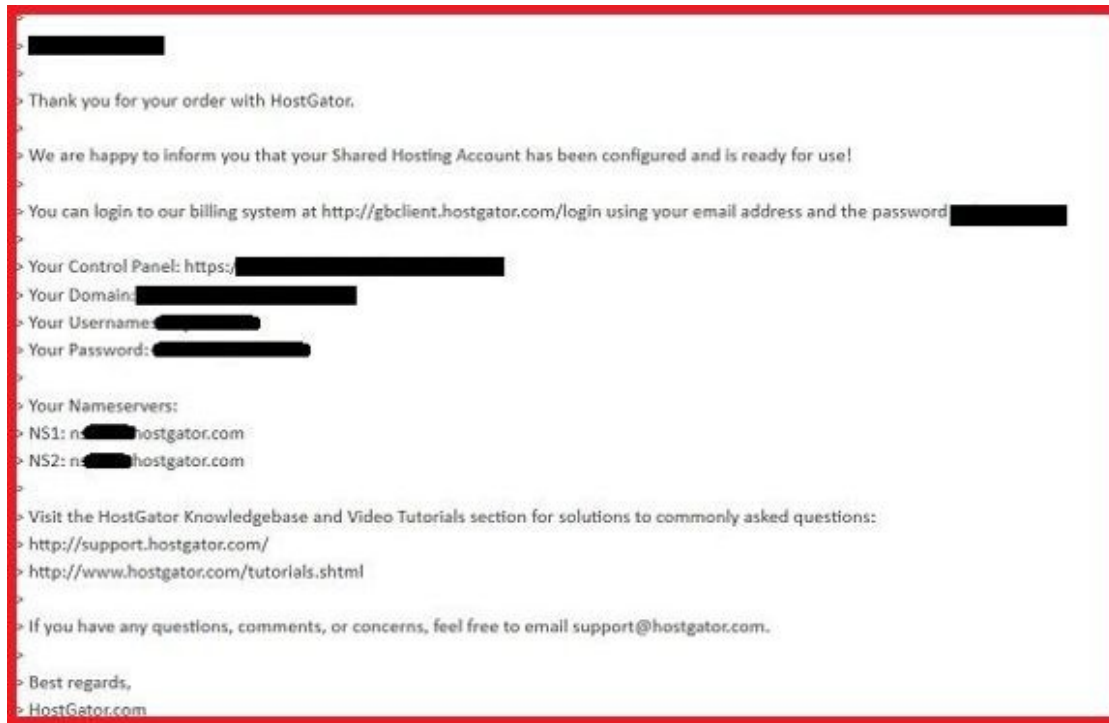
Please review the order details below:

24/7/365 Phone, Live Chat, Email Support	FREE!
Instant Account Activation	FREE!
Money Back Guarantee!	45 Days
Hosting	Hatchling
Package (12 Month Cycle)	\$83.40
Coupon Credit (SNAPPY   20 Percent OFF!)	-\$16.68
Hosting Addons	\$0.00
Setup Price	\$0.00
<b>Total Due: \$66.72</b>	

☐ I have read and agree to the [terms and conditions of use.](#)

Your cost should be \$66.72 – this is all it costs you for one year to have your domain hosted at Hostgator. This includes your cPanel (Control Panel) and email accounts. (The Coupon Code at the top is generated by Hostgator based on your plan and the one year payment.) Click Create Account and you are on your way to building your site.

This is the email you will receive from Hostgator:



The billing system login info is what you need to pay your hosting fees, keep this email safe so when you need to pay again next year, you have the info handy. I always save the info on my password spreadsheet.

The control panel info is how you get to your cPanel. You can access it via the “<https://XXXX>” URL that is provided in this email. Once your site is pointed to Hostgator (next step in the process) you can access it by using the URL “<http://YOURDOMAIN/cpanel>” In our example this would be: <http://EasyWordpressTutorialForBeginners.com/cpanel>.

## Why Not Host Your Site on GoDaddy?

There are several reasons that I don’t host my domains at GoDaddy. But the two most important ones are length of login time and backups. I have built sites on GoDaddy for clients, and even if you are working away on a site, building pages, *etc.* GoDaddy will log you off after a while and force you to log back in. I never

lost any work when this happened, but it is a nuisance.

There is no easy backup utility on GoDaddy unless you pay for a third party service. This can be a bit pricey, plus some of them want log in information to your site.

Hostgator has never logged me off when I was working, even when I was online for hours at a time. Hostgator has an easy click backup utility as a part of your cPanel. You can backup your files at any time and store them within your Hostgator files and you can download them to your own computer or flash drive if you want to.

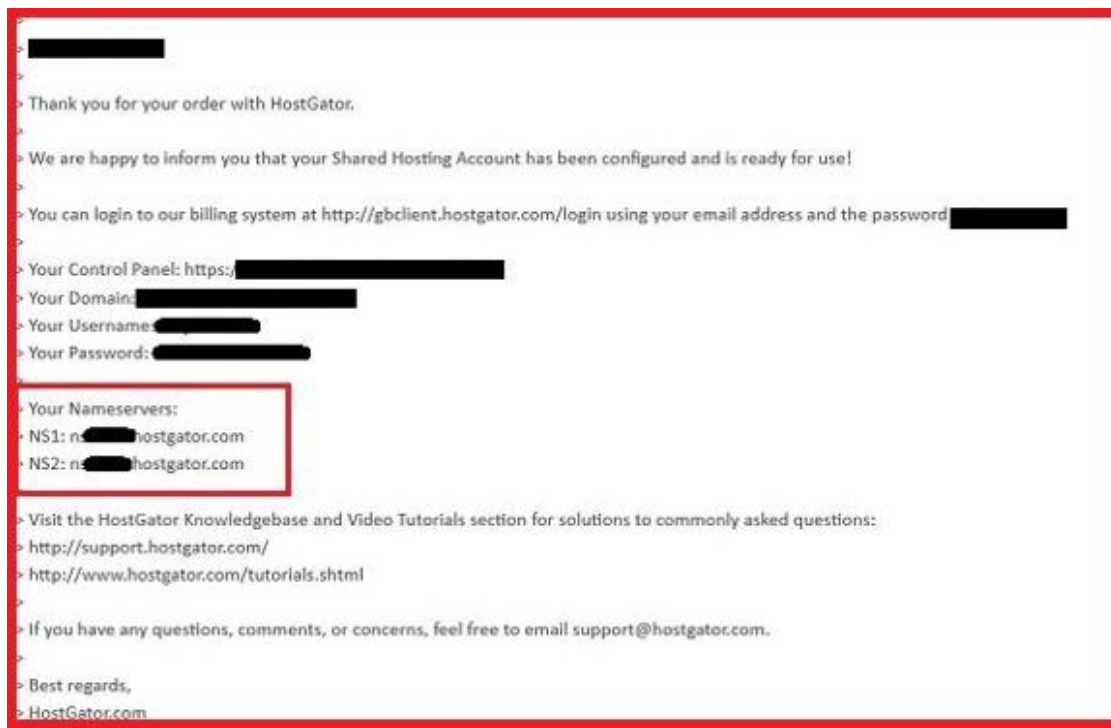
The backup utility is an important one. I have several dozen sites hosted with Hostgator and although they do process backups for you, it gives great peace of mind to be able to run my own backup when I have made significant changes to sites.

## Hostgator Control Panel

Now that you have received the email from Hostgator, you need to let GoDaddy know where your site will be hosted. This is SO easy! But until you do it, you cannot start building your site.

In the email from Hostgator, there are two Nameservers listed. You need these for the next step. They are formatted like this: NS1: nsXXXXX.hostgator.com

NS2: nsXXXXX.hostgator.com

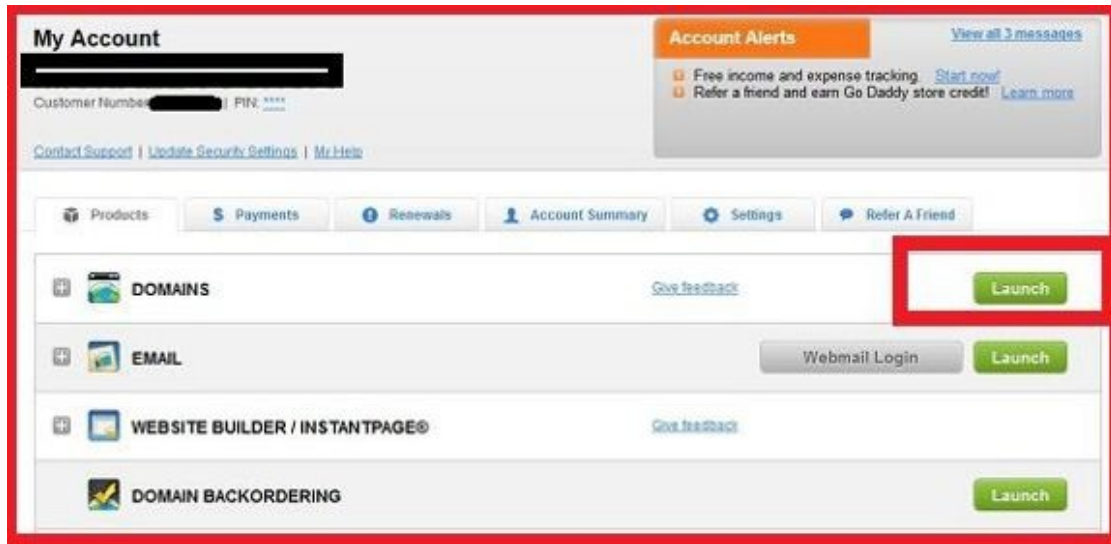


Log in to your GoDaddy account.



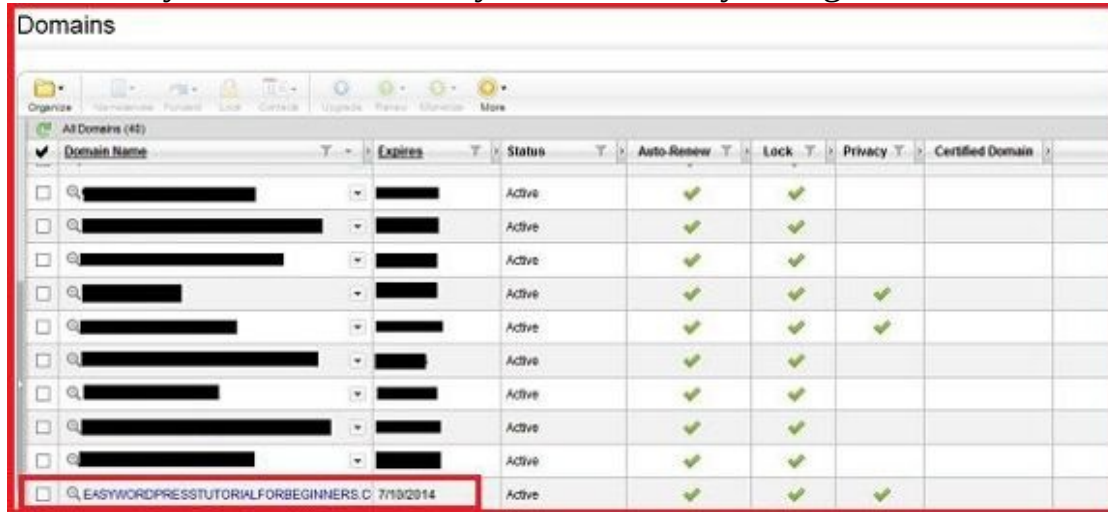
Click on My Account at the top left corner.

Now you should be looking at a page like this:



Click the Launch button next to DOMAINS.

Now you will be looking at the domain you own. My account has a number of domains; yours will have only the new one you registered. It looks like this:



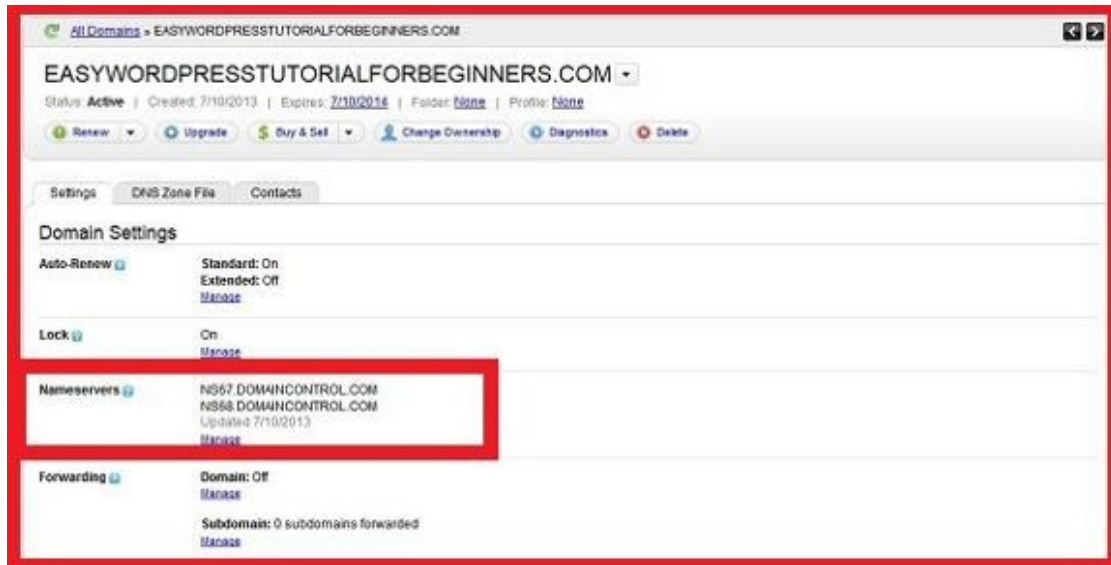
	Domain Name	Expires	Status	Auto-Renew	Lock	Privacy	Certified Domain
<input type="checkbox"/>	[REDACTED]	[REDACTED]	Active	✓	✓		
<input type="checkbox"/>	[REDACTED]	[REDACTED]	Active	✓	✓		
<input type="checkbox"/>	[REDACTED]	[REDACTED]	Active	✓	✓		
<input type="checkbox"/>	[REDACTED]	[REDACTED]	Active	✓	✓	✓	
<input type="checkbox"/>	[REDACTED]	[REDACTED]	Active	✓	✓	✓	
<input type="checkbox"/>	[REDACTED]	[REDACTED]	Active	✓	✓		
<input type="checkbox"/>	[REDACTED]	[REDACTED]	Active	✓	✓		
<input type="checkbox"/>	[REDACTED]	[REDACTED]	Active	✓	✓		
<input type="checkbox"/>	[REDACTED]	[REDACTED]	Active	✓	✓		
<input type="checkbox"/>	EASYWORDPRESSTUTORIALFORBEGINNERS.C	7/10/2014	Active	✓	✓	✓	

You can see the domain we are working with at the bottom of the list.

What we are doing now is “pointing” the domain to Hostgator. So click on your domain name.

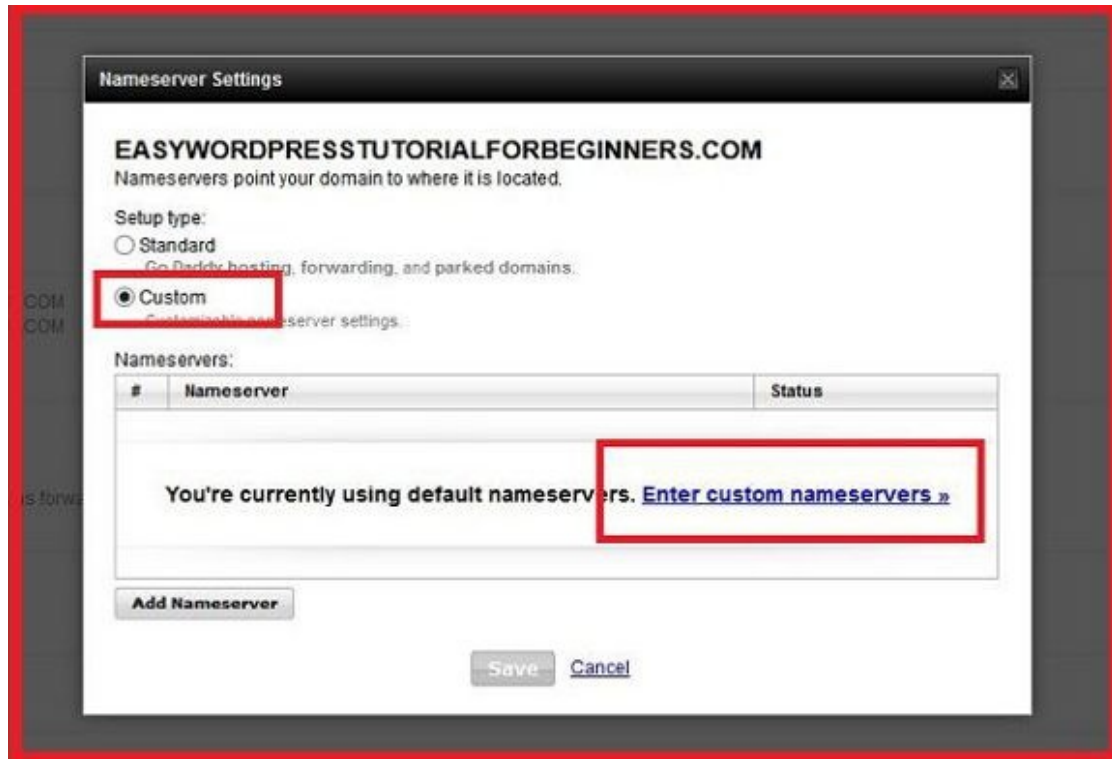


This is what you should see now:



Click “Manage” under the Nameservers on this screen.

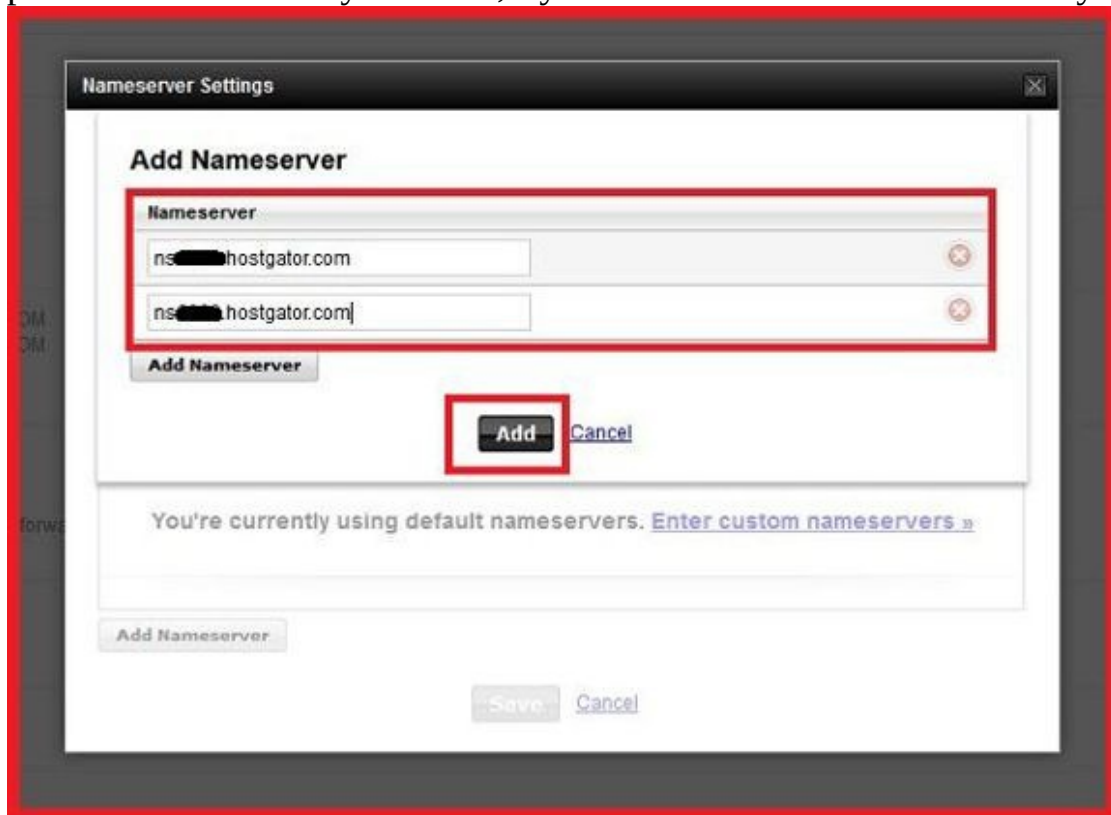
A pop up will open on your screen:



Click the button next to Custom, and then click **Enter custom nameservers.**

The next pop up gives you a place to enter the new Nameservers. Enter the nameservers that are in the email from Hostgator. Then click the add button at the bottom of the pop up screen.

(It is not necessary to use the Add Nameserver button under the entry box; this is for sites with more than two assigned nameservers. Since Hostgator only provides two for your site, you do not need to add any others.)



The screenshot shows a 'Nameserver Settings' window with a title bar. Inside, there's a section titled 'Add Nameserver'. Below this title, there are two input fields, each containing 'ns[redacted]hostgator.com'. To the right of each field is a small red 'X' icon. Below the input fields is a button labeled 'Add Nameserver'. Further down, there are two buttons: 'Add' and 'Cancel'. The 'Add' button is highlighted with a red rectangle. Below these buttons, there's a message: 'You're currently using default nameservers. [Enter custom nameservers »](#)'. At the bottom of the window, there are two more buttons: 'Save' and 'Cancel'.

The next pop up looks like this:

**Nameserver Settings**

**EASYWORDPRESSTUTORIALFORBEGINNERS.COM**

Nameservers point your domain to where it is located.

Setup type:

☐ Standard  
Go Daddy hosting, forwarding, and parked domains.

☒ Custom  
Customizable nameserver settings.

Nameservers: [Edit Nameservers](#)

#	Nameserver	Status
1	XXXXXXXXX.HOSTGATOR.COM	
2	XXXXXXXXX.HOSTGATOR.COM	

[Add Nameserver](#)

**Save** [Cancel](#)

Confirm that you have input the nameservers correctly. It should be NSXXXXX.HOSTGATOR.COM for each one. Replace the XXXX with the numbers from your Hostgator email.

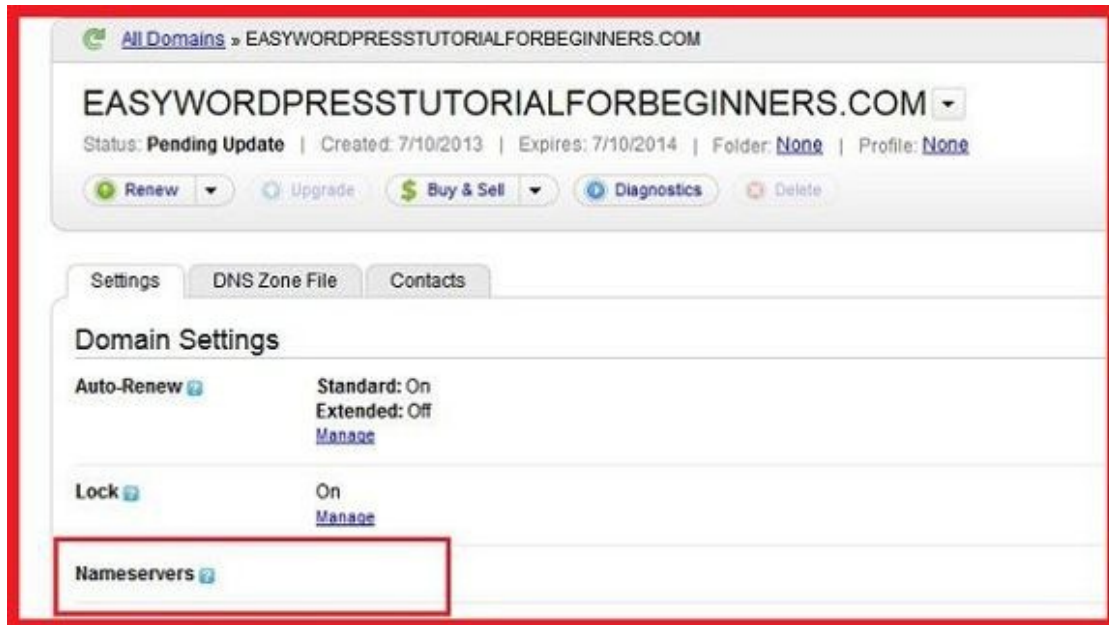
Click Save.

You have just pointed your site to Hostgator.

It can take anywhere from 1 to 24 hours for everything to happen, so be patient.

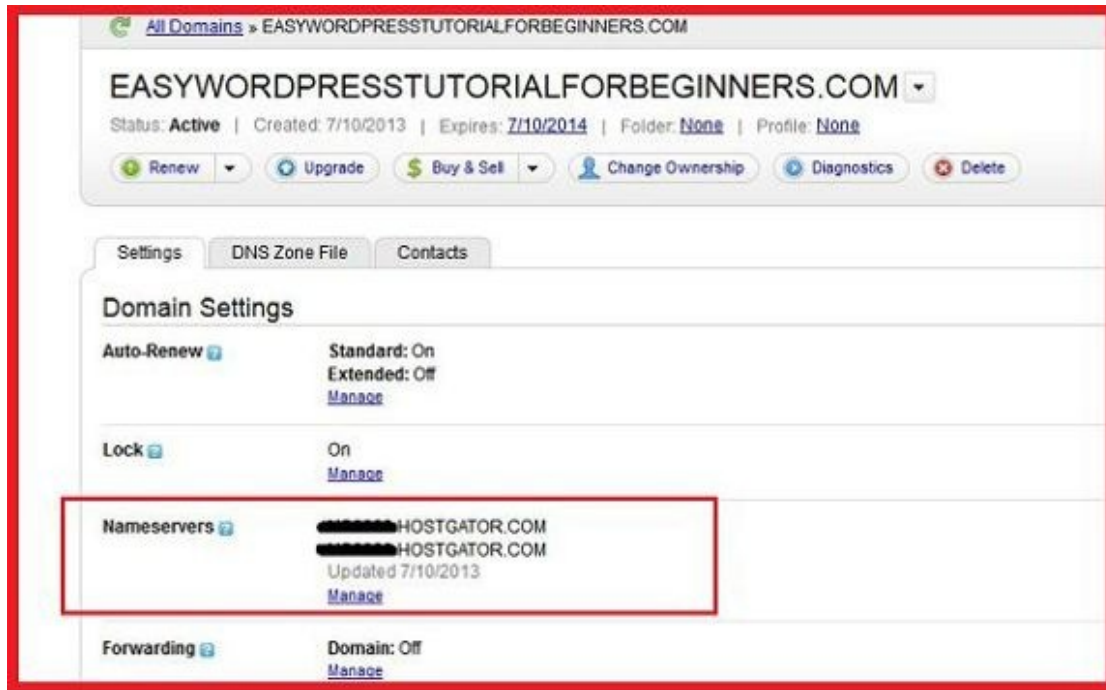
Now that this step is done, you can look at the domain details on Godaddy again.

Depending on how quickly you look, you might see this:



The Nameservers block is completely blank. Don't worry about this. This is because the status is "Pending Update." You can see this status right under the domain name at the top.

Check again in a little while and you will see the new Hostgator Nameservers.



WOOHOO! Success at the Godaddy site. But it still might take a little while for Hostgator to fully recognize the move to their servers.

To check the status of the propagation (pointing of your site to the Hostgator servers) you can type your new domain in the browser bar. If it has been pointed to Hostgator, you will see this: Again, be patient. Sometimes it takes a little while for everything to happen. But once you see this, you can move on.



Now you are ready to log in to your Hostgator cPanel and set up your email account/s and install Wordpress.

Isn't this fun?

## Hostgator cPanel

Hostgator's cPanel has a lot of options for you to manage your account with them. We will only discuss a few of them, because you only need to know about three of the options to start with.

As you become more familiar with managing your site/s you can learn more from the Hostgator tutorials.

To get to the login panel – put <http://YOURDOMAIN/cpanel> in your browser bar. As an example, I put <http://EasyWordpressTutorialForBeginners.com/cpanel> in my browser bar:





Once you input the user name and password that you received from Hostgator, you will see the cPanel. I loaded this up in several images because it is a long page.



This is the next part:

The screenshot displays a web hosting control panel with a red border. The left sidebar contains several promotional sections: 'Learn More' with a play button, 'Weebly Website Builder' with a 'W' logo and text 'Get your website online in minutes! Click here to create your website!', 'VoIP Services by VOIPo' with icons for 'Unlimited Home Phone Service \$99/Year' and 'Toll-Free Numbers 4.9 Cents Per Minute', 'Make Money with Us' with 'Make Money by Referring US' and 'Employee Referral Program', and 'Website Traffic' with a dropdown menu and a table showing traffic statistics for 'Yesterday's traffic', 'Traffic this month', and 'Traffic last month'. The main content area is divided into five sections: 'Mail', 'Files', 'Logs', and 'Security'. The 'Mail' section is highlighted with a red box and contains icons for 'Email Accounts', 'Webmail', 'BoxTrapper', 'SpamAssassin', 'Forwarders', 'Auto Responders', 'Default Address', 'Mailing Lists', 'Account Level Filtering', 'User Level Filtering', 'Email Trace', 'Import Addresses/Forwarders', 'Email Authentication', and 'MX Entry'. The 'Files' section includes 'Backups', 'Backup Wizard', 'File Manager', 'Legacy File Manager', 'Disk Space Usage', 'FTP Accounts', 'FTP Session Control', and 'Anonymous FTP'. The 'Logs' section includes 'Latest Visitors', 'Bandwidth', 'Webalizer', 'Webalizer FTP', 'Raw Access Logs', 'Error Log', 'Choose Log Programs', 'Awstats', and 'Google Analytics Integration'. The 'Security' section includes 'Password Protect Directories', 'IP Deny Manager', 'HotLink Protection', and 'GnuPG Keys'.

Website Traffic	
Last updated: Jul 13 11:35 CDT	
Yesterday's traffic	
Traffic this month	
Traffic last month	

Here is the next section:

The screenshot displays a web hosting control panel with a red border. It is divided into several sections:

- Backup Status:** A table showing backup details.

Backup Status	
Status	Successful
Began	July 9, 2013, 7:51 pm
Completed	July 9, 2013, 8:15 pm
Email	None - Click to configure.
Setting	
If Backups ran now, your account would be backed up	
	4,535.62 MB / 20,000MB
	59753 / 100,000(Files)
- Statistics:** A sidebar on the left containing:
  - Main Domain: [Redacted]
  - Addon Domains: [Redacted]
  - Subdomains: [Redacted]
  - Parked Domains: [Redacted]
  - Last login from: [Redacted]
  - Processes Running: 2 / 25 (with a green progress bar and a "View All Processes" link)
  - CPU Usage: 0% (with a "View Graph" link and a "Refresh" button)
  - Memory Usage: 0% (with a "Refresh" button)
  - Disk Usage: [Redacted]
  - Monthly Transfer: [Redacted]
  - Email Accounts: [Redacted]
- Tools and Services:** A grid of icons for various utilities:
  - Top row: Subdomains, Addon Domains, Parked Domains, Redirects, Simple DNS Zone Editor, Advanced DNS Zone Editor.
  - Databases section: MySQL® Databases, MySQL® Database Wizard, phpMyAdmin, Remote MySQL.
  - Software/Services section: Weebly, CGI Center2, QuickInstall, Perl, PHP PEAR Packages, PHP Configuration, RubyGems, Ruby on Rails, Optimize Website, **Fantastico De Luxe** (highlighted with a red box), goMobi Site Builder, php.ini QuickConfig.
  - Advanced section: Apache Handlers, Image Manager, Index Manager, Error pages, Cron jobs, Network Tools, FrontPage® Extensions, MIME Types, Cloudflare.
- Footer:** A row of links: "hide icons | reset all interface settings | reveal all boxes | reset box order".

Now that you have seen the complete cPanel, (I hope you have logged in to see yours) we will look at Email Accounts and Fantastico De Luxe for now.

We will talk about Backups in a later chapter.

Here is the screen shot where you can find the Email Accounts link. You can have as many email accounts as you want – so, you might want one for INFO, one for SERVICE, one for YOUR NAME.

My suggestion is to keep it simple because you will have to monitor the email accounts. Make it easy on yourself and just have one or two until you see that you really need more.

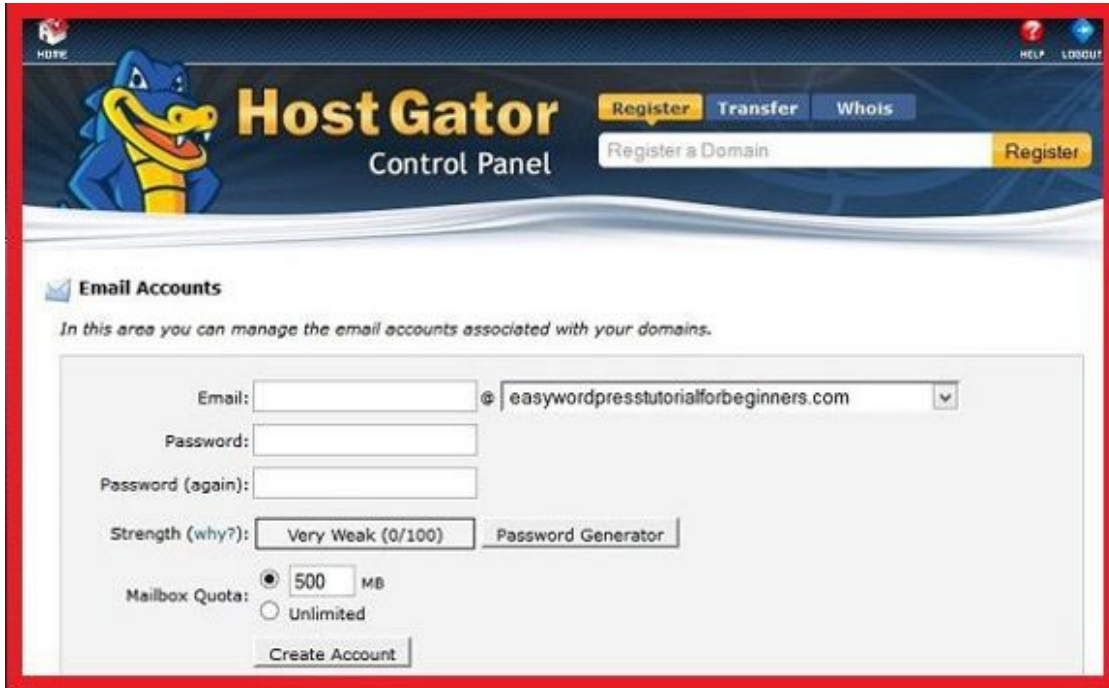
## Setting up Email Accounts

Click on the Email Accounts icon and let's get started.





Here is what you will see next:



The screenshot displays the HostGator Control Panel interface. At the top, there is a navigation bar with the HostGator logo (a blue alligator) and the text "HostGator Control Panel". To the right of the logo are buttons for "Register", "Transfer", and "Whois". Below these buttons is a search bar labeled "Register a Domain" with a "Register" button. In the top right corner, there are links for "HELP" and "LOGOUT".

The main content area is titled "Email Accounts" with a sub-header: "In this area you can manage the email accounts associated with your domains." Below this, there is a form for creating a new email account. The form includes the following fields and options:

- Email:** A text input field followed by a dropdown menu showing "easywordpresstutorialforbeginners.com".
- Password:** A text input field.
- Password (again):** A text input field.
- Strength (why?):** A dropdown menu showing "Very Weak (0/100)" and a "Password Generator" button.
- Mailbox Quota:** Two radio button options: "500 MB" (selected) and "Unlimited".
- Create Account:** A button at the bottom of the form.

Whatever you want for an email address is what you will fill in. For this example, I will use my first name and set up Jared@easywordpresstutorialforbeginners.com. You can use whatever you would like here.

Then you will click on the Generate Password. This will provide you with a very secure password for your email account.



**HostGator**  
Control Panel

Register Transfer Whois

Register a Domain Register

**Email Accounts**

*In this area you can manage the email accounts associated with your domains.*

Email: jared @ easywordpresstutorialforbeginners.com ✓

Password:

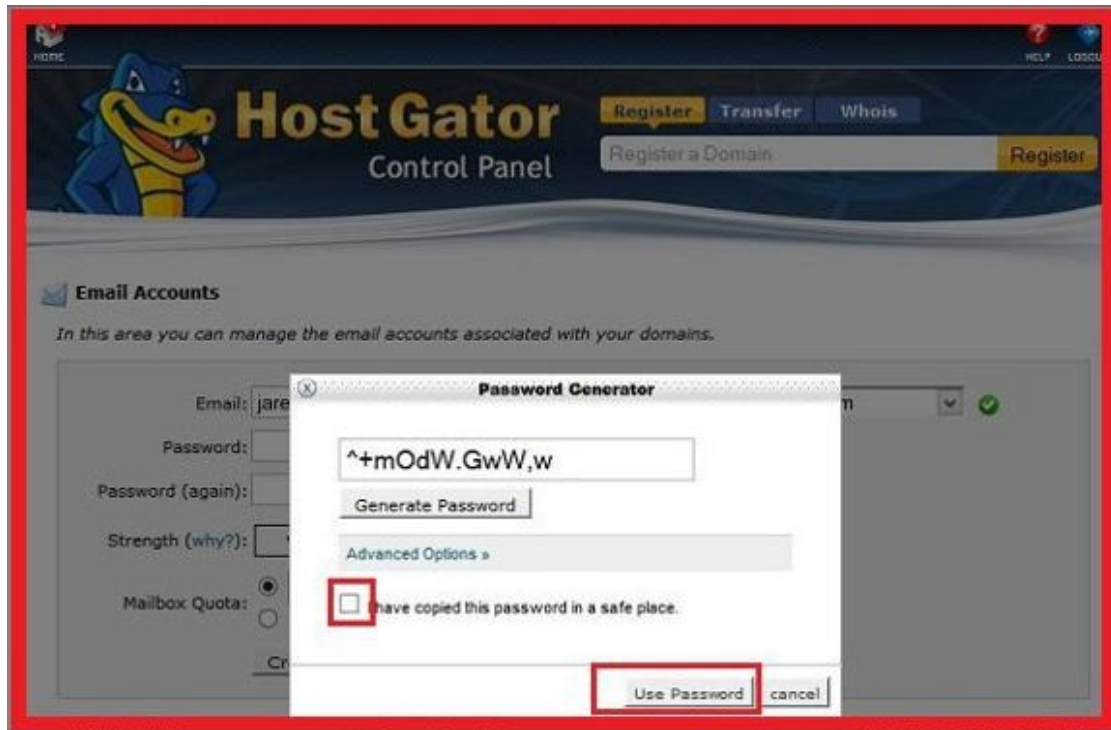
Password (again):

Strength (why?): Very Weak (0/100) **Password Generator**

Mailbox Quota: ☒ 500 MB ☐ Unlimited

Create Account

You will see a pop up with a password. Click on this password and copy it to the spreadsheet or text file where you are saving your passwords.



Now click on the box that says you have saved the password. Then click on Use Password. The system will then fill in the password for you.



This is the next screen you will see:



The image shows the Host Gator Control Panel interface. At the top, there is a header with the Host Gator logo (a blue alligator) and the text "Host Gator Control Panel". To the right of the logo are buttons for "Register", "Transfer", and "Whois". Below these buttons is a search bar with the text "Register a Domain" and a "Register" button. The main content area is titled "Email Accounts" and includes a sub-header: "In this area you can manage the email accounts associated with your domains." Below this, there is a form for creating an email account. The form includes fields for "Email:" (containing "jared"), a dropdown menu for the domain (containing "easywordpresstutorialforbeginners.com"), "Password:" (masked with dots), "Password (again):" (masked with dots), and a "Strength (why?):" indicator showing "Very Strong (100/100)". There is also a "Password Generator" button. The "Mailbox Quota:" section has two radio button options: "500 MB" and "Unlimited". The "Unlimited" option is selected, indicated by a green checkmark. A "Create Account" button is located at the bottom of the form. The entire form area is highlighted with a red border.

Host Gator Control Panel

Register Transfer Whois

Register a Domain Register

### Email Accounts

In this area you can manage the email accounts associated with your domains.

Email: jared @ easywordpresstutorialforbeginners.com

Password: ••••••••

Password (again): ••••••••

Strength (why?): Very Strong (100/100) Password Generator

Mailbox Quota: ☐ 500 MB ☒ Unlimited

Create Account

Select the mailbox quota to be Unlimited by clicking the circle next to this option, then click Create Account.

To read your emails online, you can go to the Email Accounts icon on the cPanel. Now the page you open will show the email account/s that you have set up.

Email:  @ easywordpresstutorialforbeginners.com

Password:

Password (again):

Strength (why?): Very Weak (0/100) [Password Generator](#)

Mailbox Quota: ☒ 500 MB ☐ Unlimited

[Create Account](#)

Search Email  [Search Email](#) Results per page: 10

ACCOUNT @ DOMAIN	USAGE / QUOTA / %	ACTIONS			
[REDACTED]	0 / ∞ MB	<a href="#">Change Password</a>	<a href="#">Change Quota</a>	<a href="#">Delete</a>	<a href="#">More ▼</a>
[REDACTED]	0 / 250 MB	<a href="#">Change Password</a>	<a href="#">Change Quota</a>	<a href="#">Delete</a>	<a href="#">More ▼</a>
[REDACTED]	0 / ∞ MB	<a href="#">Change Password</a>	<a href="#">Change Quota</a>	<a href="#">Delete</a>	<a href="#">More ▼</a>
[REDACTED]	0 / 250 MB	<a href="#">Change Password</a>	<a href="#">Change Quota</a>	<a href="#">Delete</a>	<a href="#">More ▼</a>
[REDACTED]	0 / ∞ MB	<a href="#">Change Password</a>	<a href="#">Change Quota</a>	<a href="#">Delete</a>	<a href="#">More ▼</a>
jared@easywordpresstutorialforbeginners.com	0 / ∞ MB	<a href="#">Change Password</a>	<a href="#">Change Quota</a>	<a href="#">Delete</a>	<a href="#">More ▼</a>
[REDACTED]	0 / 250 MB	<a href="#">Change Password</a>	<a href="#">Change Quota</a>	<a href="#">Delete</a>	<a href="#">More ▼</a>

Access Webmail

Configure Email Client

Click on the More box with the arrow and you see that there are two options. You can read your email from here, or set up Outlook or another email program. Click on Access Webmail.

The top of the page shows you which email account you are logged into. You can select any of the platforms, but for this example we will use Squirrel Mail.



This is what you will see when you open Squirrel Mail:

I know that it is a bit small in this image. But you can see the commands for using the inbox are boxed in. When you look at your own, it will be much easier to read.



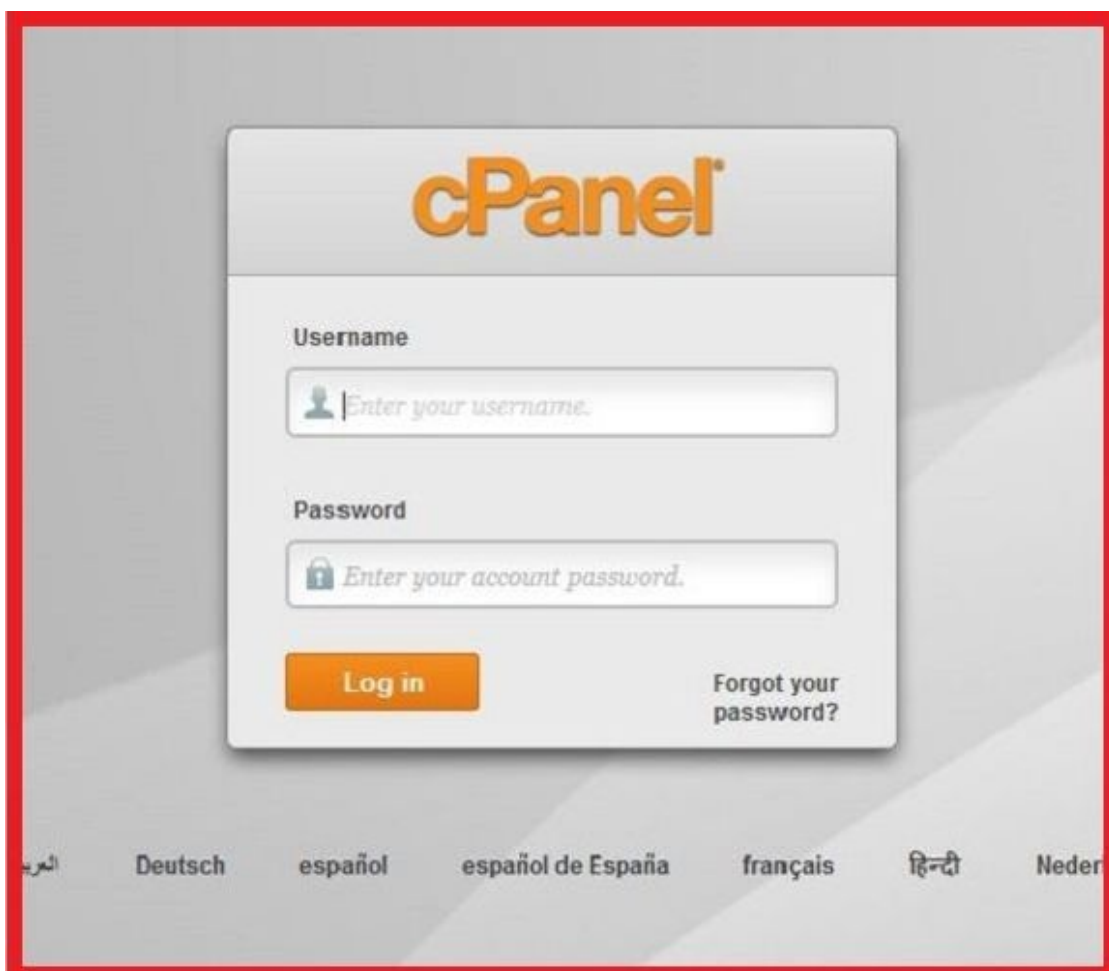
It is a bit confusing to set it up on Outlook, so instead of putting that here, I will place instructions on the website as a page once we are done with this book. Since not everyone will use Outlook, I won't include it here.

## Install Wordpress

Now we come to the FUN part. Let's install Wordpress and get down to the nitty gritty.

First, log in to your Hostgator cPanel. Remember, you log in by putting <http://YOURDOMAIN.com/cpanel> in the browser address bar.

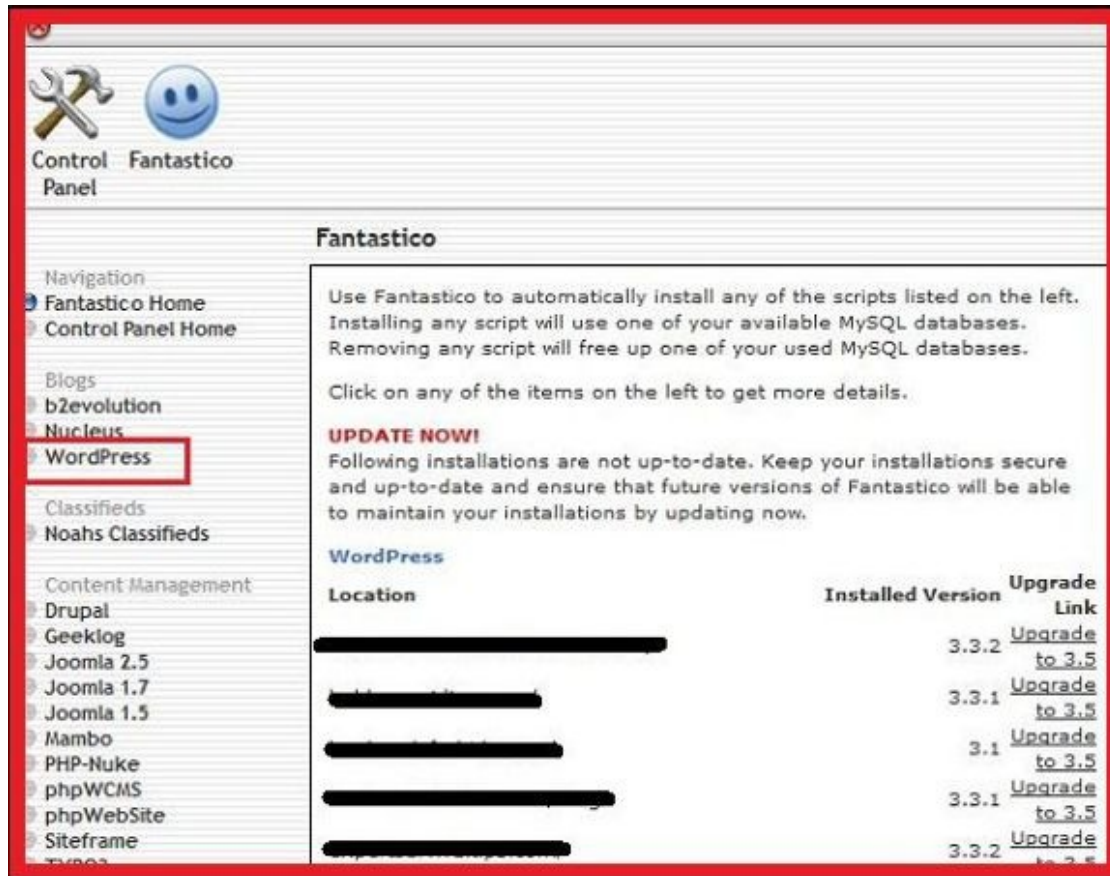
This is the page you are looking for:

The image shows the cPanel login interface. At the top, the 'cPanel' logo is displayed in orange. Below the logo, there are two input fields: 'Username' and 'Password'. The 'Username' field has a user icon and placeholder text 'Enter your username.'. The 'Password' field has a lock icon and placeholder text 'Enter your account password.'. Below these fields is an orange 'Log in' button. To the right of the button is a link that says 'Forgot your password?'. At the bottom of the page, there is a horizontal list of language options: العربية, Deutsch, español, español de España, français, हिन्दी, and Neder.

Log in and go to the Fantastico De Luxe icon on the cPanel page: Click on this icon.

The image shows a screenshot of the cPanel web interface. On the left side, there is a sidebar with several sections: 'Backup Status' showing a successful backup on July 9, 2013; 'Statistics' showing domain information; 'Processes Running' with a count of 2/25; 'CPU Usage' at 0%; 'Memory Usage' at 0%; 'Disk Usage'; 'Monthly Transfer'; and 'Email Accounts'. The main content area on the right is divided into several horizontal panels. The top panel contains icons for 'Subdomains', 'Addon Domains', 'Parked Domains', 'Redirects', 'Simple DNS Zone Editor', and 'Advanced DNS Zone Editor'. The 'Databases' panel includes 'MySQL® Databases', 'MySQL® Database Wizard', 'phpMyAdmin', and 'Remote MySQL'. The 'Software/Services' panel features icons for 'Weebly', 'CGI Center2', 'QuickInstall', 'Perl', 'PHP PEAR Packages', 'PHP Configuration', 'RubyGems', 'Ruby on Rails', 'Optimize Website', 'Fantastico De Luxe' (which is highlighted with a red square), 'GoMobi Site Builder', and 'php.ini QuickConfig'. The 'Advanced' panel at the bottom includes 'Apache Handlers', 'Image Manager', 'Index Manager', 'Error pages', 'Cron jobs', 'Network Tools', 'FrontPage® Extensions', 'MIME Types', and 'Cloudflare'. At the very bottom of the main content area, there are links: 'hide icons | reset all interface settings | reveal all boxes | reset box order'.

This is the Fantastico home page.



**Control Panel** **Fantastico**

**Fantastico**

Use Fantastico to automatically install any of the scripts listed on the left. Installing any script will use one of your available MySQL databases. Removing any script will free up one of your used MySQL databases.

Click on any of the items on the left to get more details.

**UPDATE NOW!**

Following installations are not up-to-date. Keep your installations secure and up-to-date and ensure that future versions of Fantastico will be able to maintain your installations by updating now.

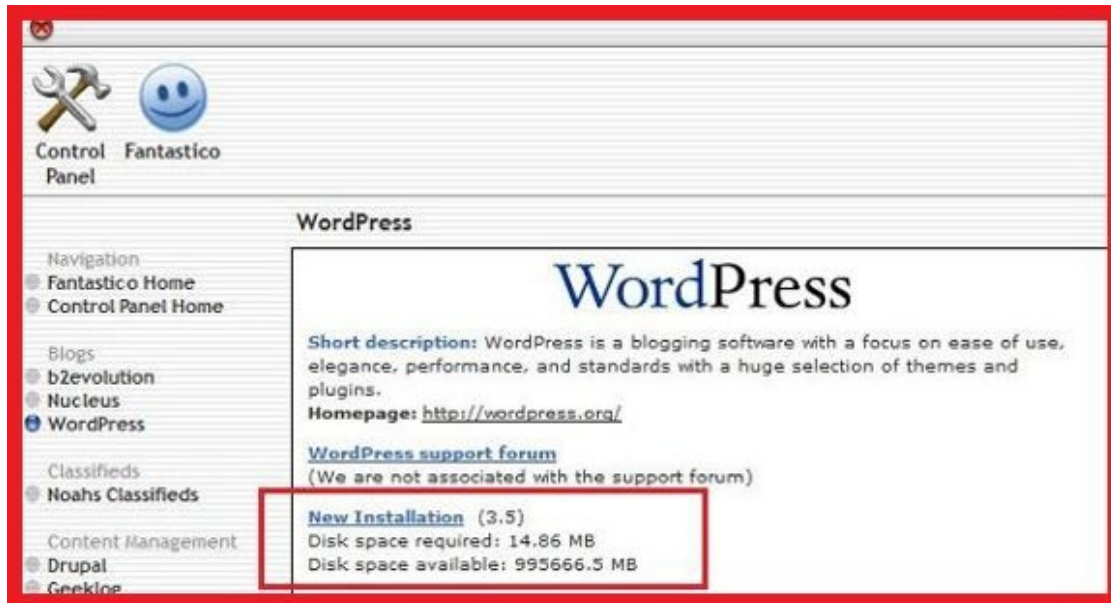
**WordPress**

Location	Installed Version	Upgrade Link
[REDACTED]	3.3.2	<a href="#">Upgrade to 3.5</a>
[REDACTED]	3.3.1	<a href="#">Upgrade to 3.5</a>
[REDACTED]	3.1	<a href="#">Upgrade to 3.5</a>
[REDACTED]	3.3.1	<a href="#">Upgrade to 3.5</a>
[REDACTED]	3.3.2	<a href="#">Upgrade to 3.5</a>



Click on Wordpress on the left hand side under the word Blogs.

Now click on the New Installation.





Here is the Installation Screen:

WordPress

Navigation

- Fantastico Home
- Control Panel Home

Blogs

- b2evolution
- Nucleus
- WordPress

Classifieds

- Noahs Classifieds

Content Management

- Drupal
- Geeklog
- Joomla 2.5
- Joomla 1.7
- Joomla 1.5
- Mambo
- PHP-Nuke
- phpWCMS
- phpWebSite
- Siteframe
- TYPO3
- Xoops
- Zikula

Customer Relationship

- Crafty Syntax Live Help
- Help Center Live
- osTicket
- PHP Support Tickets
- Support Logic Helpdesk
- Support Services Manager

Discussion Boards

- phpBB
- SMF

E-Commerce

- CubeCart
- OS Commerce
- Zen Cart

F.A.Q.

- FAQMasterFlex

Hosting Billing

WordPress

Install WordPress (1/3)

Installation location

Install on domaineasywordpresstutorialforbeginners.com

Install in directory

Leave empty to install in the root directory of the domain (access example: http://domain/). Enter only the directory name to install in a directory (for http://domain/name/ enter name only). This directory SHOULD NOT exist, it will be automatically created!

Admin access data

Administrator-usernameXXXXXX

PasswordXXXXXX

Base configuration

Admin nickname

Admin e-mail (your email address)XXXX

Site namess Tutorial For Beginners

Description

Install WordPress

The first thing you will do is select the domain that you want to install Wordpress on. Since you have only one domain, it is likely already filled in the Install on Domain box.

You will leave the Install in Directory box blank. If you later on decide to add a blog to your website, you will come to this page again and add the directory that you want to use, but for now, leave this blank. If you fill it in, you will not be able to see your site on the web by putting your domain in the address bar. That would be a bad thing.

Admin access data:

Administrator username – this is the name you will use to sign into your site.

Password – this is the password to sign into your site.

You can leave Admin nickname blank

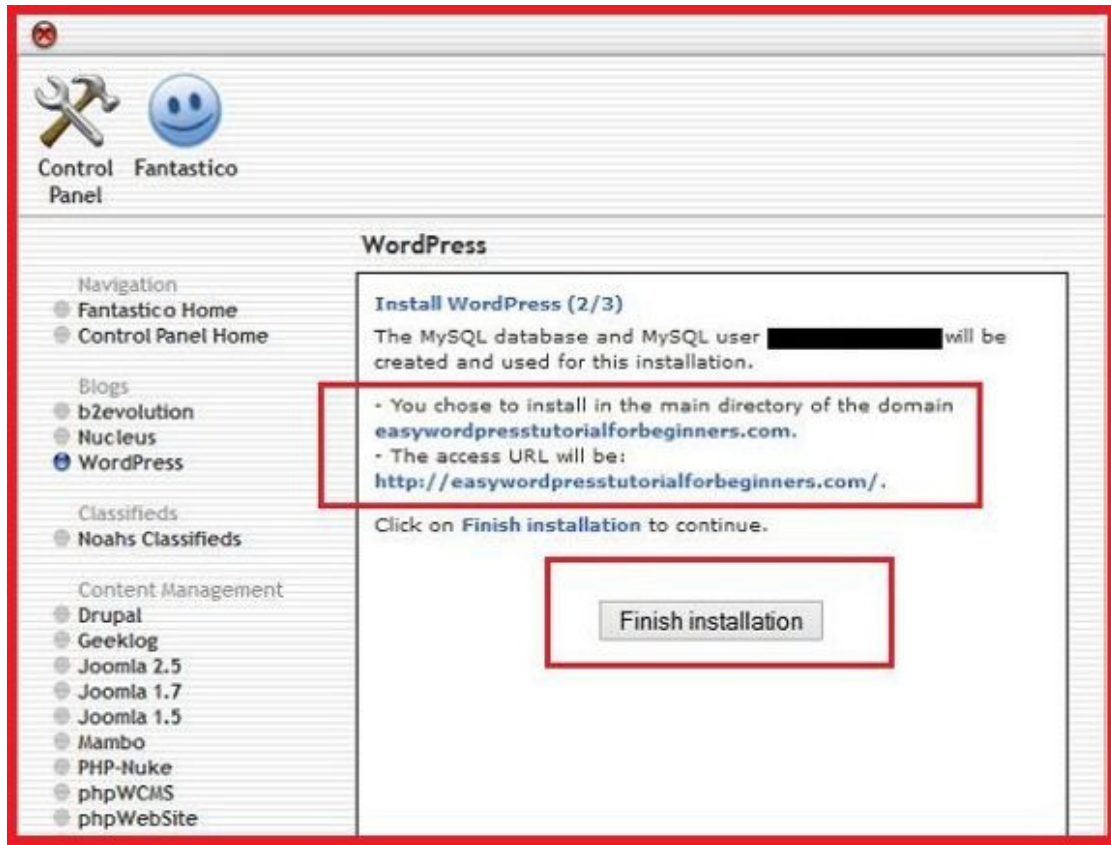
Admin email – Use an email that you plan to keep – if you ever have trouble logging in, this is where an email will go to reset your password!

Sitename – You can fill this in or leave it blank. Depending on how you set up your site, you will probably change it anyway. I filled it in.

Click Install Wordpress!

WOO HOO – it's almost ready to go.

This is the double check screen. Confirm that the information is correct.



When you are ready – Click Finish Installation and Fantastico De Luxe will set up your site.

Are you ready?

Do it!

On the next page, put an email address into the box at the bottom so that you will receive an email with your login information for your site. Click Send E-mail.



**Control Fantastico Panel**

**WordPress**

**Install WordPress (3/3)**

**/easywordpresstutorialforbeginners.com/wp-config.php** configured

**/easywordpresstutorialforbeginners.com/data.sql** configured

**Please notice:**

We only offer auto-installation and auto-configuration of **WordPress** but do not offer any kind of support.

You need a username and a password to enter the admin area.  
Your username is [REDACTED] your password is [REDACTED]  
The full URL to the admin area (**Bookmark this!**):  
<http://easywordpresstutorialforbeginners.com/wp-admin/>

**DO NOT REMOVE** the file named **fantastico\_fileslist.txt** from the installation directory. It is used for uninstalling this application.

[Back to WordPress overview](#)

Email the details of this installation to:

[Send E-mail](#)

**Navigation**

- Fantastico Home
- Control Panel Home

**Blogs**

- b2evolution
- Nucleus
- WordPress

**Classifieds**

- Noahs Classifieds

**Content Management**

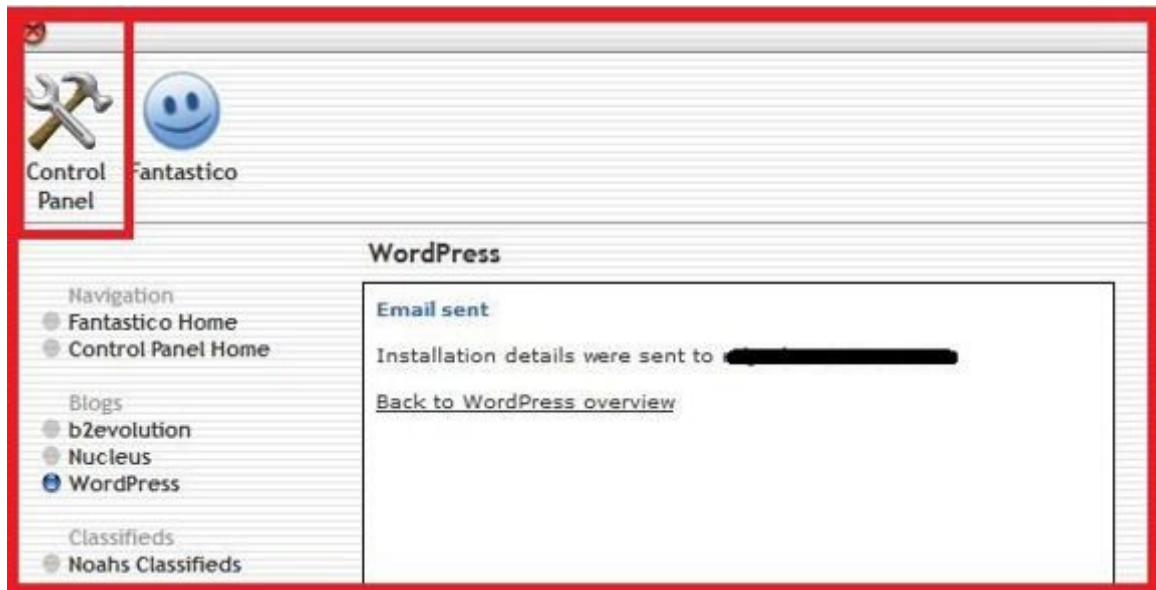
- Drupal
- Geeklog
- Joomla 2.5
- Joomla 1.7
- Joomla 1.5
- Mambo
- PHP-Nuke
- phpWCMS
- phpWebSite
- Siteframe
- TYPO3
- Xoops
- Zikula

**Customer Relationship**

- Crafty Syntax Live Help
- Help Center Live
- osTicket
- PHP Support Tickets
- Support Logic Helpdesk
- Support Services Manager

**Discussion Boards**

The next screen confirms that the email has been sent. Now go back to the Control Panel by clicking in the top left corner.



Now that you are back on the cPanel – you can click LogOut at the top right hand corner. You are ready to go to your site.

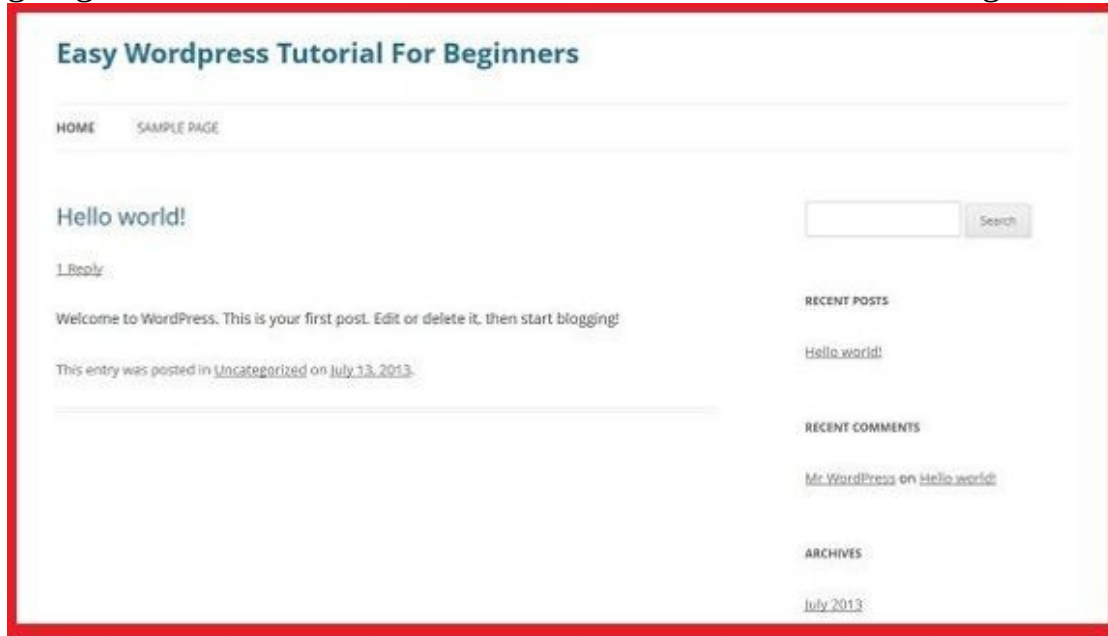
But log out of here first.



## Your Site

So, now - put your domain into the address bar.

It's not very exciting because the default installation is pretty boring, but we are going to fix that. Yours should look something like mine:



Are you ready to start building your own site?

Then let's do it!

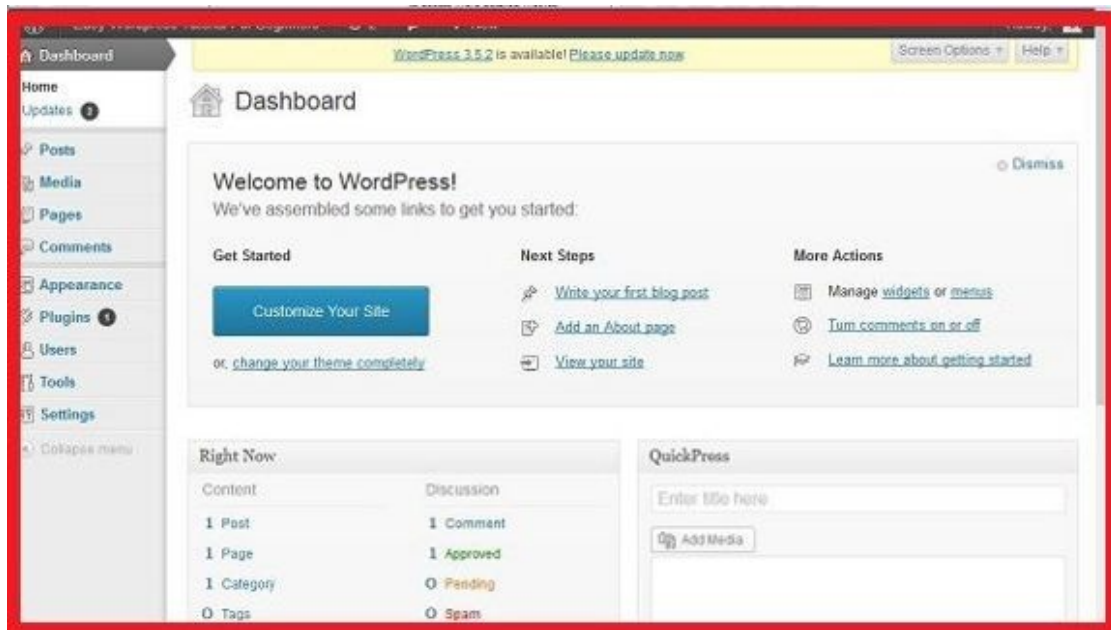
Using the information that fantastic gave you, you can log into your site by putting your domain into the address bar followed by “wp-admin.”

For our example, the URL is <http://easywordpresstutorialforbeginners.com/wp-admin> This brings up this page:

The image shows the WordPress login interface. At the top is the WordPress logo, consisting of a circular 'W' icon and the word 'WORDPRESS' in a serif font. Below the logo is a white login box with a subtle drop shadow. Inside this box, there are two input fields: 'Username' and 'Password'. The 'Username' field is highlighted with a red rectangular border. Below the password field is a checkbox labeled 'Remember Me'. To the right of the checkbox is a blue 'Log In' button, which is also highlighted with a red rectangular border. Below the login box, there is a link that says 'Lost your password?'. At the bottom of the page, there is a link that says '← Back to Easy Wordpress Tutorial For Beginners'.



Now put your username and password into the boxes and click Log In.



Congratulations – you now have a Wordpress site!

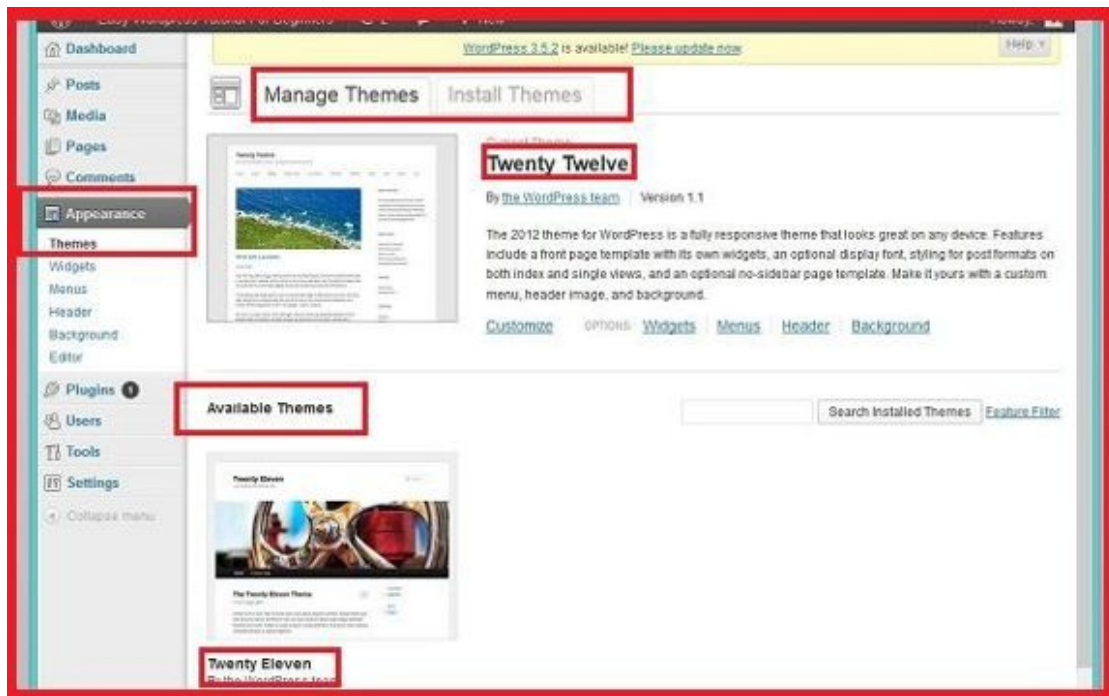
But I know you’re thinking, it is not much to shout about, is it?

That’s ok – Now that you have it installed, we are going to get to work customizing it for you!

Now that you are in your dashboard, I will show you why it looks the way it does (boring).

On the left side (called the sidebar) is Appearance. If you click on that, it opens up some other options. One of these options is Themes. Click on Themes.

You will see this:



You can see that for my site I only have two available themes, Twenty Twelve and Twenty Eleven. The active theme (the one you see for my site) is Twenty Twelve. It's not very fun.

As an added bonus to this tutorial, I have included a great theme for you to download. This is what's referred to as a Premium Theme, usually about \$49 – but I am including it for anyone who has purchased this Wordpress handbook.

Because of hackers, I will need you to sign up on my website to get it. It is the Resizable Theme and it is a good one because it resizes itself based on the device that is viewing it.

How cool is that?

All you need to do is go to this new site, and the sign up box is in the right hand sidebar. Just put your email address in there and you will get an email with the download instructions. No, I don't make any money giving you this theme. It just happens to be my very favorite theme, and since I am going to build this site using it, it only makes sense for you to have the same one.

It will be much easier to build your site following along if we use the same theme.

Go get it now; you will be so happy that you got this one!

You will be directed to the download page immediately. (You will have to confirm your email address first. If you don't see the emails, be sure to check your spam folder.)

**[Download Your Premium Theme Here](#)**

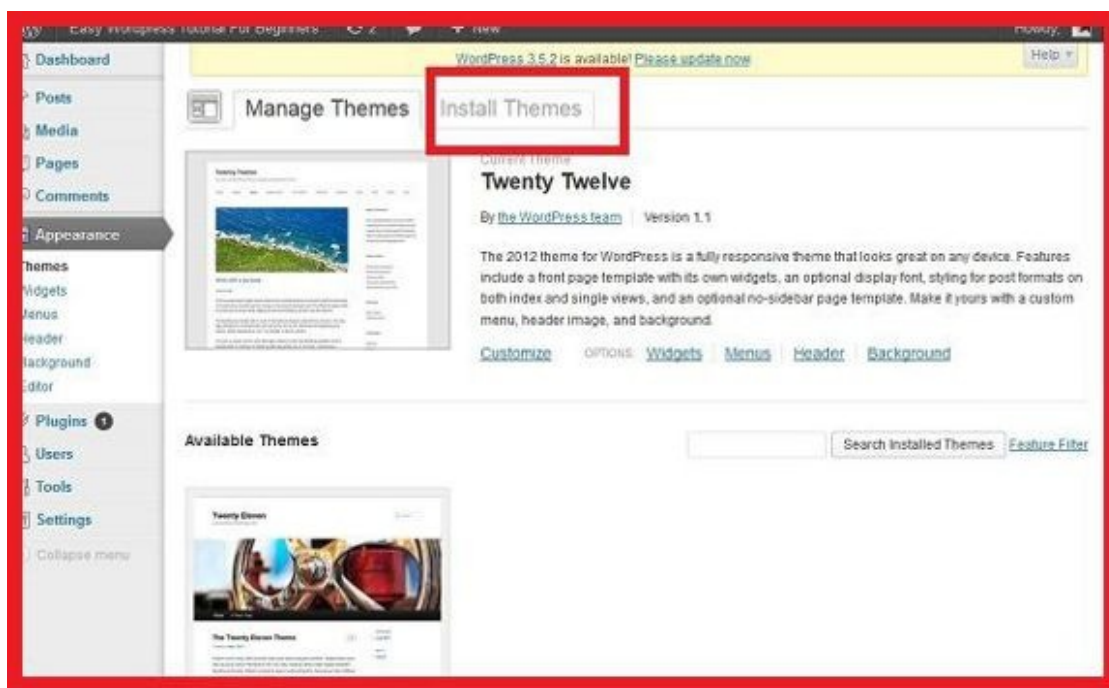
Go to <http://EasyWordpressTutorialForBeginners.com> and sign up for your theme now!

## Installing the Resizable Premium Theme

Now that you have downloaded the Resizable theme, let's install it. Log in to your site's dashboard at "<http://YOURDOMAIN/wp-admin>."

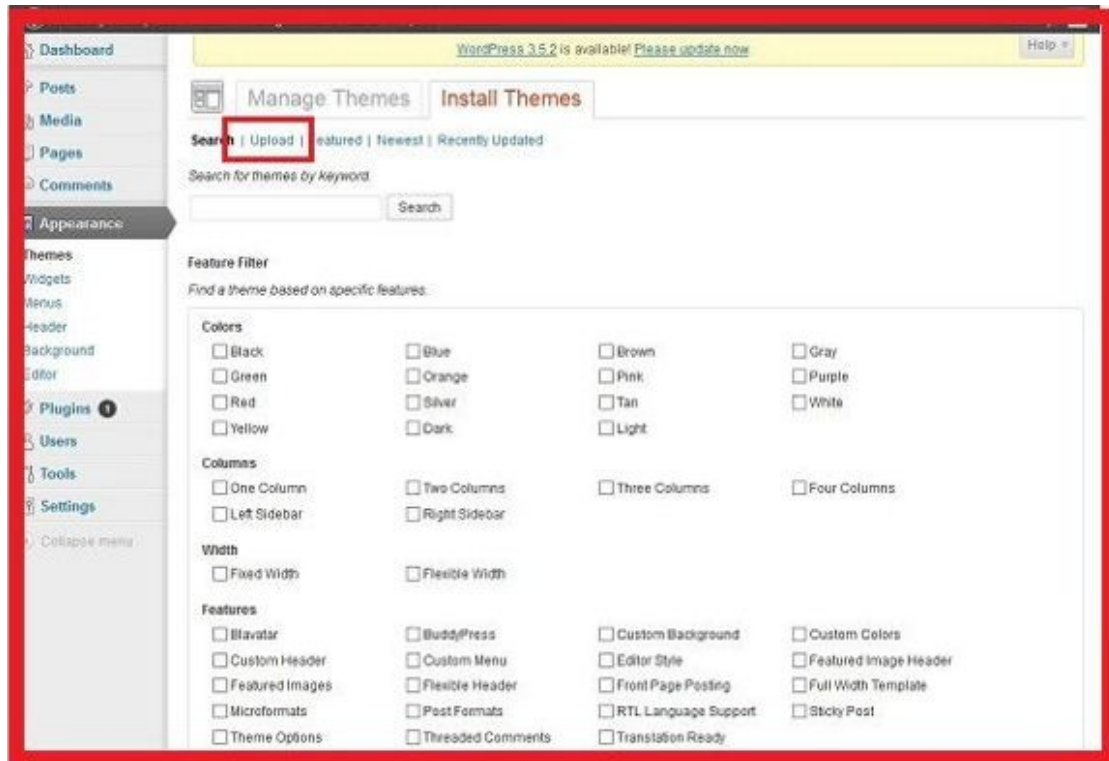
For the one I am building, that is <http://easywordpresstutorialforbeginners.com/wp-admin>.

In the left hand column, click on Appearance, then Themes.

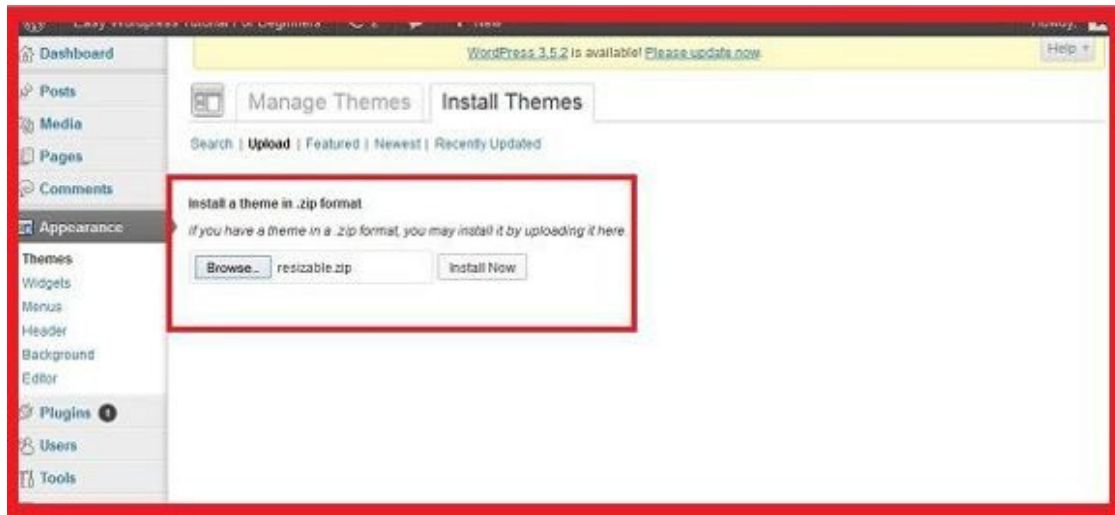


Click on the Install Themes tab.

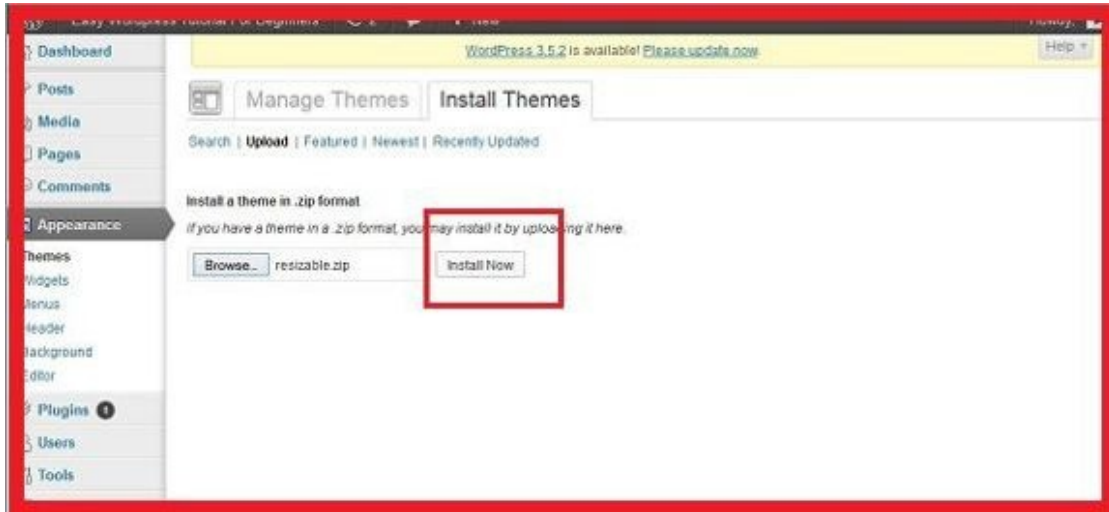
Now, click on Upload.



Click on Browse and locate the Resizable.zip file that you saved on your computer. Note, if you have unzipped the contents, it will not upload to Wordpress. So, make sure that you find the .zip file for this step.



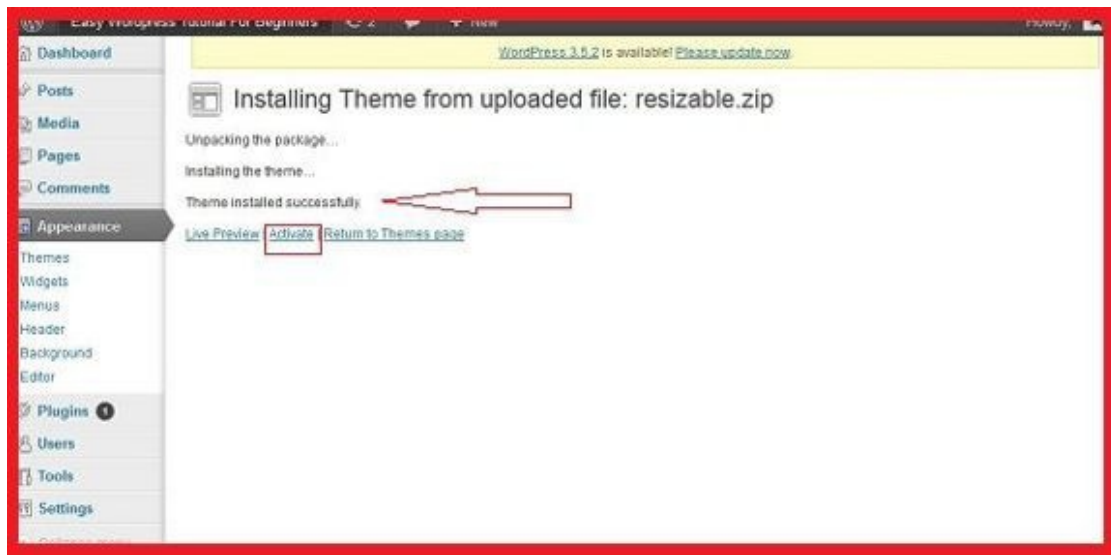
Now that you have located the right file, click Install Now.



Wordpress will now install the theme for you.

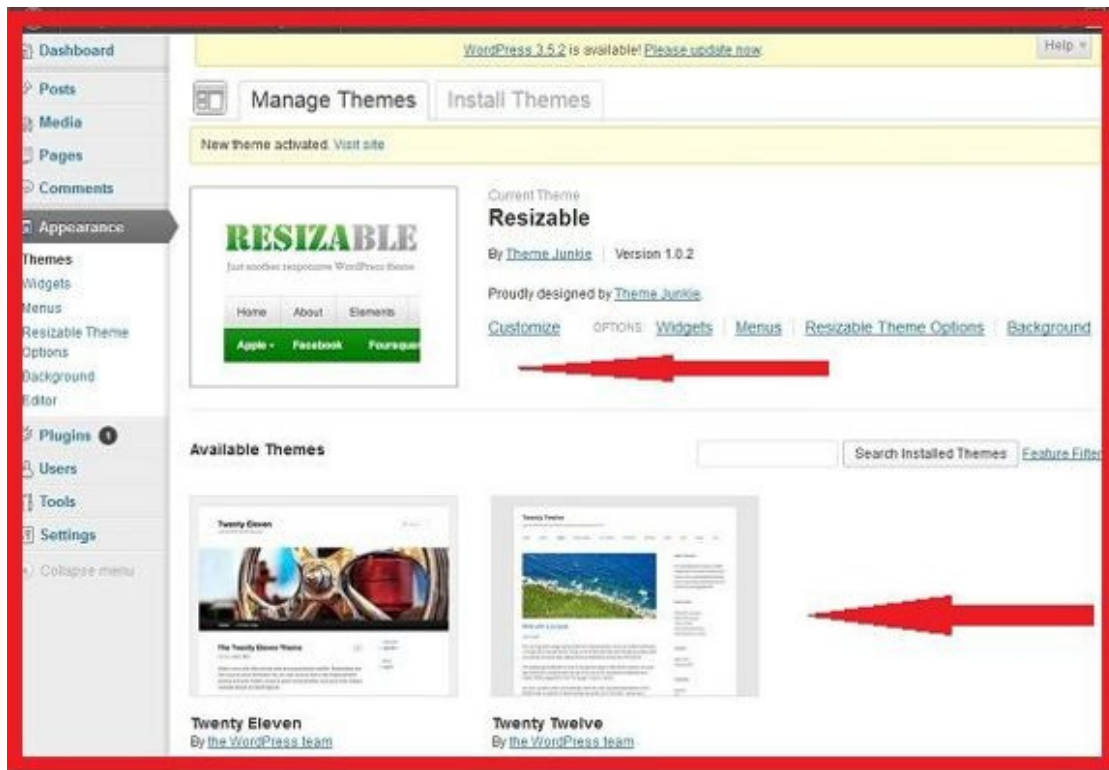
You can see that the theme has been installed successfully. So, it is time to activate this theme on your site.

Click on Activate.



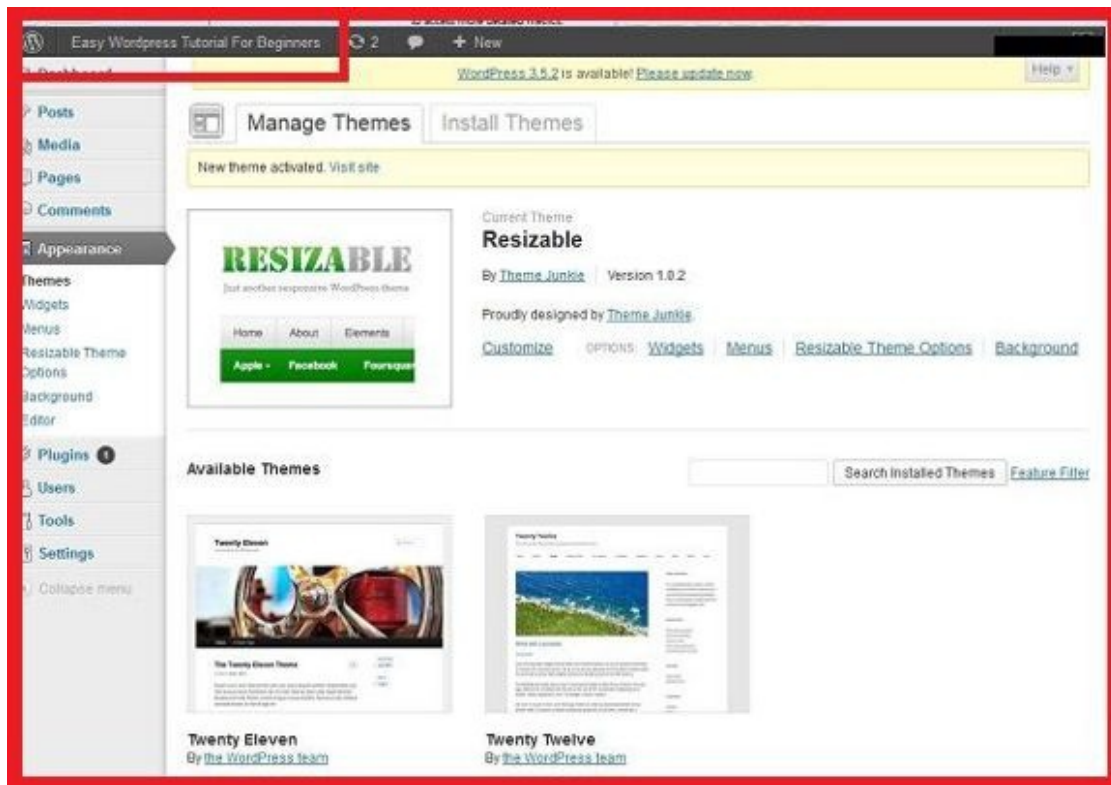


Now you can see the Resizable Theme is active and the Twenty Twelve and Twenty Eleven Themes are at the bottom of the page, available but inactivated.

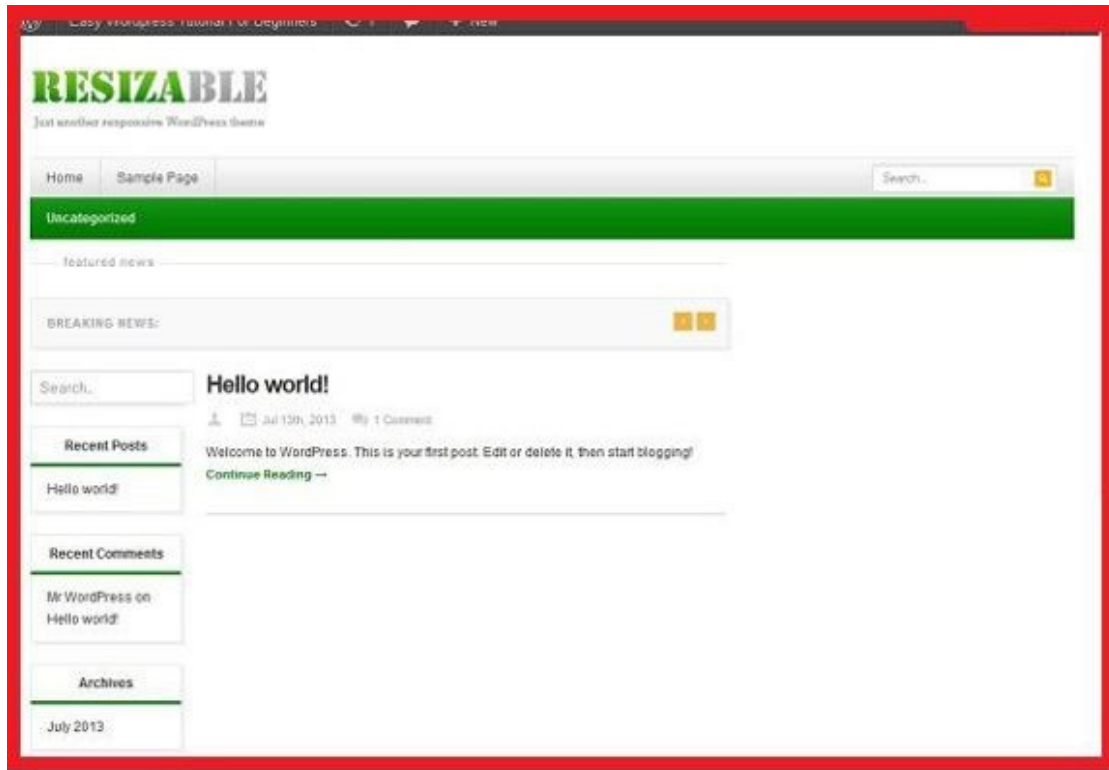


Before we start cleaning up some of the theme options, let's take a look at your new site!

So, open your site. You can either open a new tab and put your site URL in the browser bar or you can hover your mouse over the name of your site at the top of the screen and a drop down will appear that says; “Visit Site” and you can click there to open it up.



Here is my site with the new theme activated!



Now it's time to do some general housecleaning to get your site ready for you to use.

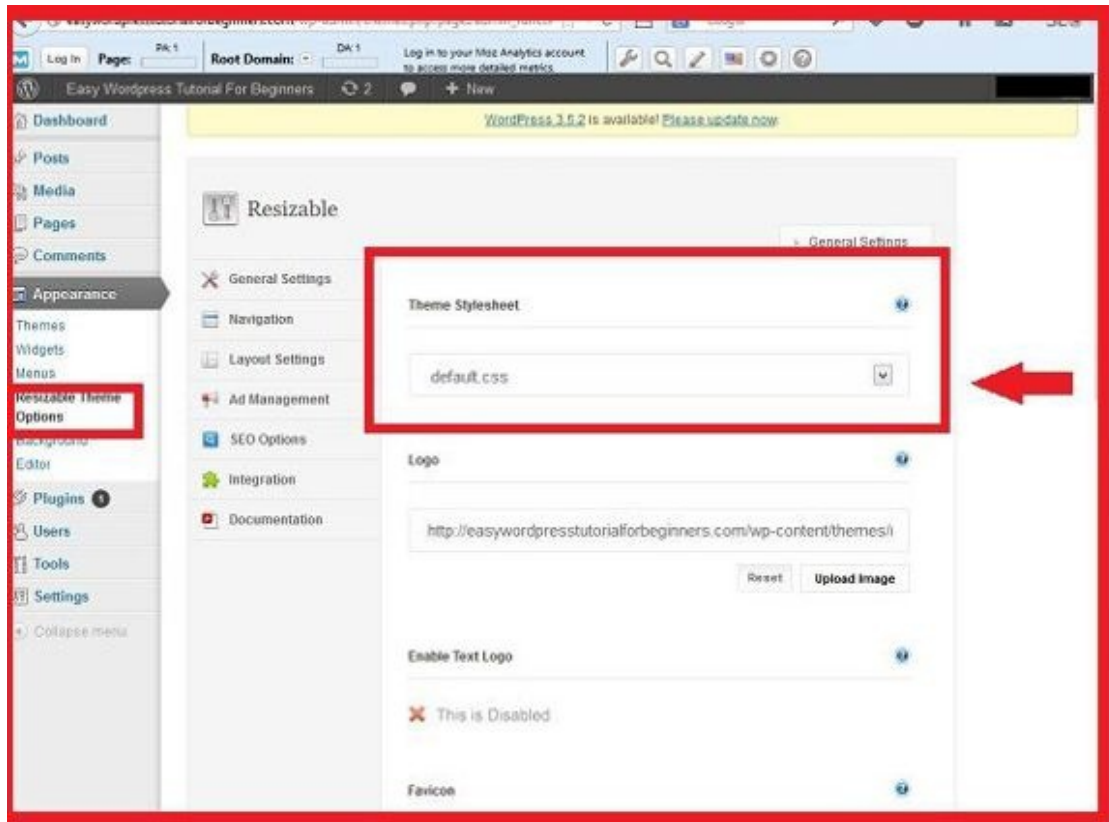
## Housecleaning

Some of the things we will do are standard in web designers. Once you are finished with the tutorial, you may want to select some other changes, but for now, I will show you all the changes I make when using the Resizable Theme.

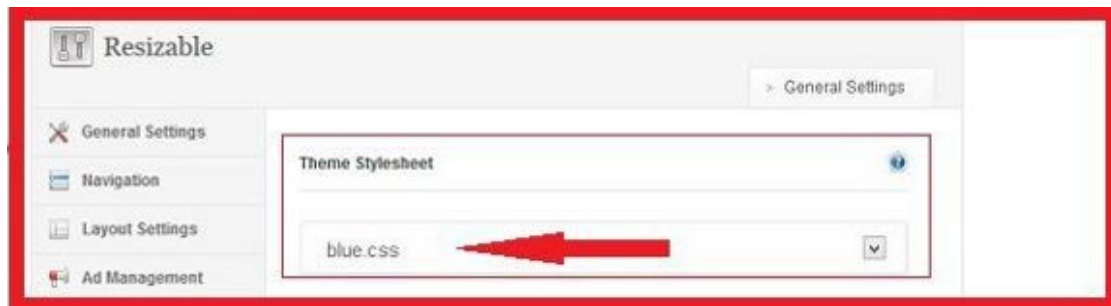
First we will change it to the blue colors. Blue is most popular on the web, for whatever reason, more visitors click on blue links and read blue highlighted text. For this reason, we will adjust it to blue.

You can return to the Dashboard by hovering your mouse over the title of your site at the top, just like you did before. In the drop-down choices, you will see Dashboard, click there to get back.

To change this to blue, go to Appearance, then Resizable Theme Options.



Now click on the down arrow by where it says “default.css,” You will see the choice for “blue.css” here. Select it.



Be sure to scroll down to the bottom of the page now, and click the Save button.

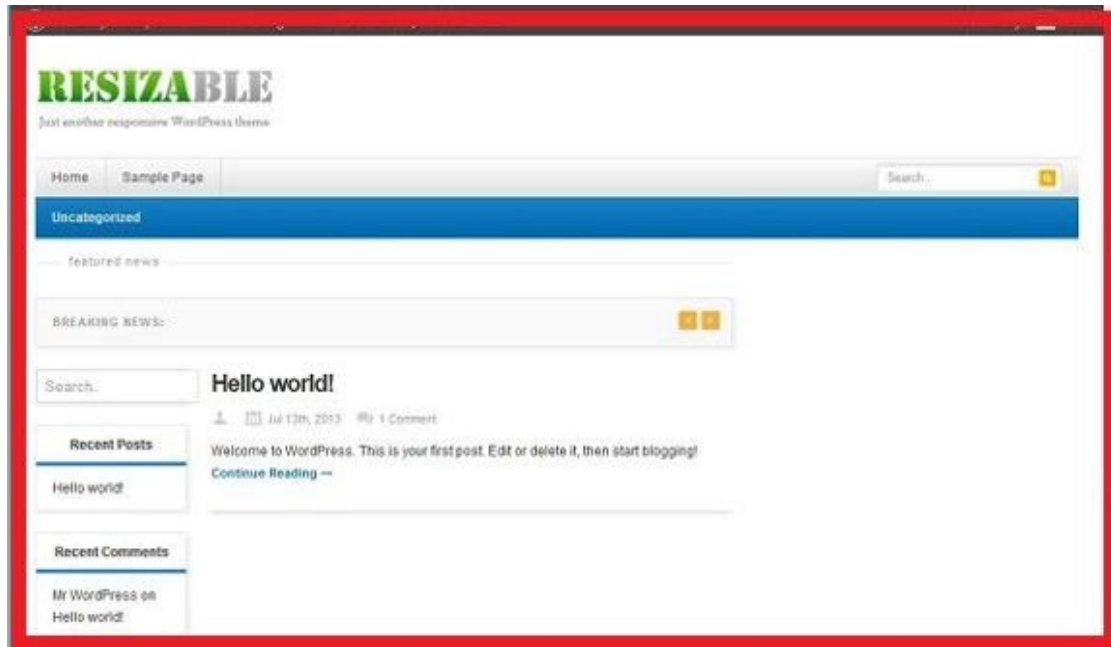
Footer Credit

`<a href="http://www.theme-junkie.com">WordPress Responsive Theme</a> designed by <a href="http://www.theme-junkie.com">Theme Junkie</a>`

Reset Save

Now you can go look at your site again! You will see the blue color scheme.

Just like this:



There are some other choices for color schemes. You can check them out if you want to and pick something else later on.



## Customizing Theme Options

On the page where we changed the color scheme, there are several other housekeeping things we want to do to clean up the view of our site. So, we will address them one at a time.

# LOGO

We are going to replace the header here. So, if you have never created a header, I will show you how to do it using <http://online-image-editor.com> – It's much easier than you think it is.



Click the Create Canvas tab– then change the Width to 970 and the Height to 95. Change the color in the Fill Box drop down to White by clicking the down arrow and choosing the white square.

Now click on Create Canvas. This is the perfect size for the header on the Resizable Theme.

Now you have a blank canvas for creating your customized header!

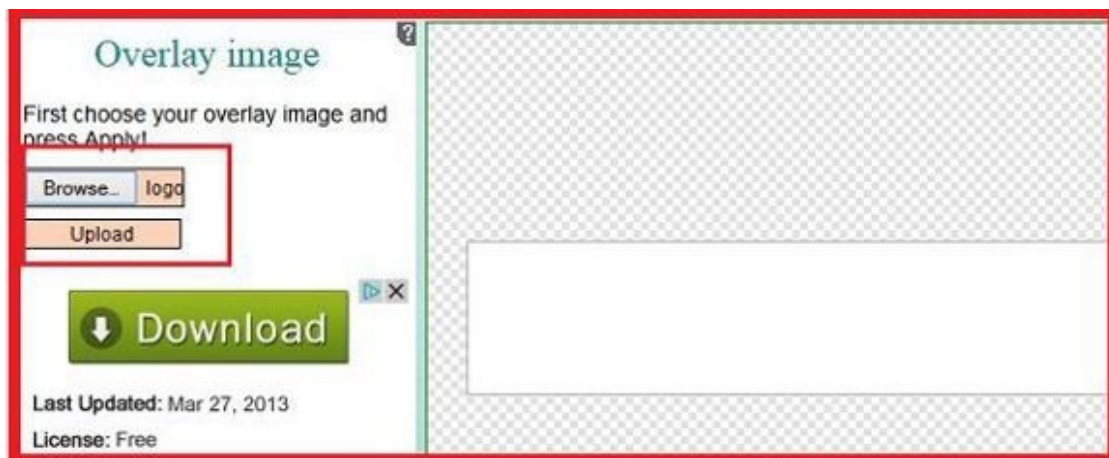


Now click on the Wizards tab then select Overlay Image.



Hopefully, you already have an image that you want to use in the header. I am going to use a part of my book cover image.

Browse to find your image – then click upload.



This is what you will see now.



You can resize the image by moving the slider – this is under the words “Resize frame.”

Click on the image to drag it wherever you want it on the image canvas, and resize it until it fits exactly like you want it.

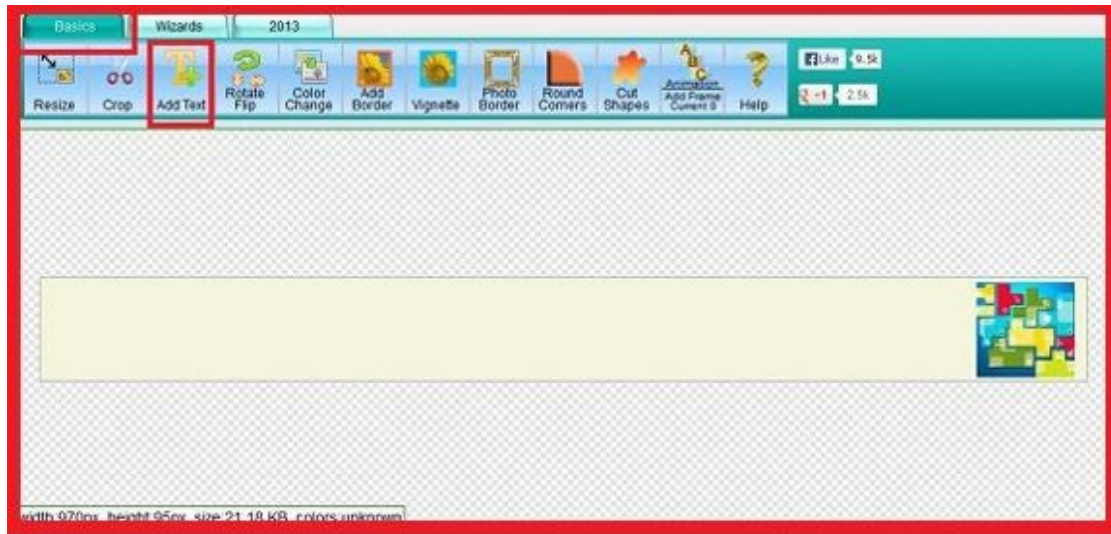
When you are happy with the location and size, click Apply.

Here is how I placed my image.



Now you can put your website name in the header.

Go to the Basics tab – then click on Add Text.





Now begin adding exactly what you want to see in the header. Put what you want where it says “Type Text Here” and then you can preview it on the canvas by dragging your text down to the white area.

Choose the font size and color.

Here is the final result for the header, just click Save Local and then name the file for your header.



Now we will install it to the website.

Go back to your site Dashboard, and select Media from the left sidebar.

Click this, and then choose Add Media.



Now click on the Select Files button.



Browse for your new header file and upload it.

You will see it now at the bottom of the page.



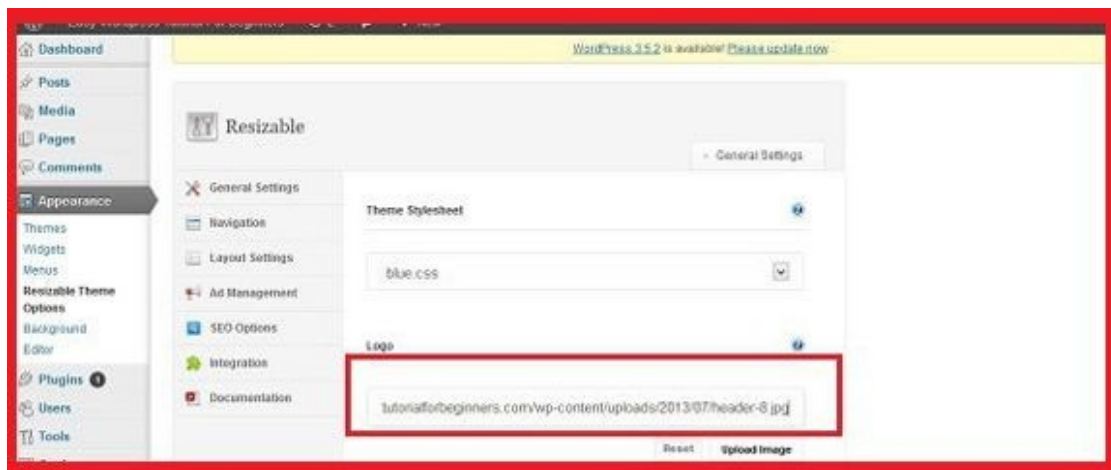
Now click on the edit button (see previous image) so you can get the URL from Wordpress.



Copy the URL from the File URL box.

Return to Appearance / Resizable Theme Options. Place the URL that you copied into the Logo box, scroll down to the bottom of the page and Save.

Don't try to use the Upload Image button. It does not work. You have to paste the URL in here and then Save. I think the developer just put the upload button there for fun. If you click on it you will see what I mean. There is an interesting message in the pop up.



Now you can look at your site again on the web and see your new header!

Here is the one we are working through right now:



Congratulations! You have just created your header and put it on your site!

## Favicon

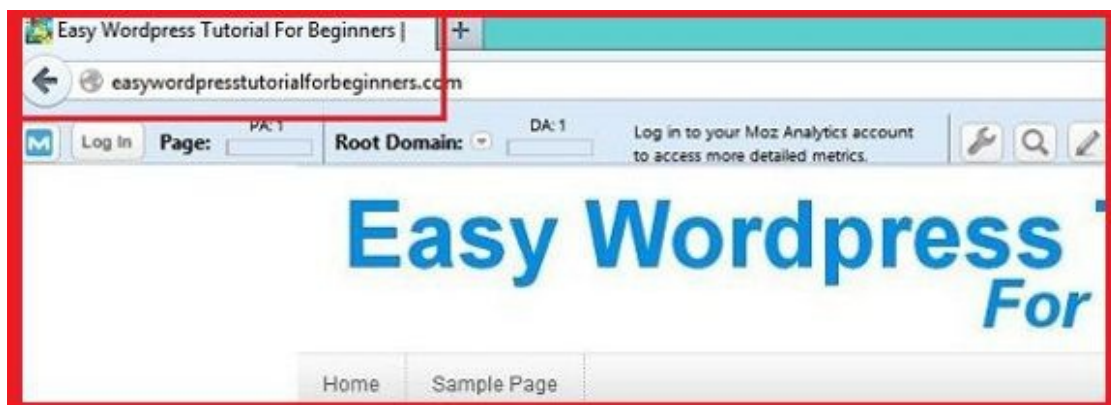
If you want to have a favicon. That's the little image that shows up in the address bar next to the URL. It's easy. Here is how I did mine. I took the image that I used for the header and resized it to a 50 pixels wide by 50 pixels high.

Then go to Media, Add New and upload it just like you did the header image.

Grab the URL just like we did for the header image, and copy/paste that URL in the Favicon box on the Resizable Theme Options page.

Scroll to the bottom of the page and click Save.

That's all there is to it. Now you have a favicon, just like I do here:



On some browsers, you may need to sign out of your Dashboard in order to see the favicon.



Now we will look at other items in the Resizable Theme Options.

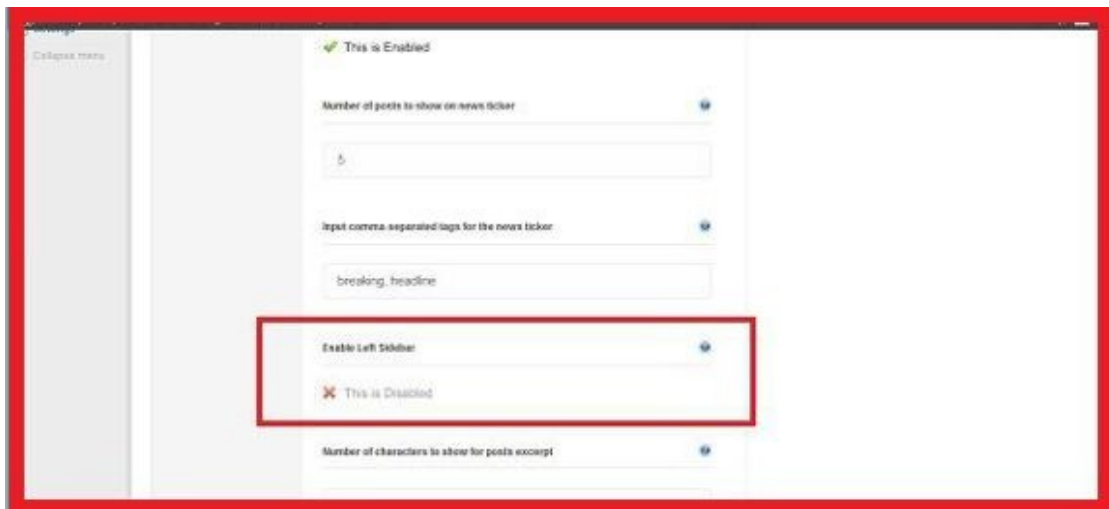
## The Navigation Tab

We won't adjust anything on this tab at all.

## The Layout Settings Tab

The only thing we will change in this area is to disable the left hand sidebar. This is because sites using only the right hand sidebar have been shown to have a lower bounce rate. This means that people stay on your site longer. It's a good thing. In order to keep with common practice, we will use only a right hand sidebar.

Be sure to hit the Save button at the bottom of the page.



## Ads Management *SEO Options* Integration / Documentation

We won't change anything here at all.

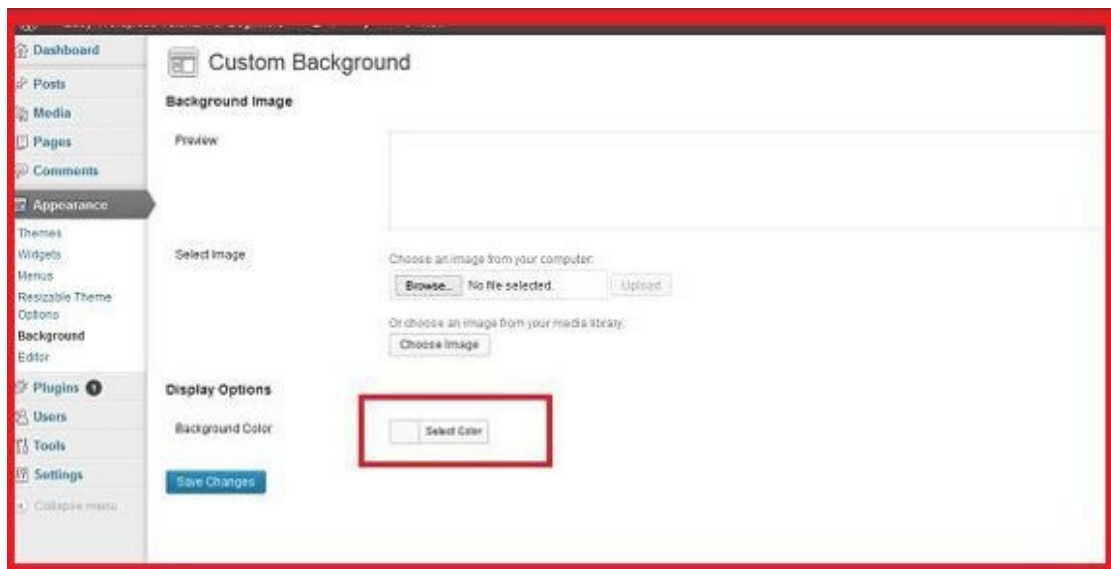
This is what your layout should look like now. We will be adding the right hand sidebar in a later step.



## Background

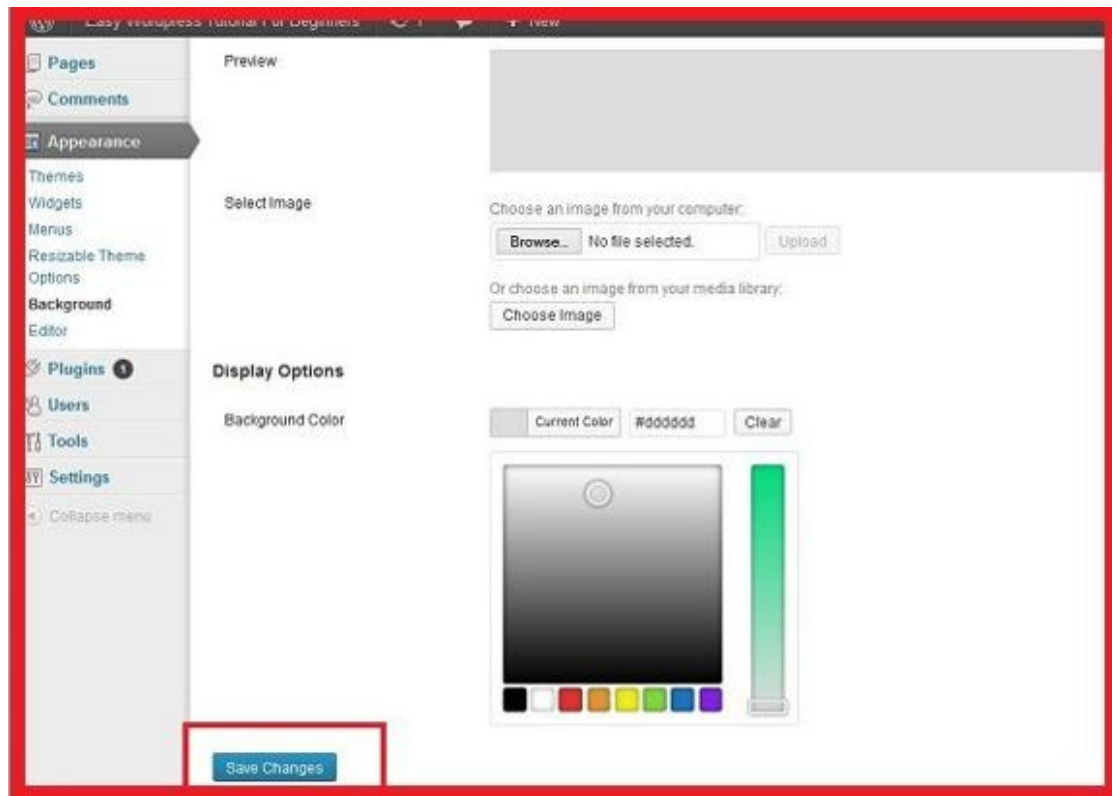
It is important to have a background color behind your site. You can find this in Appearance – Background.

Select a shade of gray. It has been shown that this color background adds a perceived authority to a web site. Since we know this, we might as well try to get every advantage we can! So choose gray as a background color by clicking on Select Color.



Here is the choice I made. Any shade of gray is fine.

Don't forget to click Save.



See how the background makes the page pop?

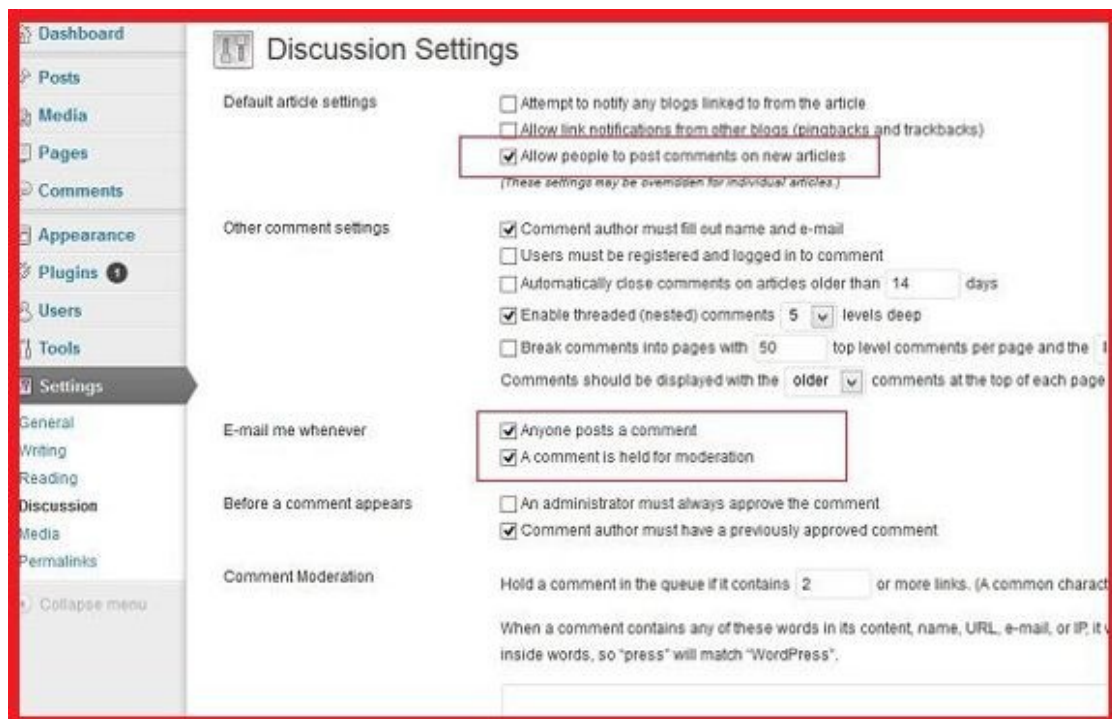
This is the reason that a background is important. I don't know why gray is the preferred color, I just know that it is. So why fight it?



## Comments and Discussion

This is something that you will have to set up fitting to your own site. You may wish to not have any comments at all, or you may wish to moderate every comment.

Your settings may be completely different than mine, but here is how mine is set up:



The image shows the 'Discussion Settings' page in a WordPress dashboard. The left sidebar contains a menu with 'Settings' highlighted. The main content area is titled 'Discussion Settings' and is divided into several sections. Three specific settings are highlighted with red boxes: 'Allow people to post comments on new articles' under 'Default article settings', 'Anyone posts a comment' and 'A comment is held for moderation' under 'E-mail me whenever', and 'An administrator must always approve the comment' under 'Before a comment appears'. Other visible settings include 'Attempt to notify any blogs linked to from the article', 'Allow link notifications from other blogs (pingbacks and trackbacks)', 'Comment author must fill out name and e-mail', 'Users must be registered and logged in to comment', 'Automatically close comments on articles older than 14 days', 'Enable threaded (nested) comments 5 levels deep', 'Break comments into pages with 50 top level comments per page and the 1st', 'Comments should be displayed with the older comments at the top of each page', and 'Hold a comment in the queue if it contains 2 or more links. (A common character is the ampersand)'. A text box at the bottom allows for a list of words to be moderated, with the example 'press' matching 'WordPress'.

**Discussion Settings**

**Default article settings**

- ☐ Attempt to notify any blogs linked to from the article
- ☐ Allow link notifications from other blogs (pingbacks and trackbacks)
- ☒ Allow people to post comments on new articles  
(These settings may be overridden for individual articles.)

**Other comment settings**

- ☒ Comment author must fill out name and e-mail
- ☐ Users must be registered and logged in to comment
- ☐ Automatically close comments on articles older than 14 days
- ☒ Enable threaded (nested) comments 5 levels deep
- ☐ Break comments into pages with 50 top level comments per page and the 1st
- Comments should be displayed with the older comments at the top of each page

**E-mail me whenever**

- ☒ Anyone posts a comment
- ☒ A comment is held for moderation

**Before a comment appears**

- ☐ An administrator must always approve the comment
- ☒ Comment author must have a previously approved comment

**Comment Moderation**

Hold a comment in the queue if it contains 2 or more links. (A common character is the ampersand)

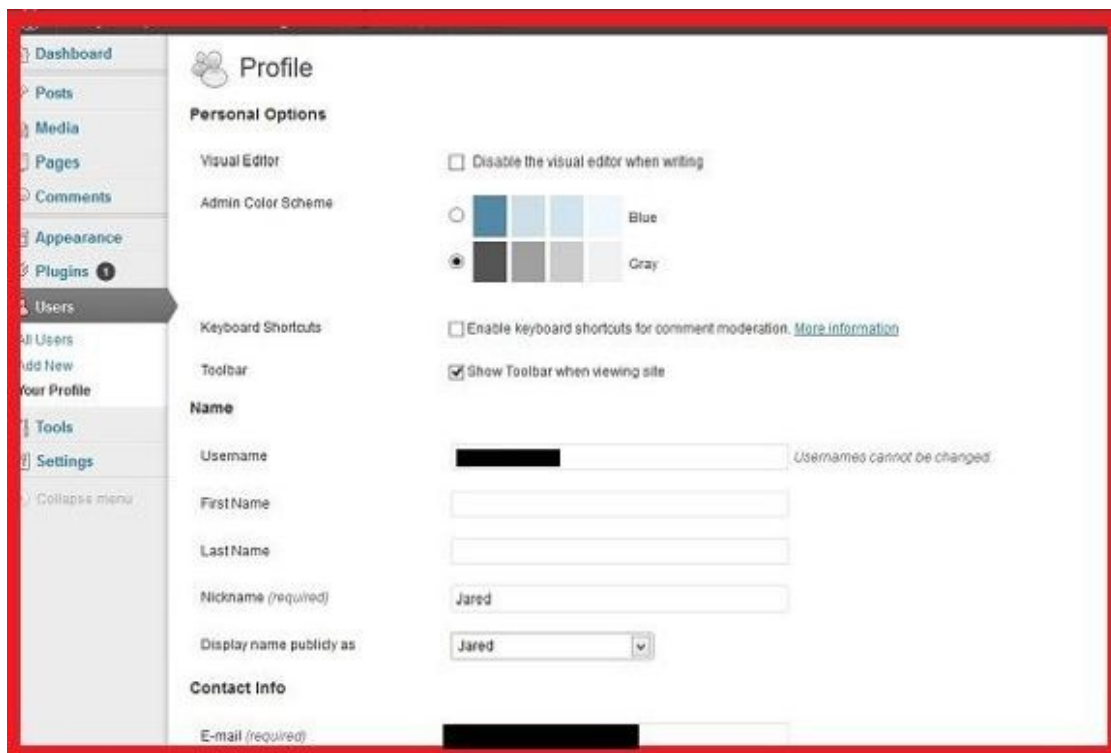
When a comment contains any of these words in its content, name, URL, e-mail, or IP, it is held for moderation. (Words are matched inside words, so "press" will match "WordPress".)

## User – Your Profile

It's important to not log in to your site as “Admin” – although all Wordpress sites log in via the “[sitename/wp-admin](#)” – if you use the name admin to log in, you have just given hackers a jump at getting into your site.

Whatever you used when you set this up, it would be good for you to use a different user name when you post. This way, if hackers do want into your site, for whatever reason, they cannot see your user name clearly displayed as the author name on your posts.

I have changed mine to show the name Jared – but this is not how I log in. Protect yourself by changing this...



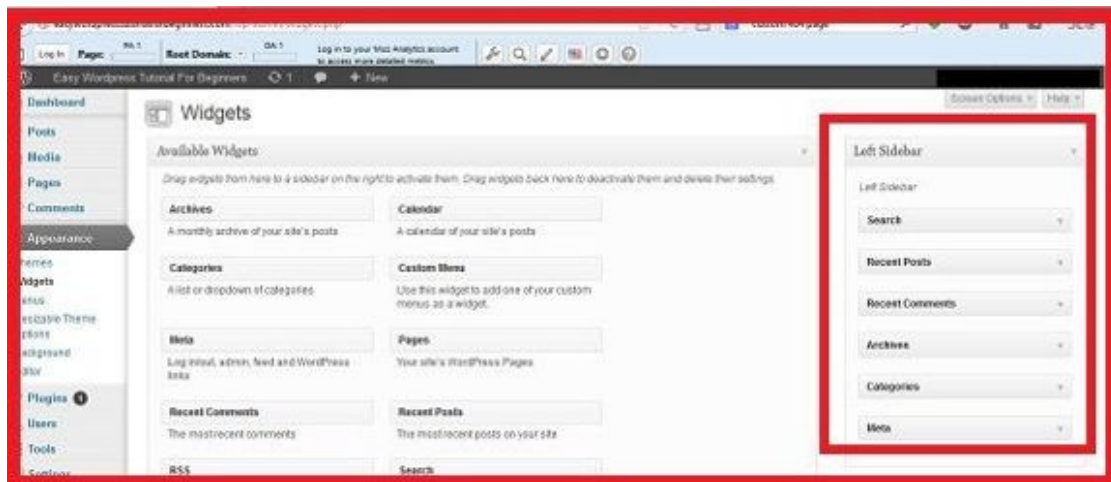
The screenshot shows the WordPress 'Profile' settings page. The left sidebar contains a menu with options: Dashboard, Posts, Media, Pages, Comments, Appearance, Plugins (1), Users (selected), All Users, Add New, Your Profile, Tools, Settings, and Collapse menu. The main content area is titled 'Profile' and includes a 'Personal Options' section with checkboxes for 'Visual Editor' (disabled), 'Admin Color Scheme' (Blue selected, Gray unselected), 'Keyboard Shortcuts' (disabled), and 'Toolbar' (Show Toolbar when viewing site checked). Below this is the 'Name' section with input fields for Username (disabled), First Name, Last Name, Nickname (required) (filled with 'Jared'), and Display name publicly as (dropdown menu set to 'Jared'). The 'Contact Info' section shows the E-mail (required) field.

Once you choose a Nickname – then it becomes available as a Display Name.

## Remove Meta Links *Etc.* From Front Page

Since you have removed the left sidebar, these no longer appear on your site. But once you start using the right hand sidebar, they will default to the right side.

Click on Appearance – Widgets.



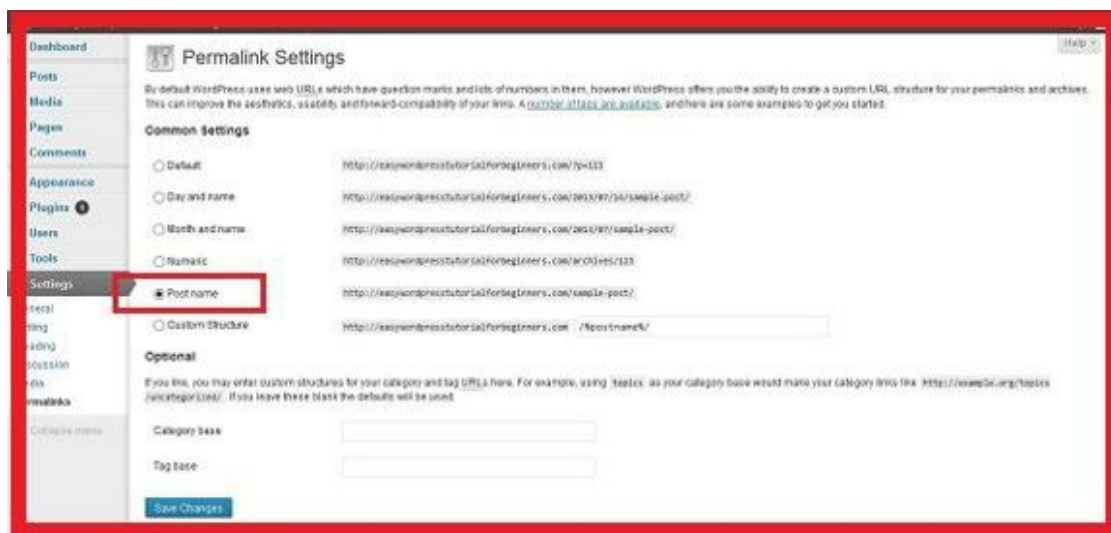
Click on everything in the left sidebar and drag it back to the center. This completely removes them.



## Set Permalinks

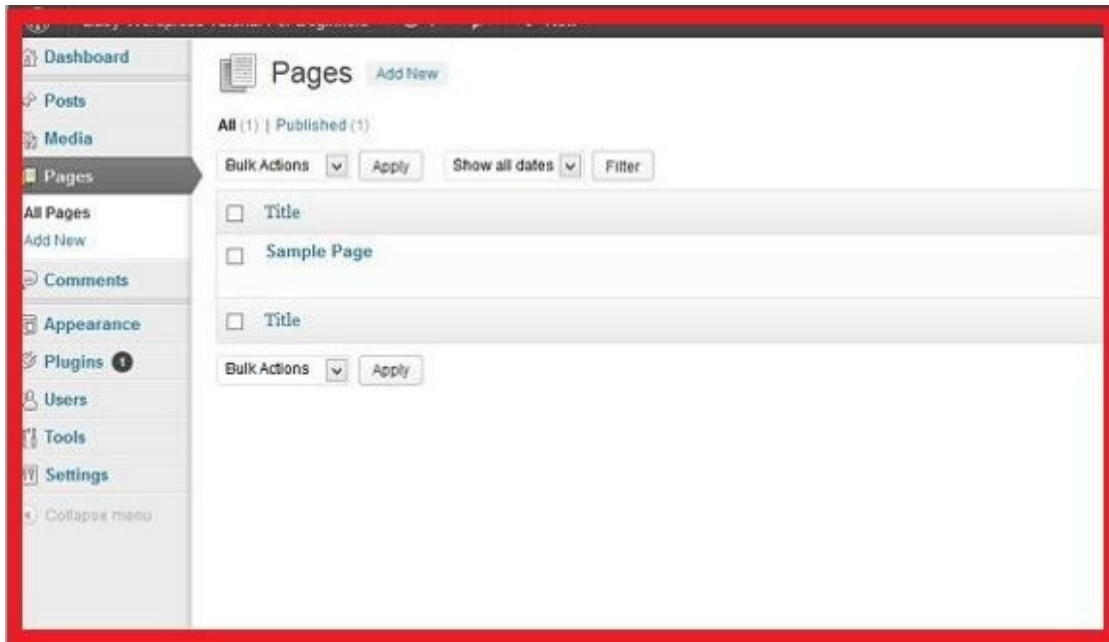
It is easy to set the permalinks – and important if you are building a site that you want to optimize. Using titles for SEO on each of your posts is helpful, but for Google and other search engines to give you credit for your well-thought-out titles, you need to make the title part of the permalink.

In the sidebar, under Settings, there is a spot for Permalinks. Open that and choose the post name as the permalink. Be sure to click the Save button.



## Remove Sample Page and Post

Open Pages – All Pages. Hover your mouse over the Sample Page and you will see some options pop up underneath. Click on Trash and get rid of this page.



Then Click on Trash (1) above the place where you deleted it and scroll over it again, select Delete Permanently.

Do the same thing for Posts.

Go to Posts – All Posts Hover over the post and send it to the trash too. It is interesting to note that the author name is now changed to my nickname!



Again, click on Trash (1) and hover over the post. Select Delete Permanently.

## **Critical Plugin**

Plugins are things that make your blog work well. They are developed by many different people. A plugin that you use, I may never need. Knowing this, I will give you information on some commonly installed plugins.

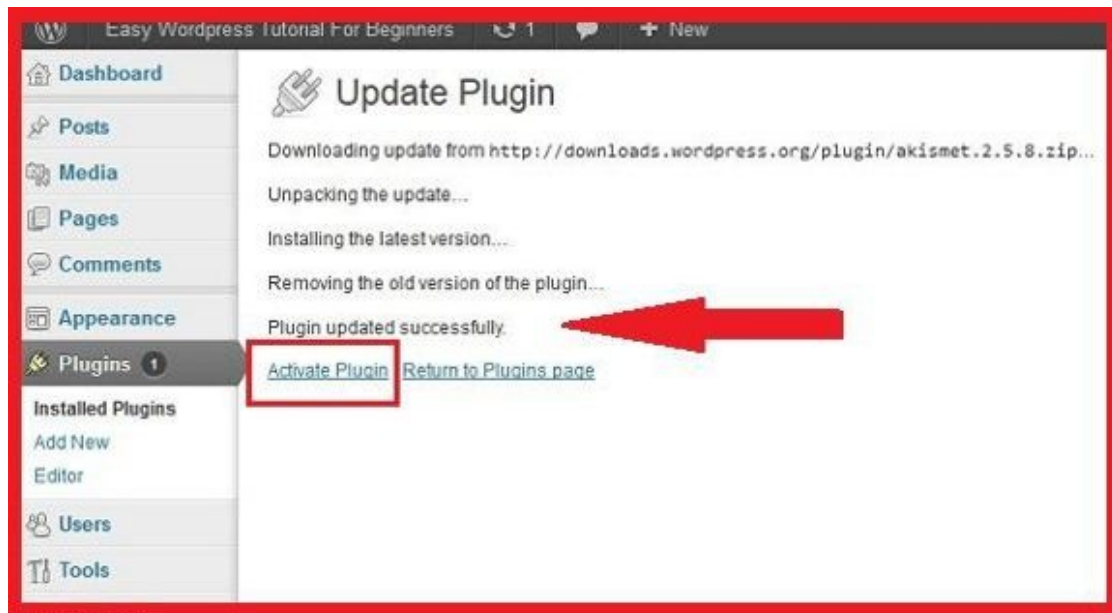
# AKISMET

This is a spam blocker. It is already installed by default on your Wordpress site, but it is not activated and probably needs to be updated. You can get an authorization key for AKISMET by going to <http://askismet.com> and signing up.



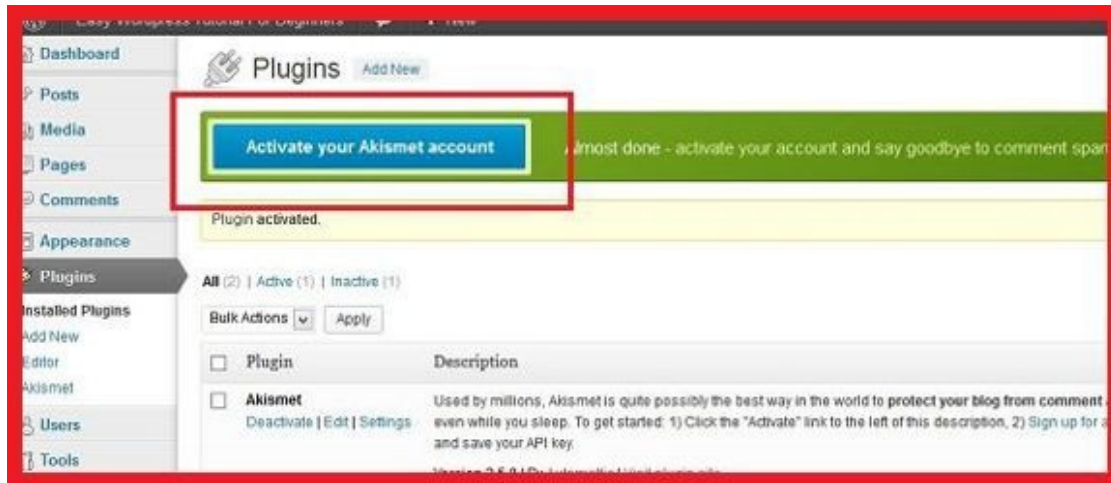
Update this plugin.

You can see that it has been updated by looking at the screen that comes up after you tell it to update.



Now click Activate Plugin

Now you need to make sure your AKISMET site is activated so that you can reap the benefits of the spam blocker.



Once your AKISMET key is activated and you input it into the settings panel, you will see this message.





## Suggested Plugins

AKISMET was already installed. But these others are not, so you will have to go get them. Go to Plugins – Add New.

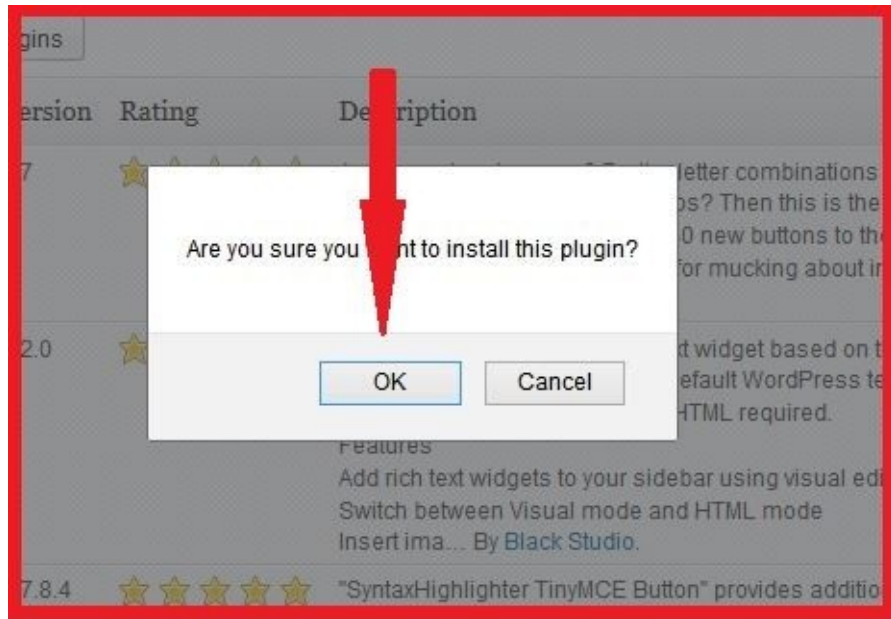


Type in the first part of the Plugin name, click Search Plugins and then find the one you need in the list.

## TinyMCE Advanced

Now that you have found this one, click on the Install Now button. This plugin gives you all kinds of options in posting – front sizes, tables, images, movies – it's very valuable if you want to have robust posts and pages.

You will see this pop up asking if you want to install the plugin – click OK.

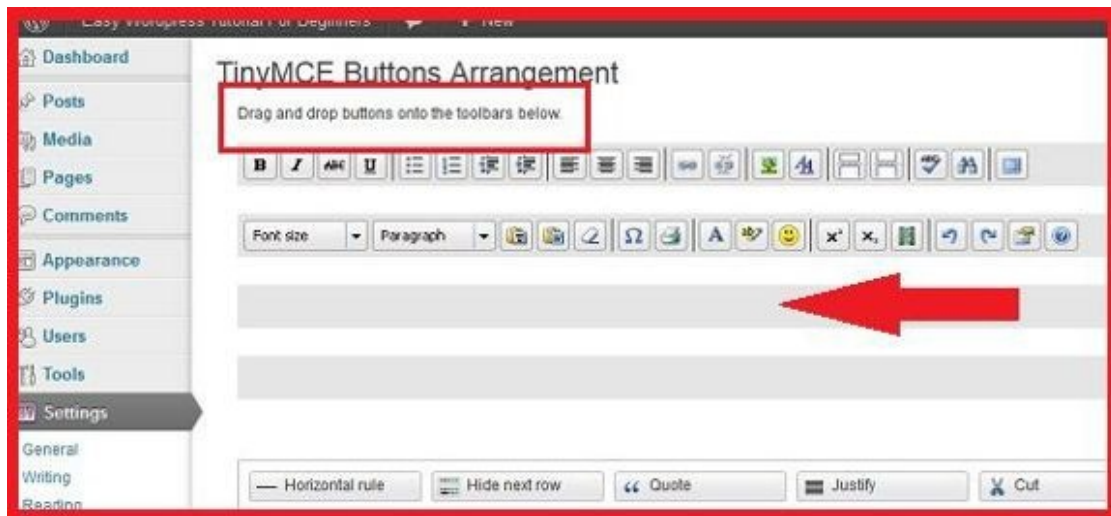


Now you can click on Activate Plugin



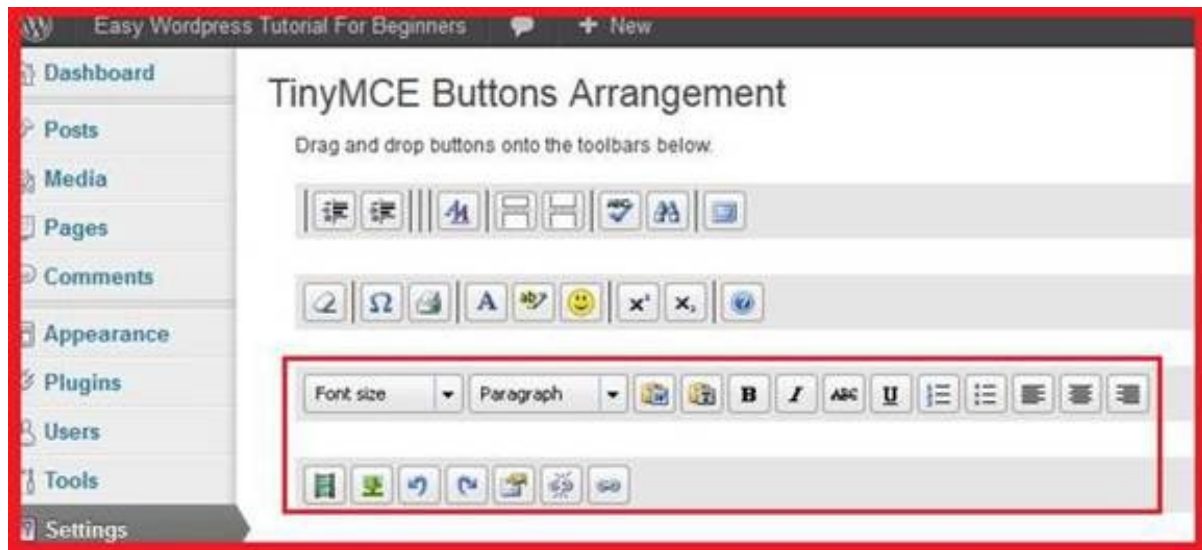
For this plugin, you have to set up the options. So, Click on Settings, this will open up a menu. The last thing in the menu is TinyMCE Advanced. Click here to open the settings up.

Now you can drag and drop the items you want to have available to you for formatting your posts.



There are additional items below that I had to cut off in order to make the image clear for the handbook. So look over those as well.

This is how I set up mine. Just don't forget to click Save at the bottom.



## SEO by Yoast

This is a plugin for SEO. If you are planning to build a site to sell products or affiliate links or anything like that you need a plugin for SEO to help you. There are many available plugins for this purpose, but I have used this one for several years so I will install it here.

Go to the Plugins – Add New page again and search for this plugin.



Go ahead and install it and activate it just like you did the last one. Click on SEO in the left hand column and some instructions will start popping up to help you use this plugin.

## WP Category Post List Widget

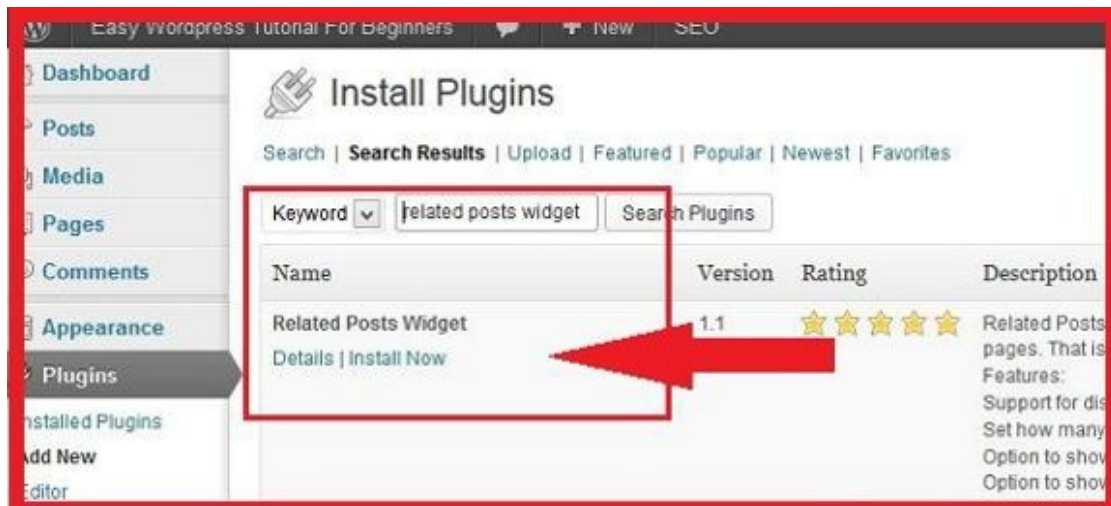
Go to the Plugins – Add New page and search for this plugin.



We will put this into a widget when we get to that section of the tutorial. There are some very cool settings for this plugin that you will really like!

## Related Posts Widget

So, now you know how to find plugins, so go get this one and install and activate it too.



We will set this one up when we are putting widgets in the sidebar.



## Proper Custom Avatar

This is a very helpful plugin. Especially if you are using a pen name for your site. You can buy a model's image and install it as your own image so that it comes up next to your comments in the comment feed. I will use this because I am not using my own image for this site.



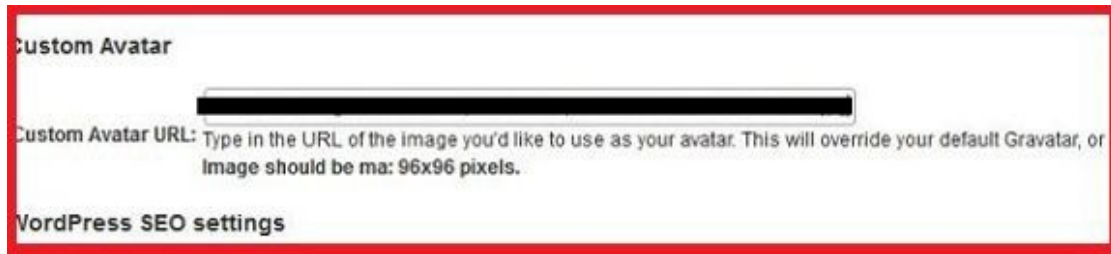
If you don't need a pen name image, you can disregard this one and move on. For those who will use it, there are a couple more steps we will go over now.

Upload your profile image to the Media Library.

Go to Media, Add New and then upload the image. Click on the Edit button so you can find the URL for the image and copy it.



Now, in the left hand column, open Users – Your Profile.

A screenshot of the WordPress 'Custom Avatar' section in the user profile settings. The section is titled 'Custom Avatar' and contains a text input field for the 'Custom Avatar URL'. Below the input field, there is a note: 'Type in the URL of the image you'd like to use as your avatar. This will override your default Gravatar, or Image should be ma: 96x96 pixels.' The section is highlighted with a red border. Below the 'Custom Avatar' section, the 'WordPress SEO settings' section is partially visible.

Custom Avatar

Custom Avatar URL: Type in the URL of the image you'd like to use as your avatar. This will override your default Gravatar, or Image should be ma: 96x96 pixels.

WordPress SEO settings

Toward the bottom of the page you will see a new box labeled “Custom Avatar.” All you need to do now is to place the URL you copied into this box. Be sure to click Update Profile.

## Google XML Sitemap Generator

You need a sitemap for all of the search engines to be able to better crawl your site. This plugin updates your sitemap for new content so that their robots always get the latest and greatest info.

Plus – once you have it, you never have to worry about running a sitemap again!



So just install it, activate it and never worry about it again!

## Slick Social Share Buttons

No site is complete without social signals. This plugin is one of the cleanest ones around. Go to Plugins – Add New and find this one.



Once this is activated, there are some settings we need to get done. We will do that now.

Click on Social Buttons – Social Buttons. This page will open up for you.



These are the settings for the top part of the plugin that work with the Resizable Theme. Make these changes.

**Slick Social Buttons Settings**

**Slick Social Buttons Panel Settings**

For instructions on how to configure this plugin check out the [Slick Social Share Buttons project page](#).

Type ☒ Floating ☐ Slide Out

Location **Bottom Left** ▼

Position From Center ☒ pixels **615**

Offset **50** px

Default Skin ☒

Disable Floating Effects ☐

Float Speed **1600** (ms)

Slide Speed **600** (ms)

Auto-Close ☐

Load Open ☒

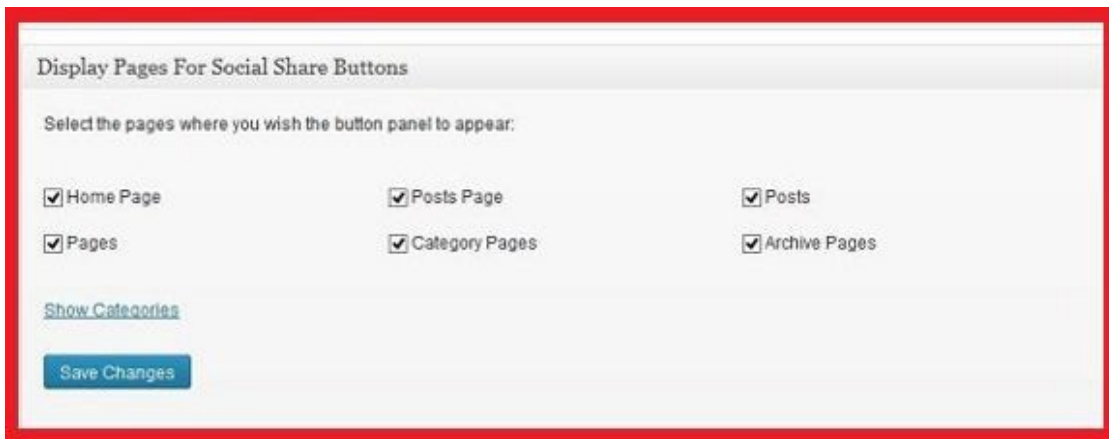
Tab Image URL

*Leave blank to use default tab*

Click Save Changes at the bottom of this section.

This is the next section. It determines where you want to see these social buttons.

Select everywhere that you want the social signals to show up on your site. I want them on every page and post, so I selected every option available.

A screenshot of a WordPress settings panel titled "Display Pages For Social Share Buttons". The panel has a light gray header with the title. Below the header, there is a text label "Select the pages where you wish the button panel to appear:". Underneath, there are six checkboxes arranged in two rows of three. All checkboxes are checked. The first row contains "Home Page", "Posts Page", and "Posts". The second row contains "Pages", "Category Pages", and "Archive Pages". Below the checkboxes, there is a blue link that says "Show Categories". At the bottom of the panel, there is a blue button with white text that says "Save Changes". The entire panel is enclosed in a red rectangular border.

Display Pages For Social Share Buttons

Select the pages where you wish the button panel to appear:

<input checked="" type="checkbox"/> Home Page	<input checked="" type="checkbox"/> Posts Page	<input checked="" type="checkbox"/> Posts
<input checked="" type="checkbox"/> Pages	<input checked="" type="checkbox"/> Category Pages	<input checked="" type="checkbox"/> Archive Pages








[Show Categories](#)

[Save Changes](#)

Be sure to click Save Changes.



Now select the social signals you want to appear. I chose Twitter, Facebook, Google + and Pinterest. You might have others you want to see. Be sure to click Save Changes at the bottom of the page.

<input checked="" type="checkbox"/> Twitter	Vertical + Count	212	 Tweet
<input checked="" type="checkbox"/> Facebook	Box Count iFrame	1.4k	 Like
<input checked="" type="checkbox"/> Google +1	Tall + Count	601	 +1
<input type="checkbox"/> LinkedIn	Vertical	90	 Share
<input type="checkbox"/> Stumbleupon	Vertical + Count	96	
<input type="checkbox"/> Digg	Medium		Digg
<input type="checkbox"/> Delicious	Horizontal	<a href="#">Save on Delicious</a>	
<input checked="" type="checkbox"/> Pin It	Vertical Featured Image	45	

Here is what the social signals look like with these settings. You can experiment with the settings if you want to try out something else for your site.



We haven't made any pages or posts yet, so it looks a bit empty – but we are getting there!

## **Five Pages in the Footer**

There are five pages that Google expects to see on every website. It's important to have them included. I will put them in the footer on the site we are building.

These are: About Us, Disclaimer and Disclosure, Privacy Policy, Contact Us and the Sitemap.

## About Us

Write this page. Introducing you and your business or website.

Go to Pages – Add New in the left hand column.

Name this page About Us.

Here is what is on my About Us page.



## Disclaimer and Disclosure

There are certain pieces of information that Google and other search engines expect to see on this page. Here is the Disclaimer and Disclosure page from the site I am building.



## Privacy Policy (Where to Get One)

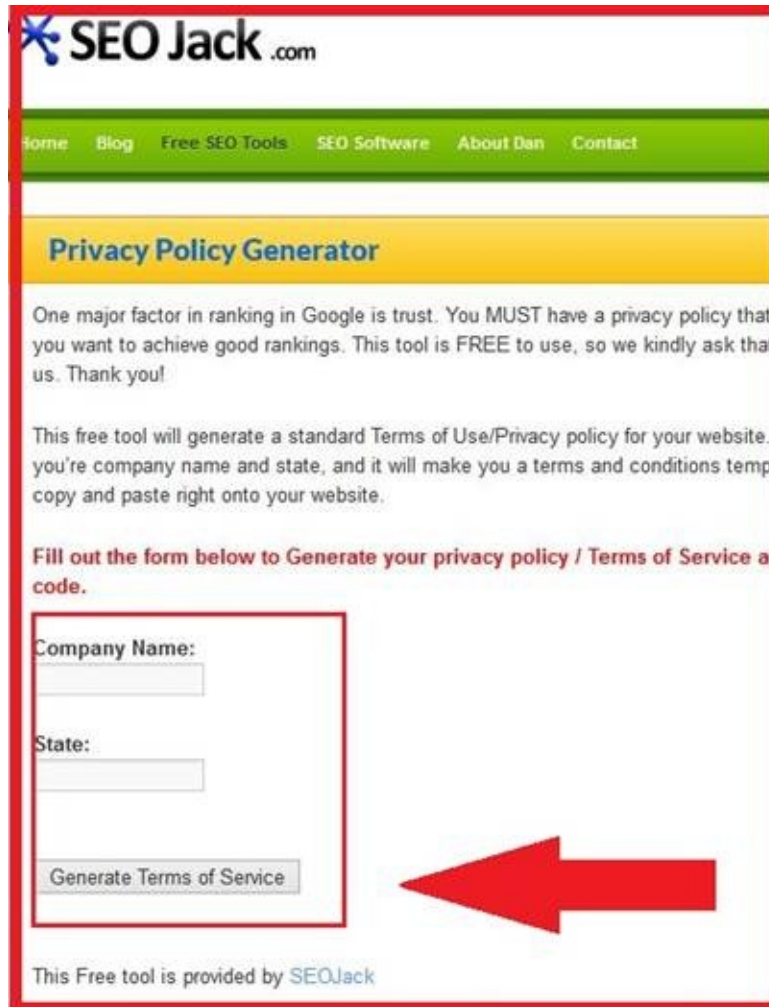
Before you start thinking that this is a tough page to write, let me give you a shortcut. Go to <http://seojack.com>.



Click on Free SEO Tools.

One of the options in the drop down menu is Privacy Policy Generator. All you need to do is insert your company name and state. Then click Generate Terms of Service.

Your Privacy Policy is the next thing you will see. Just copy and paste it to your web page. Easy as pie!



The screenshot shows the SEOJack.com website with a green navigation bar containing links for Home, Blog, Free SEO Tools, SEO Software, About Dan, and Contact. Below this is a yellow banner for the "Privacy Policy Generator". The main content area explains the importance of a privacy policy for Google rankings and states that the tool is free. It then provides instructions to fill out a form to generate a privacy policy or terms of service. The form is enclosed in a red box and contains two input fields: "Company Name:" and "State:". Below these fields is a button labeled "Generate Terms of Service". A large red arrow points from the right towards the "Generate Terms of Service" button. At the bottom, a footer states "This Free tool is provided by SEOJack".

SEOJack.com

Home Blog Free SEO Tools SEO Software About Dan Contact

### Privacy Policy Generator

One major factor in ranking in Google is trust. You MUST have a privacy policy that you want to achieve good rankings. This tool is FREE to use, so we kindly ask that us. Thank you!

This free tool will generate a standard Terms of Use/Privacy policy for your website. you're company name and state, and it will make you a terms and conditions temp copy and paste right onto your website.

Fill out the form below to Generate your privacy policy / Terms of Service and code.

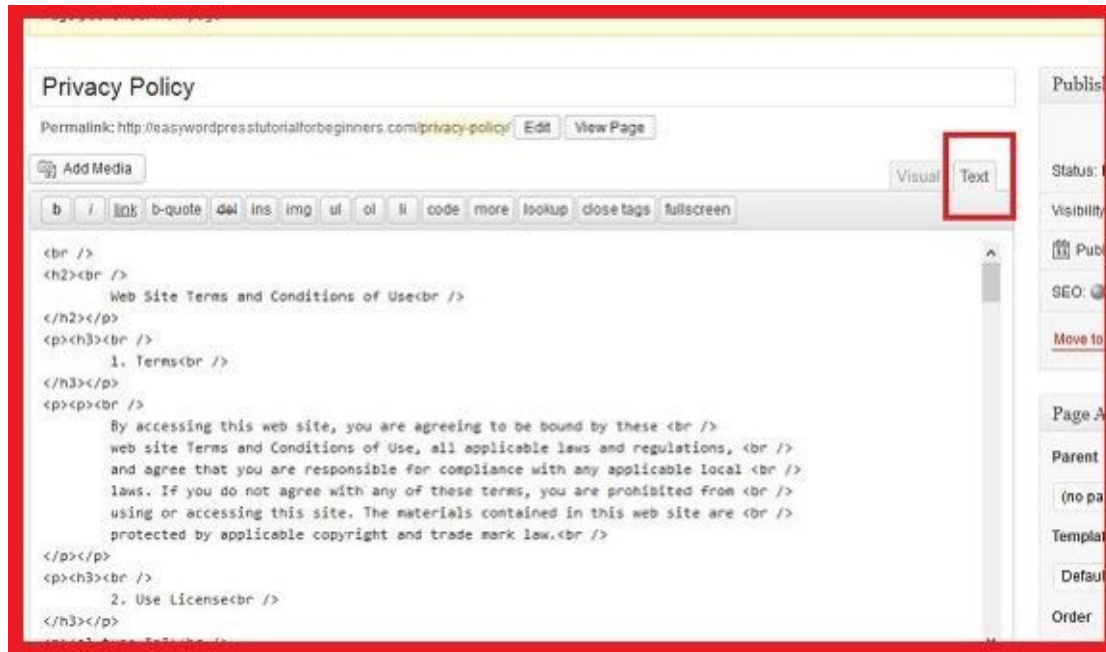
Company Name:

State:

Generate Terms of Service

This Free tool is provided by SEOJack

When you paste this, you will be pasting HTML code, so use the TEXT tab on the page.





Here is what the one looks like on the site:

## Privacy Policy

## Web Site Terms and Conditions of Use

### 1. Terms

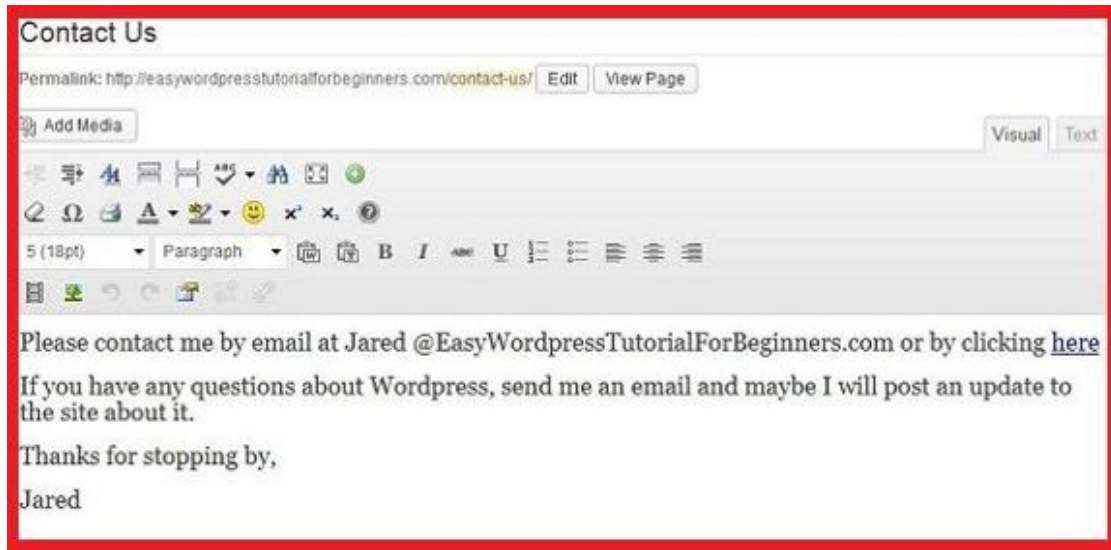
By accessing this web site, you are agreeing to be bound by these web site Terms and Conditions of Use, all applicable laws and regulations, and agree that you are responsible for compliance with any applicable local laws. If you do not agree with any of these terms, you are prohibited from using or accessing this site. The materials contained in this web site are protected by applicable copyright and trade mark law.

### 2. Use License

1. Permission is granted to temporarily download one copy of the materials (information or software) on **EasyWordpressTutorialForBeginners.com**'s web site for personal, non-commercial transitory viewing only. This is the grant of a license, not a transfer of title, and under this license you may not:
  - A. modify or copy the materials;
  - B. use the materials for any commercial purpose, or for any public display (commercial or non-commercial);
  - C. attempt to decompile or reverse engineer any software contained on **EasyWordpressTutorialForBeginners.com**'s web site;

## Contact Us

The contact us page is very simple, all you need to do is list a way that you can be contacted by your visitors or customers.



## Sitemap

This page is generated by the Sitemap plugin that we installed already.

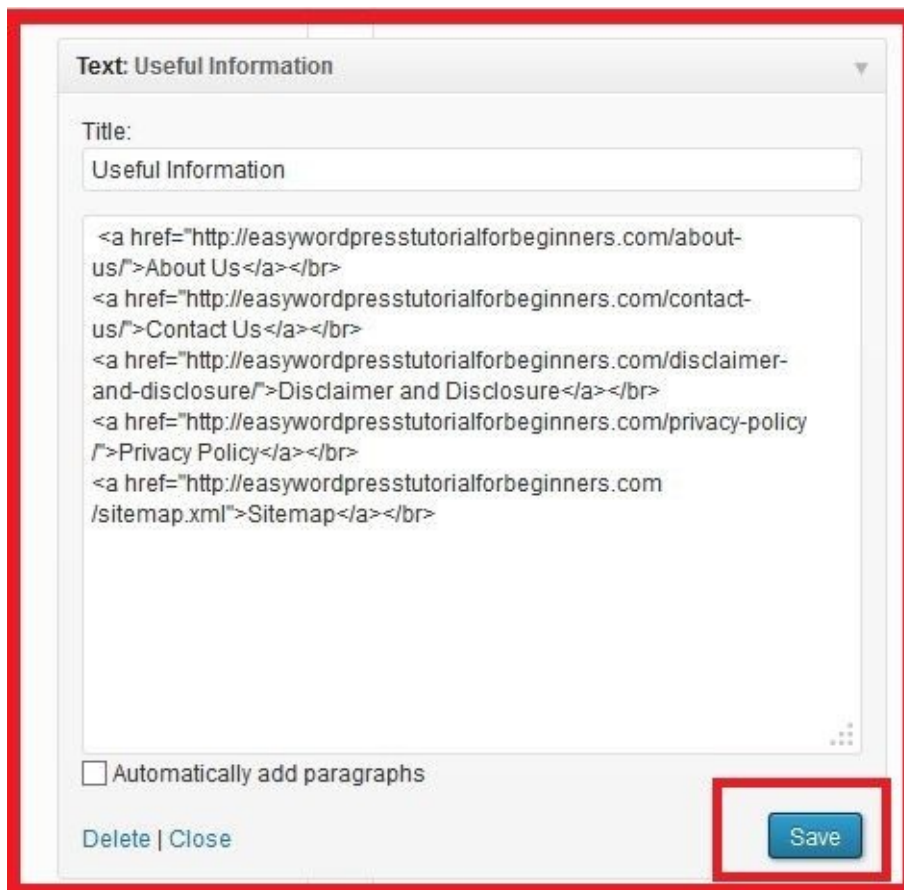
### Now - Install These Pages to the Footer.

First click on Appearance – Widgets.

On the right side of the page, click the down arrow for the Footer Widgets Area 1.

Click and drag a TEXT box over to the Footer Widgets Area 1.

Insert the URLs for each page into the text box. And click Save.



**Text: Useful Information**

Title:  
Useful Information

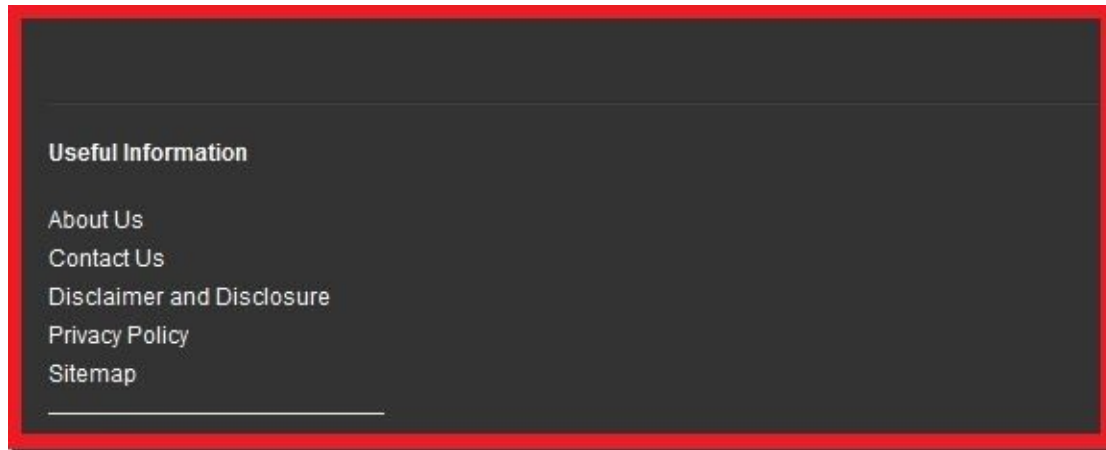
`<a href="http://easywordpressutorialforbeginners.com/about-us/">About Us</a></br>  
<a href="http://easywordpressutorialforbeginners.com/contact-us/">Contact Us</a></br>  
<a href="http://easywordpressutorialforbeginners.com/disclaimer-and-disclosure/">Disclaimer and Disclosure</a></br>  
<a href="http://easywordpressutorialforbeginners.com/privacy-policy/">Privacy Policy</a></br>  
<a href="http://easywordpressutorialforbeginners.com/sitemap.xml">Sitemap</a></br>`

☐ Automatically add paragraphs

Delete | Close

Save

This is how the footer will look once you have inserted the text.



Double check the pages by clicking on each one to make sure it opens a page.

If there is a problem, you will see this Error page.



Figure out what is wrong and fix it before you move on!

Just look at the URL you put in the text box and compare it to the actual URL of the page it is trying to reach.

The sitemap will not open yet because one has not been generated. So you will check this later.

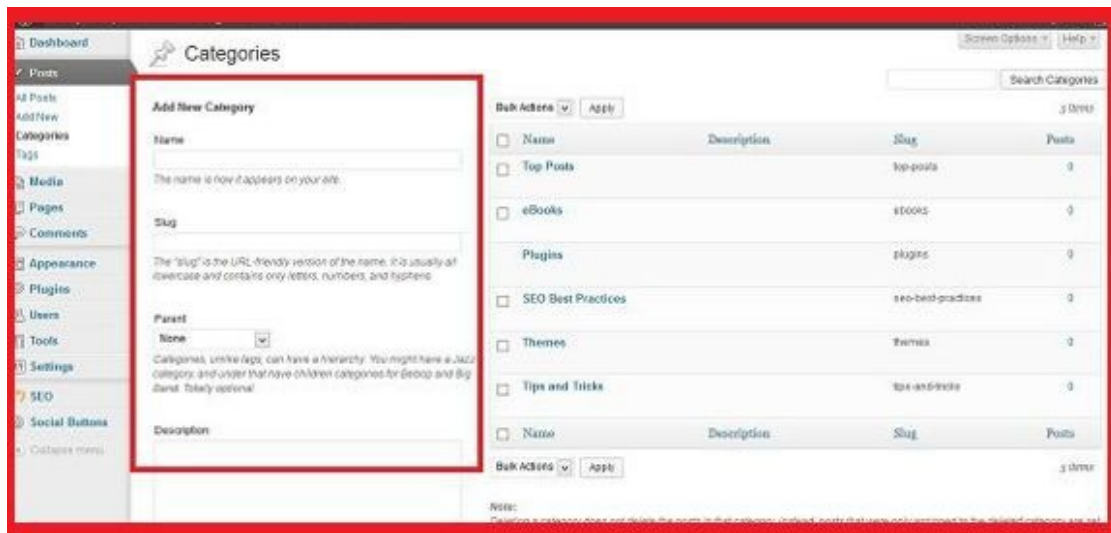
## Categories

In order to gather groups of posts together in like content, we use the categories in Wordpress.

In the left column, click on Posts – then Categories.

Build some categories that you think you will use for your site. I built one for Plugins, eBooks, Themes, SEO Best Practices, Tips and Tricks and Top Posts.

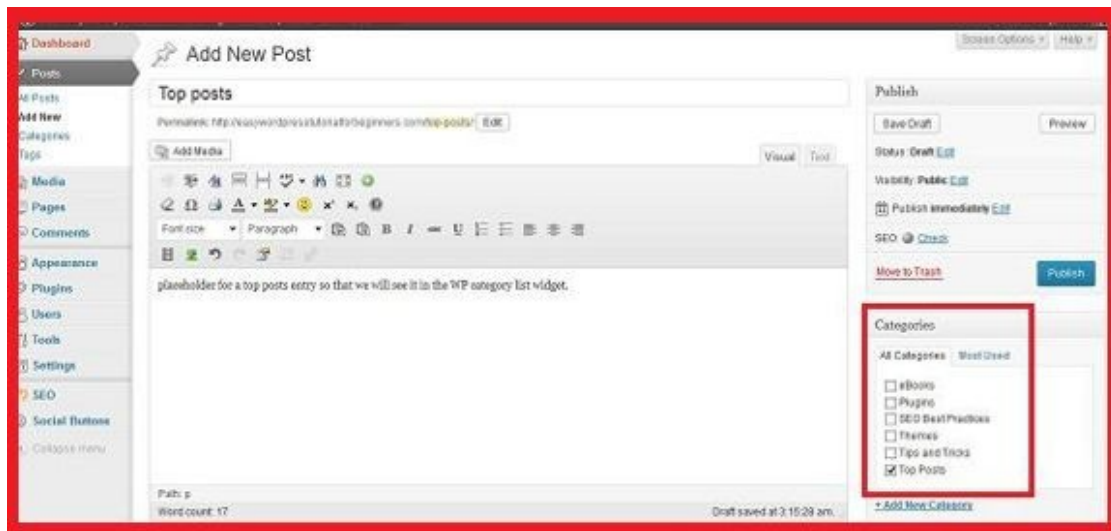
Type the Category title in the Name Box, and type the same thing without capital letters in the Slug Box. Name one category Top Posts.



This is all you have to do right now. As you write your posts, you will pick the most appropriate category for the information.

## Posts

Since there are no posts yet, we can't select a category for use in the widget in the next step. So I am posting what is called a "placeholder." This is just some text so that we can use the category function. I won't leave it here when I start putting content on the site; it is only here for demonstration purposes.



I chose the category of Top Posts because that is the category I want to use in the WP Category Post Widget in a few minutes. It will help you to keep on track if you build a placeholder post as well.

## Widgets

We installed a couple of plugins for widgets earlier, so now we are going to add some things to the right hand sidebar. There is nothing between the header, menu and footer. So, we're going to fix that now.

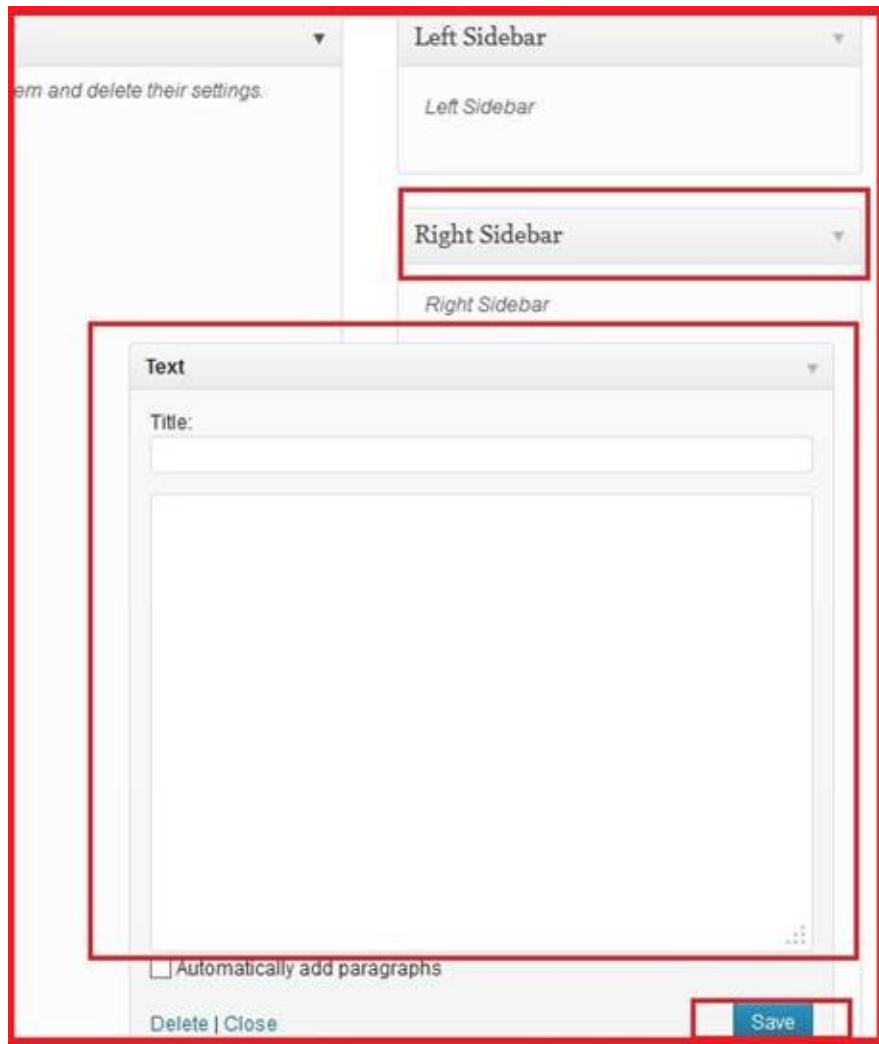




## Welcome Message

Open the Right Sidebar by clicking on the down arrow.

Now pull a TEXT box over into the Right Sidebar from the middle section.



Now add a welcome message. Including your photo makes people more comfortable about the information on your site.

Here is the text I inserted to my Welcome message:

**Text: Welcome to My Site**

Title:  
Welcome to My Site

```

<br><font span="large">Hello, I am Jared and I love to build Wordpress sites.<br>
Most people are afraid of Wordpress because they have never used it.
<br><br>
I'm here to show you that you can build a Wordpress website or blog by following along in my eBook.
<br><br>I will also post tips and tricks on this site from time to time.
<br><br>
Enjoy Wordpress - I know I do!
```

☐ Automatically add paragraphs

Delete | Close Save

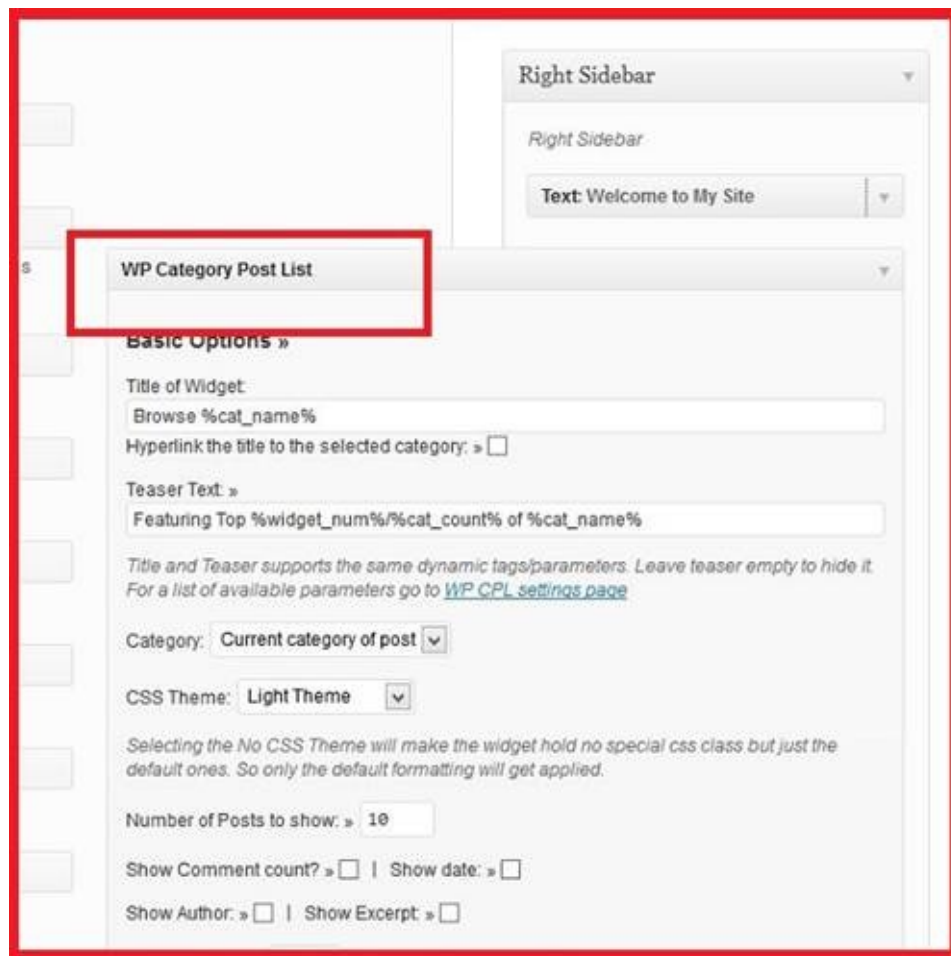
Here is how it looks on the site:



## WP Category-Post-List

Look in the list of widgets and find the widget called WP Category Post List.

Click on it and drag it over to the Right Sidebar under the Welcome Message we just put there.

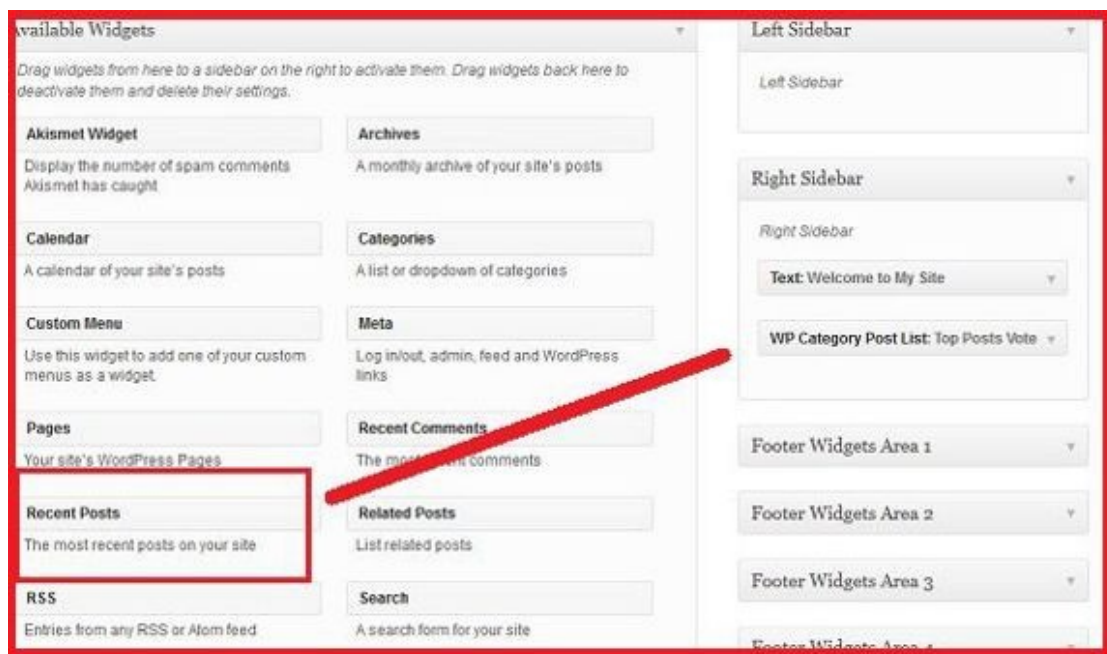


It will automatically open up like the one above.

## Recent Posts

Go to Appearance – Widgets and click. One of the widget options is Recent Posts. Click on this one and drag it into the Right Sidebar below the WP Category Posts List.

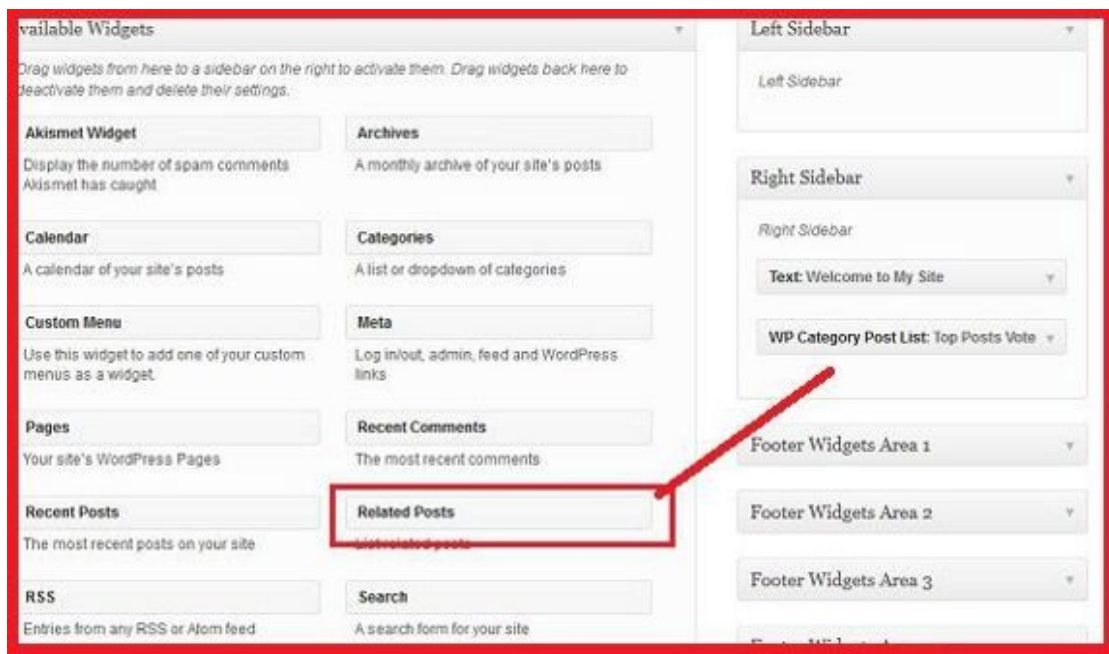
This widget will automatically pull in the recent posts that you have put on your site. You can choose how many you want to display. The default number is 5. You can name this widget in the Title Box if you want it to say something special.



## Related Posts

We installed the Plugin for this earlier. What it does is add a set of links at the bottom of a post that connect up other posts. Much like the Amazon recommendations when you look at something on amazon, this leads visitors to stay on your site reading more of your content.

When we add some posts later, you will see how this works for you.



## Facebook Page Likes

To use this, you will need to have a Facebook page. I will work on the assumption that you have one already.

Go to this page: <http://developers.Facebook.com/docs/reference/plugins/like-box/>

This is what you will see:

Facebook Page URL (?)

`https://www.facebook.com/FacebookDevel`

Width (?)

292

Height (?)

Show Faces (?)

☒ Show Faces

Color Scheme (?)

light ▾

Stream (?)

☒ Show stream

Show Border (?)


☒ Show Border


Header (?)


☒ Show header

Get Code


Find us on Facebook


 Facebook Developers



 Facebook Developers


Building Mobile Games? This talk will - at a code level - show you how to implement Facebook's features for Games: Scores, Achievements, Requests and Invites. <http://bit.ly/16zu3R3>

 June 26 at 8:07am

 Facebook Developers

Within six months of launch Criminal Case already had over 7 million daily active

1,901,579 people like Facebook Developers.



In the Facebook page URL box – replace “FacebookDevelopers” with your page URL. You can select whether you want to show the stream or not. Sometimes I do, sometimes I don’t.

<b>Facebook Page URL (?)</b> <input type="text" value="/pages/Jared-Langsford/144654555739874"/>	<b>Find us on Facebook</b>
<b>Width (?)</b> <input type="text" value="292"/>	 <b>Jared Langsford</b> <input type="button" value="Like"/> You like this.
<b>Height (?)</b> <input type="text"/>	 <b>Jared Langsford</b> Check it out!
<b>Show Faces (?)</b> <input checked="" type="checkbox"/> Show Faces	<div><b>Easy Wordpress Tutorial For Beginners</b> - easywordpressutorialforbegin</div>
<b>Color Scheme (?)</b> <input type="button" value="light"/>	 24 minutes ago
<b>Stream (?)</b> <input checked="" type="checkbox"/> Show stream	 <b>Jared Langsford</b> Building a new website as I compile the final stages of Easy Wordpress Tutorial For



At the bottom of the box, click “Get Code.”

This will pop up:

**Your Like Box plugin code:**

**HTML5** XFBML IFRAME URL

1. Include the JavaScript SDK on your page once, ideally right after the opening <body> tag.

```
<div id="fb-root"></div>
<script>(function(d, s, id) {
  var js, fjs = d.getElementsByTagName(s)[0];
  if (d.getElementById(id)) return;
  js = d.createElement(s); js.id = id;
  js.src = "//connect.facebook.net/en_US/all.js#xfbml=1";
  fjs.parentNode.insertBefore(js, fjs);
}(document, 'script', 'facebook-jssdk'));</script>
```

2. Place the code for your plugin wherever you want the plugin to appear on your page.

```
<div class="fb-like-box" data-href="https://www.facebook.com/pages/Jared-
Langsford/144654555739874" data-width="292" data-show-faces="true" data-
stream="true" data-show-border="true" data-header="true"></div>
```

Okay

In your site, go to Appearance – Editor. The click on Header in the right column.



Here is a close up of the code in the Header file:

Copy and paste the first box of code from Facebook into the Header box right after the `<body <?php body_class(); ?>` code. There is an empty line, just paste it there, it will spread out and fill in like it is supposed to.



```

<link rel="pingback" href="<?php bloginfo( 'pingback_url' ); ?>" />
<link rel="stylesheet" type="text/css" href="<?php echo get_template_directory_uri();
?>/colors/<?php echo get_option('resizable_theme_stylesheet');?>" />
<link rel="stylesheet" type="text/css" href="<?php echo get_template_directory_uri();
?>/tom.css" />
<?php wp_head(); ?>
<?php if (get_option('resizable_left_sidebar_enable') == 'false') { ?>
    <style>
        #content-loop { width: 100%; }
    </style>
<?php ?>
</?php>
<?php if (is_home() || is_archive() || is_search()) add_filter('img_caption_shortcode',
create_function('$a, $b, $c', 'return $c;'), 10, 3); ?>
<body <?php body_class(); ?>
<div id="fb-root"></div>
<script>(function(d, s, id) {
    var js, fjs = d.getElementsByTagName(s)[0];
    if (d.getElementById(id)) return;
    js = d.createElement(s); js.id = id;
    js.src = "//connect.facebook.net/en_US/all.js#xfbml=1";
    fjs.parentNode.insertBefore(js, fjs);
})(document, 'script', 'facebook-jssdk');</script>

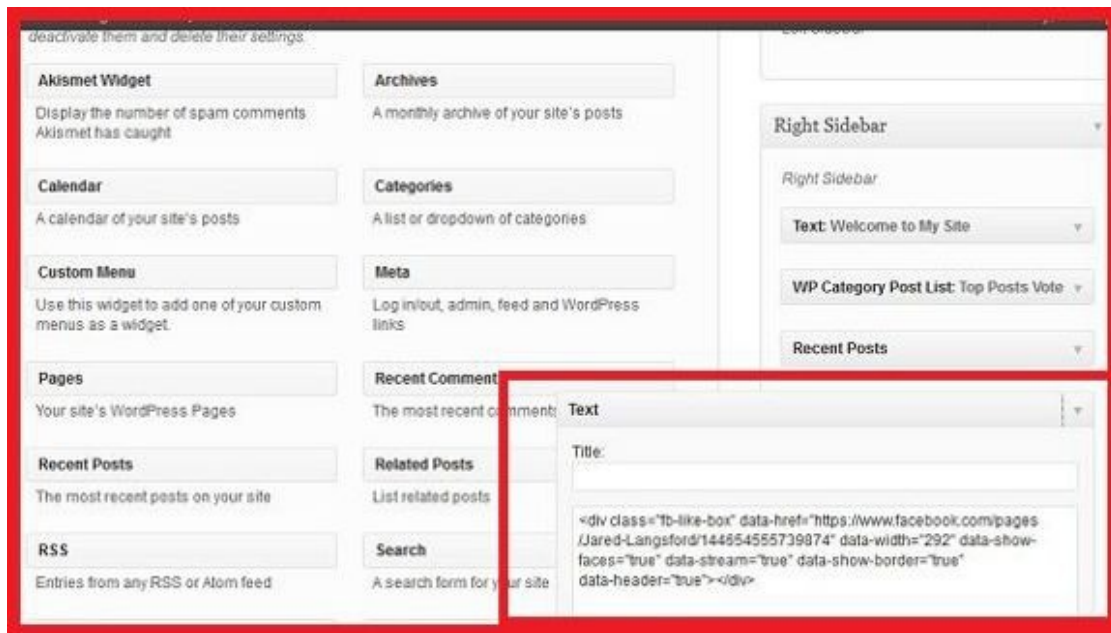
    <div id="wrapper">
        <span id="home-url" name='<?php echo get_template_directory_uri();?>'></span>
        <div class="inner-wrap">

            <div id="header">
                <?php if (get_option('resizable_text_logo_enable') == 'on') {
?>
```

Then click Update File. If you are nervous about this, please email me and I will do it for you for just a few dollars. But you really can do it yourself!

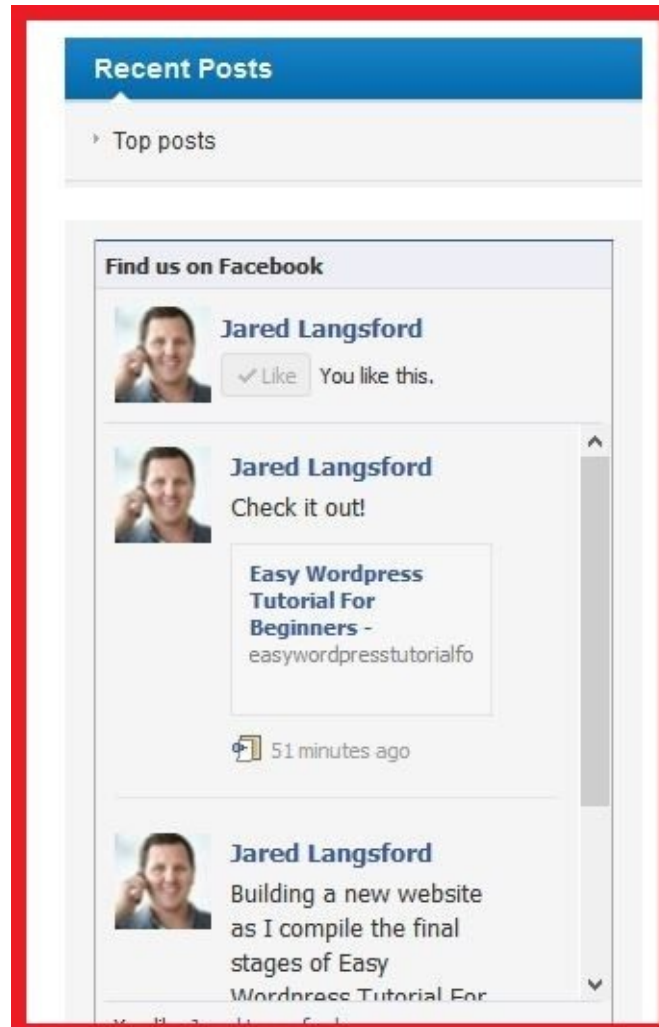
Now go to Appearance – Widgets and drag another Text box to the Right Sidebar.

Copy and paste the code from the second Facebook box into the widget.



Click Save.

Now take a look at your site – this is what you will see in the Right Sidebar:



## Tracking Your Visitors

There are several easy to use tracking options. Google Analytics, Clicky.com, Sitemeter.com – any of these will help you track the traffic to your site.

I use Clicky.com for my sites because the tracking information is easy to read, and I don't really want Google tracking all my information.

If you would like to try them out, you can look at their site by [Clicking Here](#):



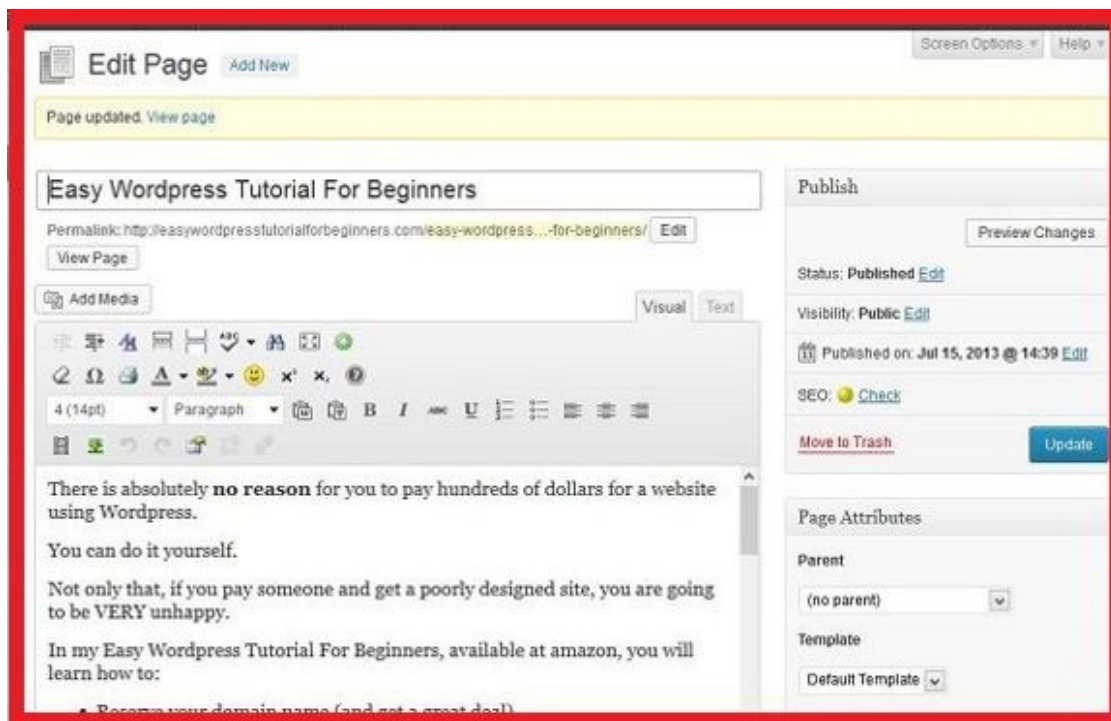
They have a free trial, and if you only have one site, it's free PERIOD.

## Adding a Page

Now it's time to build a page.

Go to Pages – Add New.

Now add the content that you want on your site – I am going to use this as a home page – I will show you how to do that as well.

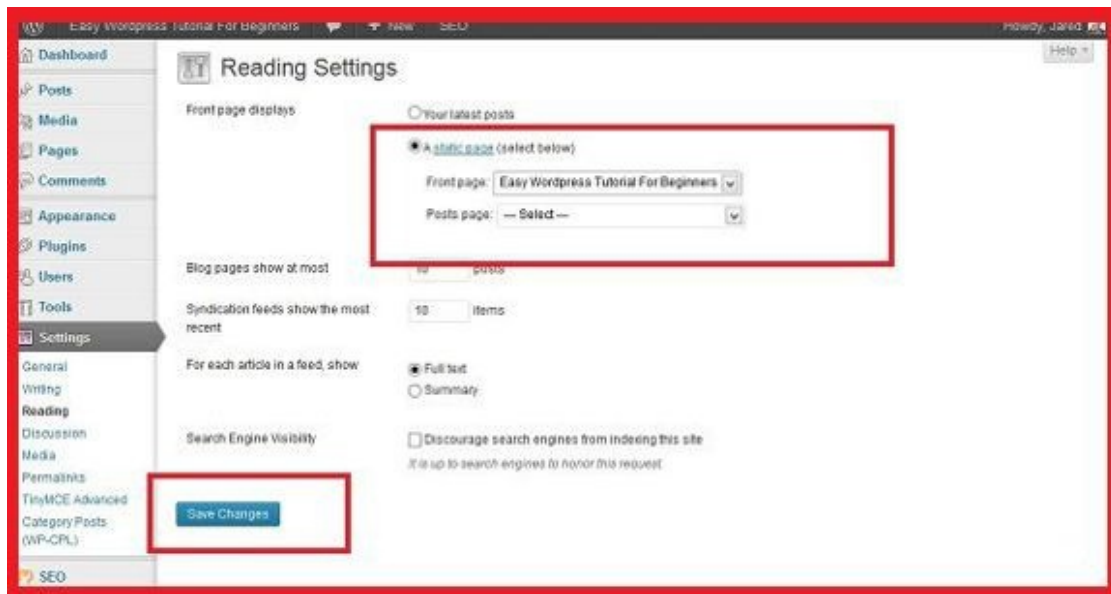


Click Update to save the page.

This is going to be my Home Page – I want people to see this page when they first come to my site so we are going to set that up now.

Go to Settings – Reading in the left column.

Click next to where it says “Static Page” then select the page you want as your Home Page from the drop down choices. I have selected the page I just wrote.



Be sure to click Save Changes.



This is what opens when I go to my site now:



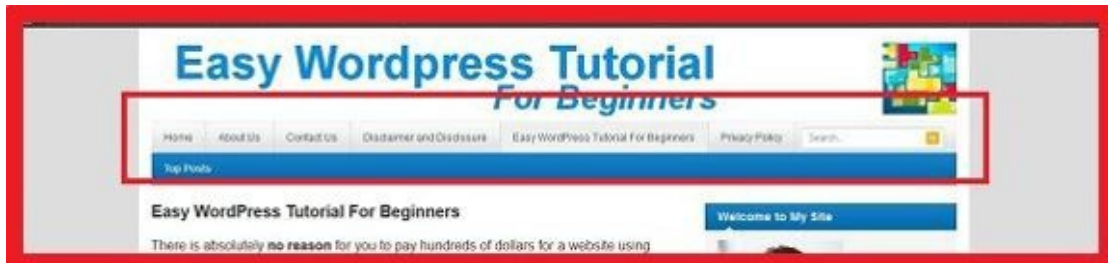
Looking great, huh?

How is yours looking?

## Menus

As you can see in this image, I have a number of pages showing up in the navigation bar.

I want to get rid of these, so let's set up our Menu.



The item in the blue bar – where it says “Top Posts” is a category list. We are going to adjust the list of pages now.

I don't want the Useful Information pages, you know, the Disclaimer, About Us, *etc.* pages showing up here. Even if you want them there, don't skip this step because without knowing how to adjust your menu, you will have every page you build showing up right here.

Go to Appearance – Menus in the left column.

Click here and you will see this page:



Let's name the new Menu. I usually call the main menu simply Menu. You can call it anything you want.

Then click Create Menu.

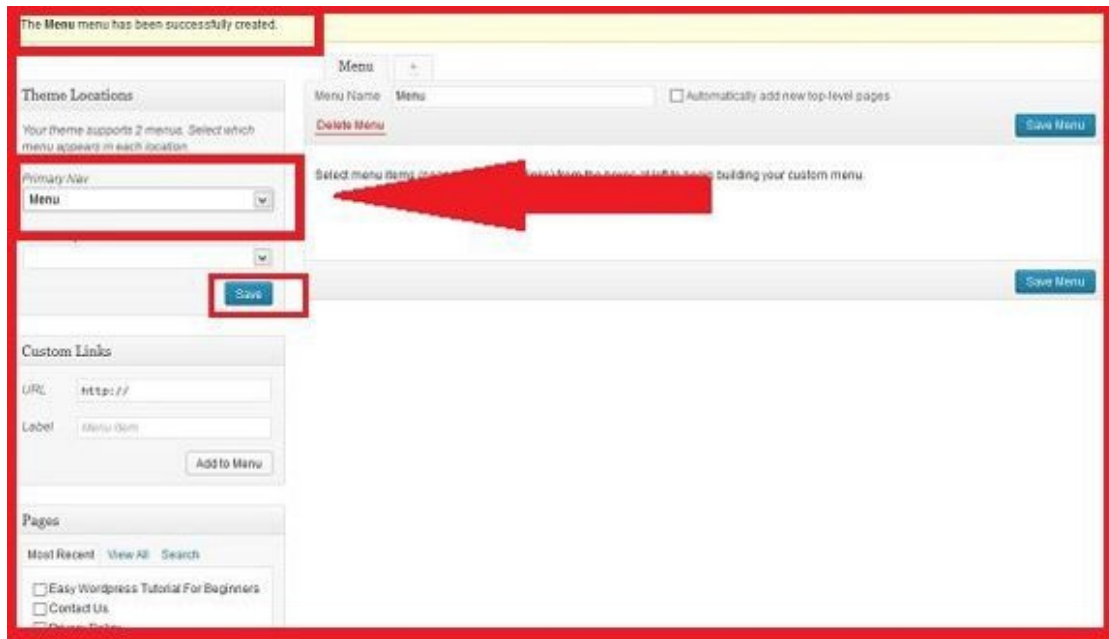


The screenshot shows a web interface for creating a menu. A red rectangular box highlights the 'Menu Name' input field, which contains the text 'Menu'. Another red rectangular box highlights the 'Create Menu' button, which is blue with white text. Below the input field and button, there is instructional text: 'To create a custom menu, give it a name above and click Create Menu. Then choose items like pages, categories or custom links from the left column to add to this menu.', 'After you have added your items, drag and drop to put them in the order you want. You can also click each item to reveal additional configuration options.', and 'When you have finished building your custom menu, make sure you click the Save Menu button.'

You can see that the Menu has been successfully created.

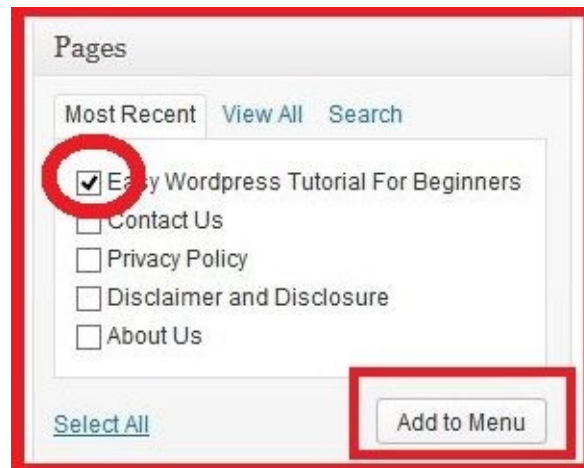
Now let's make this new Menu the Primary Navigation.

Click on Primary Nav and select your new Menu.



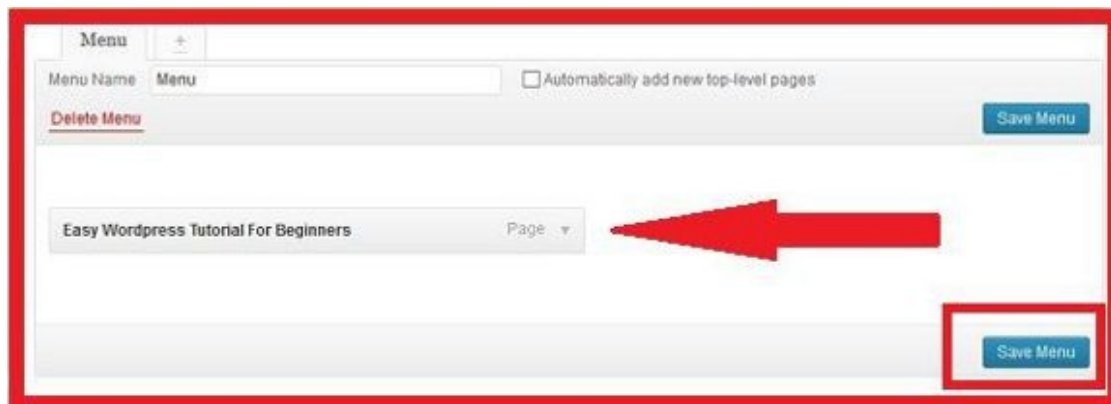
Be sure to click Save once you have done this.

Now select any pages that you want to show up in the Navigation bar. I have selected the page that I am using as my Home Page. This is how to make the selection of pages Be sure to click Add to Menu.



Now the page is up in the Menu box on the right.

Be sure to click Save Menu.



This is how my site looks now:



Awesome, huh?

It's really looking like a website now!



## **Adding Posts**

One of the things you will do when adding content is to decide if you want to add a page or post. This is strictly personal preference. Many people like page after page.

For me, I like to keep pages to a minimum and add most of my content as posts.

This helps in the Related Posts plugin as they will be highlighted at the bottom of pages and other posts.

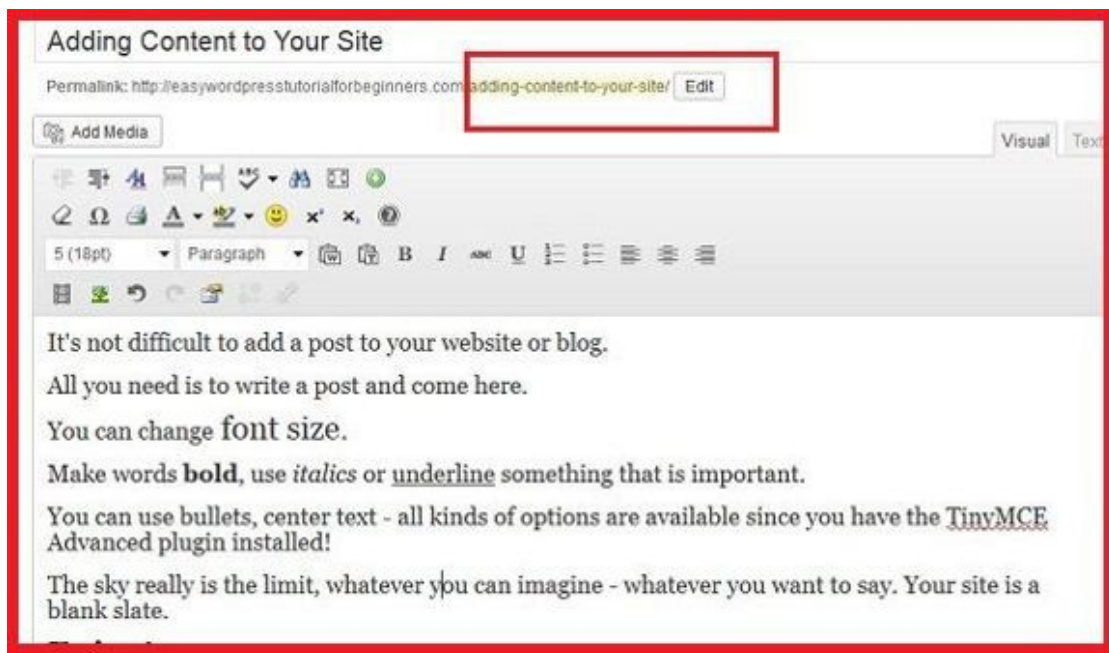
So, let's add a post now.

## How to Post

Go to Posts in the left hand column and select Add New.

Put your title in the title box.

Now add your content. Use the formatting icons to bold, italicize or to change the size of the font.



Congratulations! A new post! You can rename how it is stored on your site by changing what is in the red box. Wordpress will automatically name it, but if you want to change it, you can do that here.

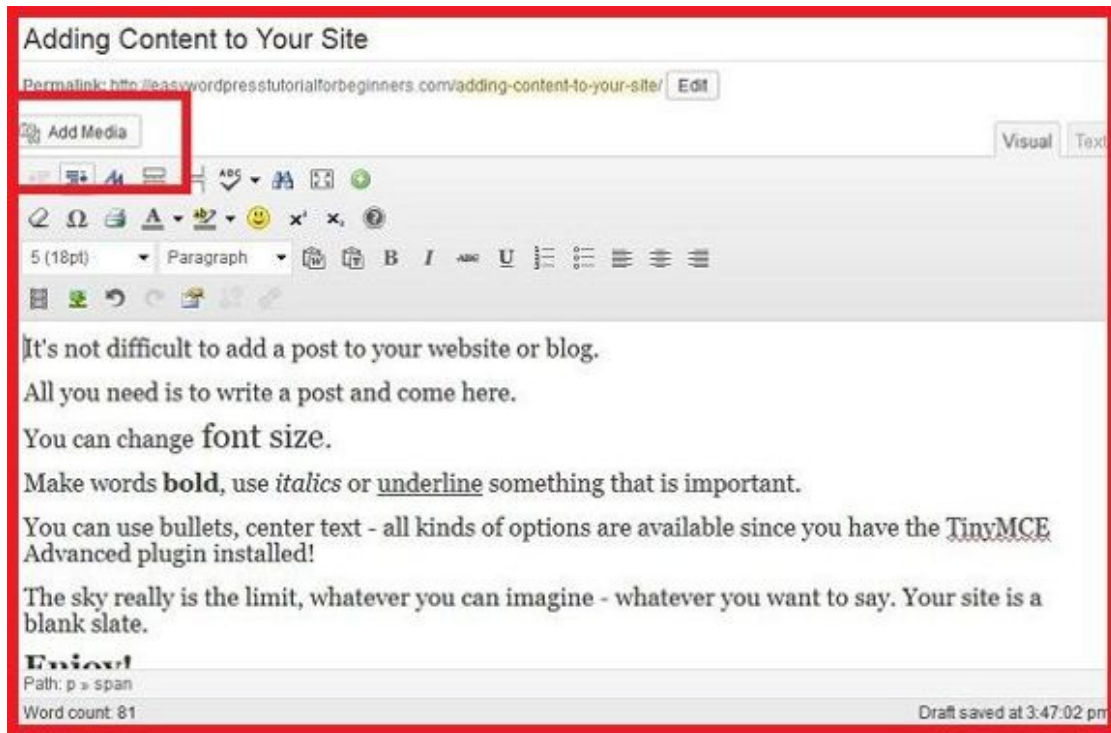
## Adding Images

Of course, we are not done with the post. Internet visitors LOVE images, so it's important to add one to your post.

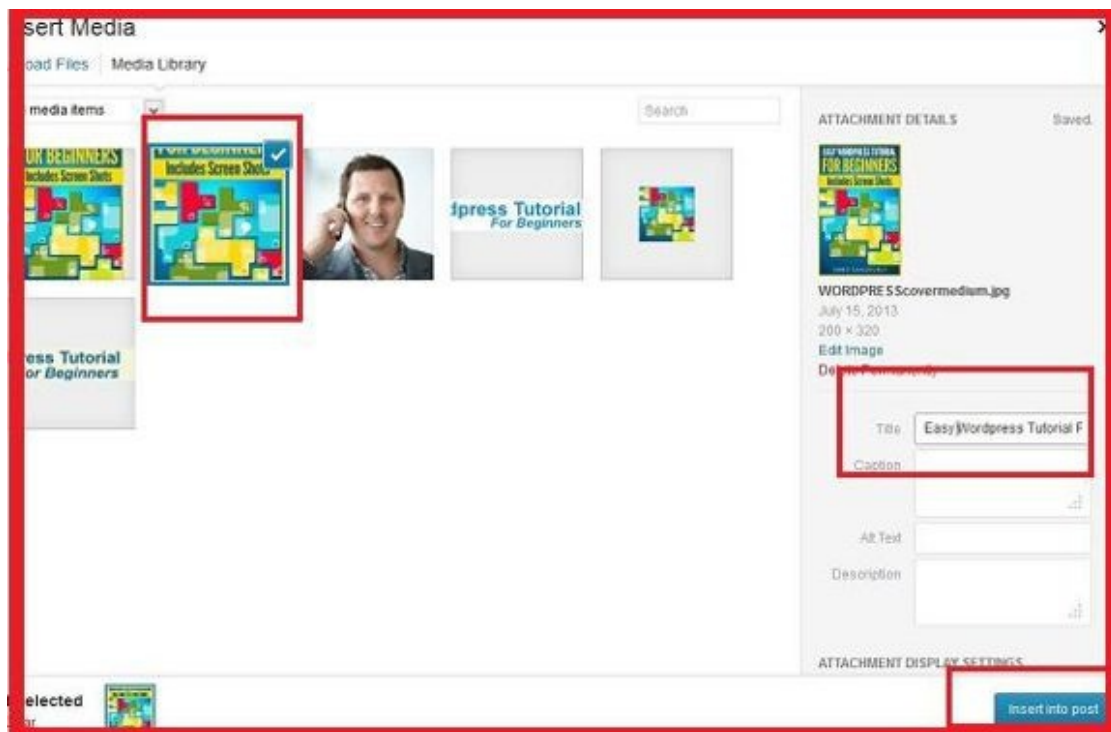
Be sure that, either you have taken the picture yourself, or you purchase the rights to it, or you give credit if that is the requirement. Many bloggers and website owners have gotten in trouble for using images that they just grabbed off the web.

Don't do it. Respect other people's content and images. It is the right thing to do!

Put your cursor where you want the image to be placed, and then click Add Media at the top.

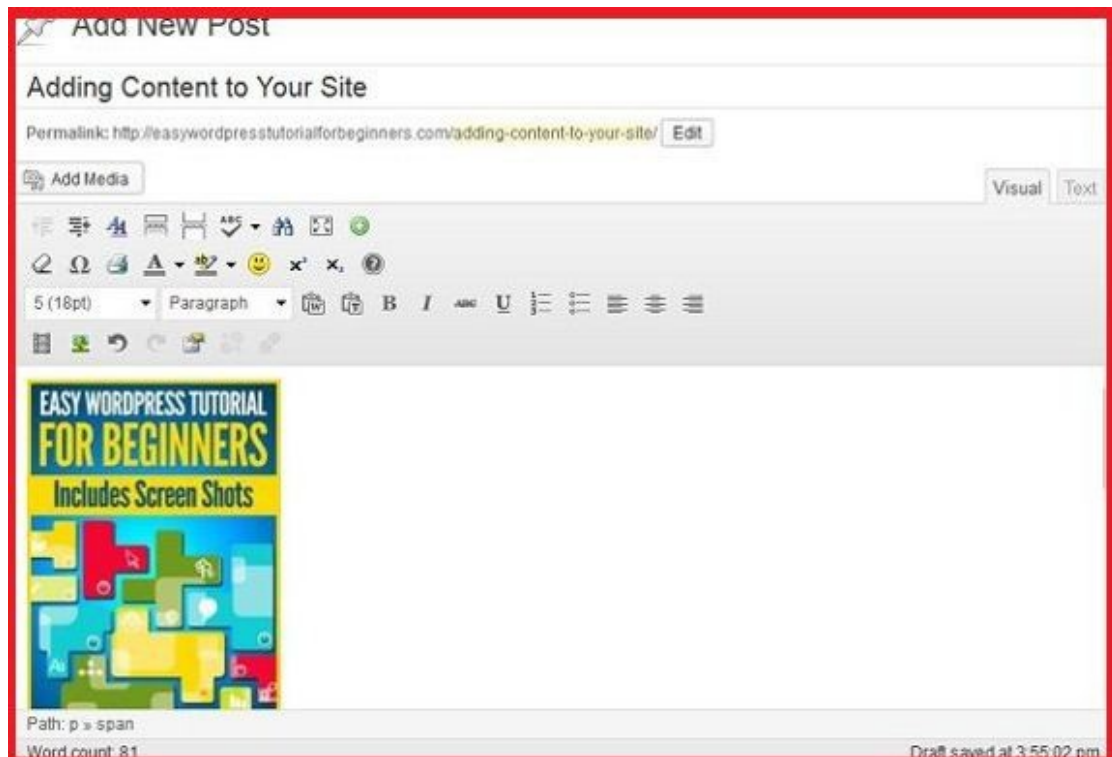


Now you can upload the image like we did earlier. I always upload the image I want in the post and a thumbnail of the same image. You can resize images using Microsoft Paint™ or any of several online free image sites. Irfanview is easy to use, as is Sumopaint.com. You can use Sumopaint without downloading anything to your computer if that's what you prefer. Both of these have excellent free versions. I have been using Irfanview for free for several years.



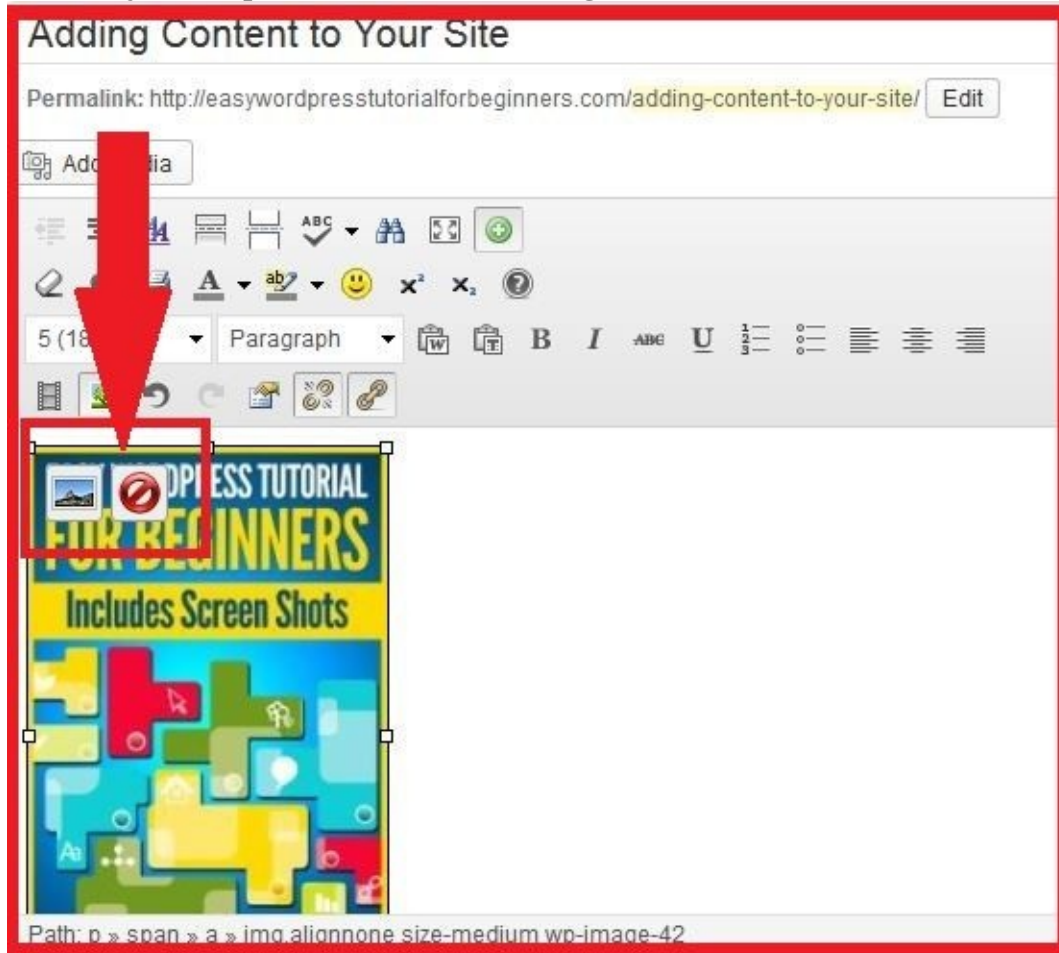
Choose the image you want to insert, rename it if you wish and click Insert into post.

I put my cursor at the very beginning of the post, so this is what my post looks like now.



Not exactly what I have in mind. I can fix this.

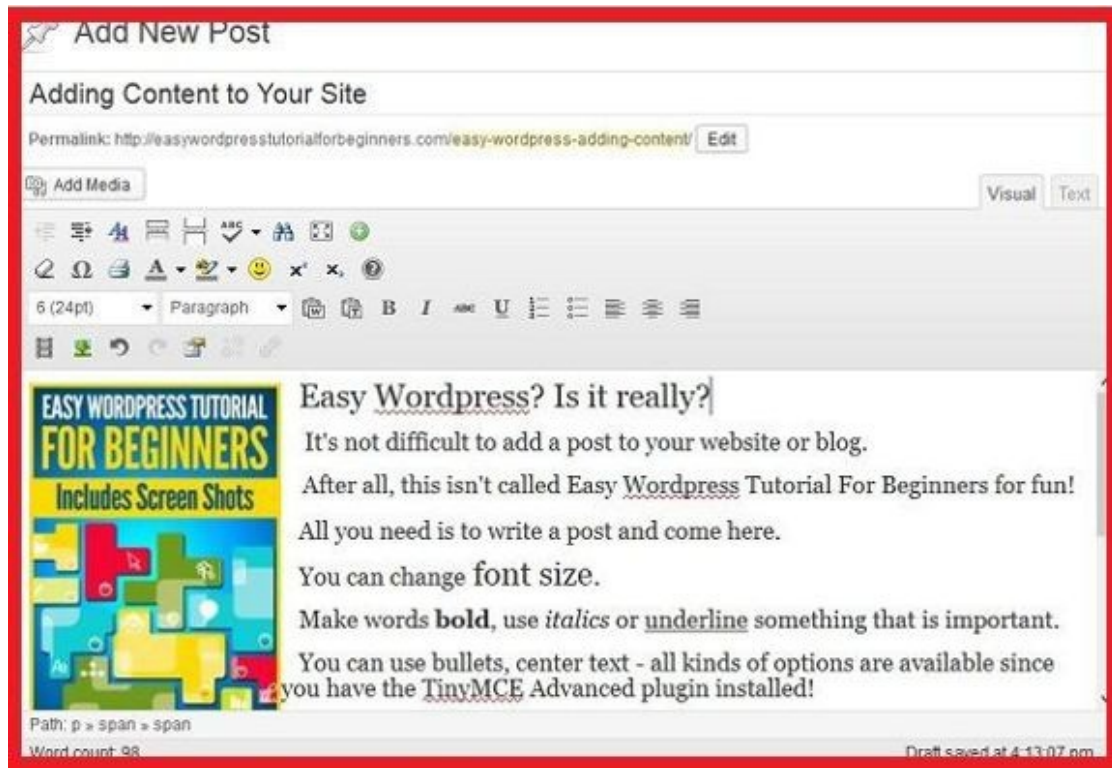
Click on the image itself. It will open two little icons. One will delete the image from your post; the other gives us some formatting options:



When we click the button on the left that looks like an image, we get some options for the image.

I chose Left Alignment and removed the link URL. This link only pointed to the image and I don't want visitors clicking on it and just opening the image, so unless I want the image to link to a specific page, I will leave this blank. Be sure to click Update.

As you can see, by using the Left Alignment on the image, now the text is on the right. It looks much better now.

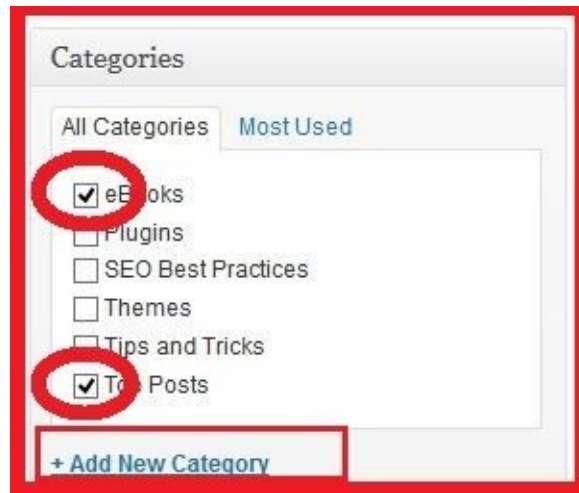




## Select Categories

Choose the appropriate categories for your post. I want this post highlighted in the Top Posts widget, so I will select Top Posts and eBooks for the post.

You can also add a new category right here if you want to.



The screenshot shows the 'Categories' section of a WordPress post editor. It features two tabs: 'All Categories' (selected) and 'Most Used'. Below the tabs is a list of categories with checkboxes. The categories listed are 'eBooks', 'Plugins', 'SEO Best Practices', 'Themes', 'Tips and Tricks', and 'Top Posts'. The checkboxes for 'eBooks' and 'Top Posts' are checked and circled in red. At the bottom of the list, there is a button labeled '+ Add New Category' which is enclosed in a red rectangular box.

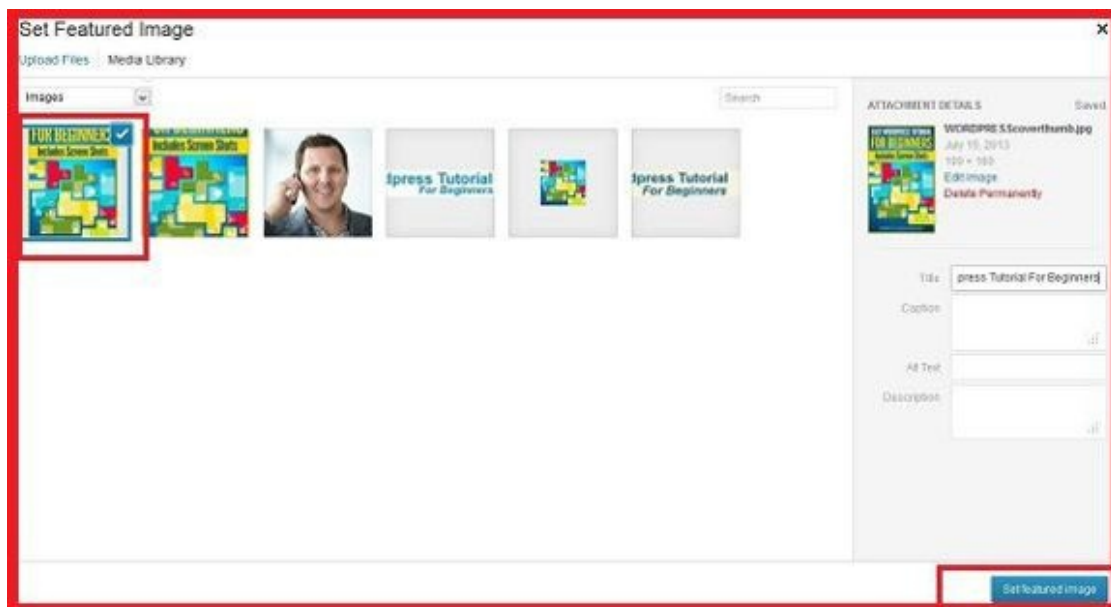
Category	Selected
eBooks	Yes
Plugins	No
SEO Best Practices	No
Themes	No
Tips and Tricks	No
Top Posts	Yes

+ Add New Category

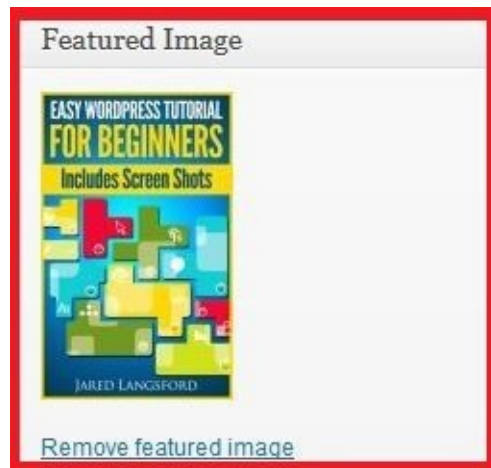
## Add a Featured Image

This is a very important step; this is where the Related Posts plugin gets the image that it displays at the bottom of posts. It will show up in the categories list of posts as well. Always use a thumbnail for this Featured Image. Wordpress might accept a larger one, but you want it to display as a thumbnail. Your site will load faster if it is not loading a huge image into a small space!

This is the reason that when I upload the image for the post, I upload a thumbnail image at the same time. I resize my thumbnails to a width of 100 pixels and let the image program resize the width to the appropriate pixels. Be sure to click Set featured image.



This is what you will see on your post page after you have chosen the Featured Image:



## Schedule or Immediate Publish

You can choose to schedule your post to go live at a later date and time, or publish immediately.

You can also save a draft and come back to finish this content later.



The image shows the 'Publish' meta-box in a WordPress interface. It contains several sections: a top section with 'Save Draft' and 'Preview' buttons; a 'Status' section showing 'Draft' with an 'Edit' link; a 'Visibility' section showing 'Public' with an 'Edit' link; a 'Publish immediately' section with a calendar icon, a date/time picker set to '07-Jul 15, 2013 @ 15 : 28', and 'OK' and 'Cancel' buttons; an 'SEO' section with a radio button and a 'Check' link; and a bottom section with a 'Move to Trash' link and a 'Publish' button. Red rectangular boxes highlight the 'Save Draft' button, the 'Publish immediately' section, and the 'Publish' button.

**Publish**

Status: **Draft** [Edit](#)

Visibility: **Public** [Edit](#)

 **Publish immediately**

07-Jul ▾ 15, 2013 @ 15 : 28

[Cancel](#)

SEO: ☒ [Check](#)

[Move to Trash](#)

Now we will look at the website and see what changes have happened.

Remember when I told you that categories are listed in the blue bar?

Now we have the category of eBooks showing up. This is because I chose the categories of Top Posts and eBooks for the post we just added.



Now, let's click on one of the categories in the blue bar. I have chosen to click on eBooks.

I told you that the Featured Image would show up in the list of posts in a category. Well, check it out!



It looks awesome, don't you think?

## **Performing a Site Backup**

This is a very important function. Hostgator performs a backup for you on occasion, but there is a reason to do it yourself.

When Hostgator performs a backup, they delete the one before. So if there is a problem with your site and you don't realize it, they could replace a perfectly good backup with one of your site after the bad thing happens. In this case, you won't have a good backup to restore to your site.

I have never lost my site on Hostgator, and I've been with them for many years. But I still make my own backups.

My suggestion is that you do the same thing,

Log in to your Hostgator cPanel. This is located at “YOURDOMAIN/cpanel.

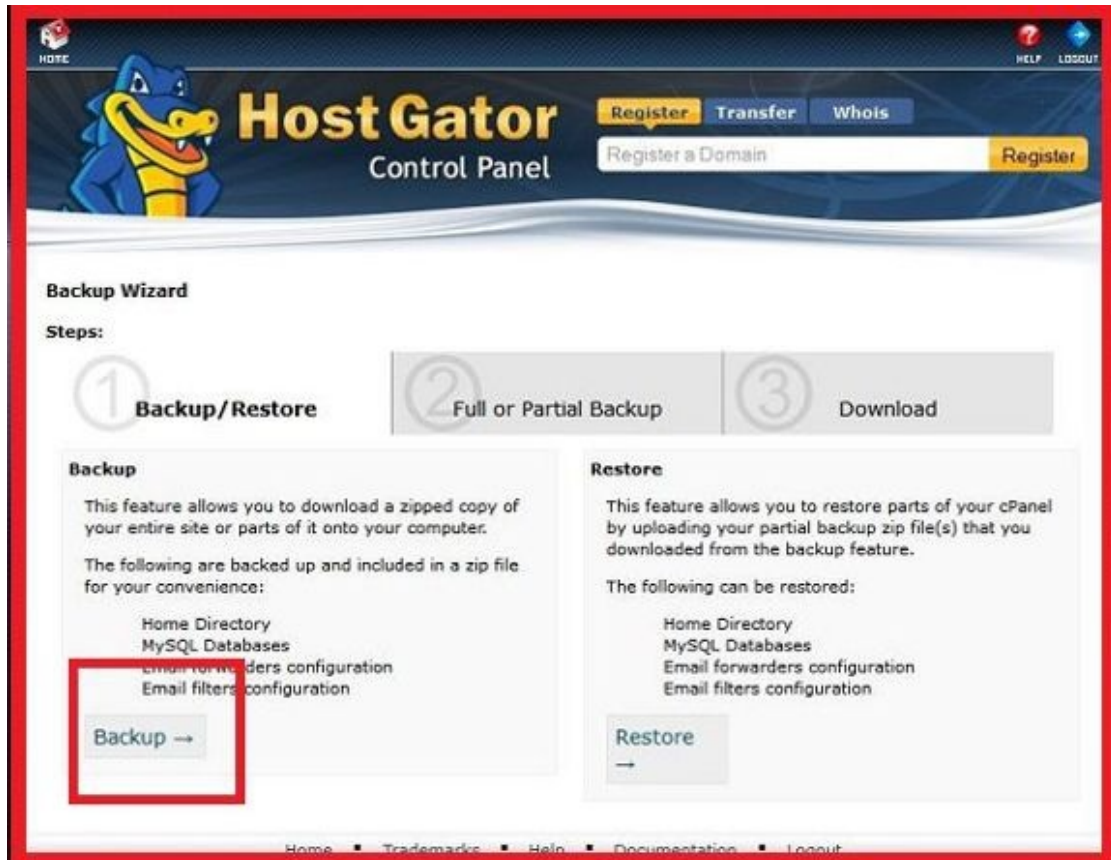
I will login at <http://easywordpresstutorialforbeginners.com/cpanel>.

The backup function is located here:





When you click on the Backup Wizard, this screen will open up.



Click on Backup.

Select Full Backup on the next screen:



The next screen is set to default to your Home Directory. This is fine.

Insert an email address where you want to receive notice when the backup is complete.

Click Generate Backup.



The screenshot shows the Host Gator Control Panel interface. At the top, there is a navigation bar with the Host Gator logo, a 'HOME' link, and buttons for 'Register', 'Transfer', and 'Whois'. Below this is a search bar with the text 'Register a Domain' and a 'Register' button. The main content area is titled 'Full Backup' and includes a warning: 'A full backup will create an archive of all the files and configurations on your website. You can only use this to move your account to another server, or to keep a local copy of your files. You **cannot** restore full backups through your cPanel interface.' Below this, a section titled 'Backups Available for Download:' lists two backups: 'backup-9.10.2011\_18-03-35\_...tar.gz (Sat Sep 10 18:03:35 2011)' and 'backup-3.14.2013\_12-43-18\_...ar.gz (Thu Mar 14 12:43:18 2013)'. The 'Generate a Full Backup' section has a 'Backup Destination:' dropdown set to 'Home Directory'. The 'Email Address:' field is populated with a redacted email address and a green checkmark, with a radio button selected. Below it is an option 'Do not send email notification of backup completion.' with an unselected radio button. A red rectangle highlights the 'Generate Backup' button. At the bottom, there is a 'Go Back' button and a footer with links for 'Home', 'Trademarks', 'Help', 'Documentation', and 'Logout'.

**Host Gator**  
Control Panel

Register Transfer Whois

Register a Domain Register

**Full Backup**

A full backup will create an archive of all the files and configurations on your website. You can only use this to move your account to another server, or to keep a local copy of your files. You **cannot** restore full backups through your cPanel interface.

**Backups Available for Download:**

- ✓ backup-9.10.2011\_18-03-35\_...tar.gz (Sat Sep 10 18:03:35 2011)
- ✓ backup-3.14.2013\_12-43-18\_...ar.gz (Thu Mar 14 12:43:18 2013)

**Generate a Full Backup**

Backup Destination: Home Directory

Email Address: ☒ [Redacted Email Address] ✓  
☐ Do not send email notification of backup completion.

**Generate Backup**

Go Back

Home Trademarks Help Documentation Logout

The next screen confirms that your backup is in progress:



When you get the email that the backup is complete, you will see the file in your file manager. I always download a copy to my own server so that I have a copy.

The screenshot shows a web hosting control panel dashboard with a red border. The dashboard is divided into several sections:

- Learn More:** A blue button with a right-pointing arrow.
- Weebly Website Builder:** A section with a Weebly logo and the text "Get your website online in minutes! Click here to create your website!".
- VoIP Services by VOIPo:** A section with two options: "Unlimited Home Phone Service \$99/Year" and "Toll-Free Numbers 4.9 Cents Per Minute".
- Make Money with Us:** A section with two options: "Make Money by Referring US" and "Employee Referral Program".
- Website Traffic:** A section with a dropdown menu showing "michaelleejoshua.com" and a table of traffic statistics.
- Mail:** A section with various email-related services: Email Accounts, Webmail, BoxTrapper, SpamAssassin, Forwarders, Auto Responders, Default Address, Mailing Lists, Account Level Filtering, User Level Filtering, Email Trace, Import Addresses/Forwarders, Email Authentication, and MX Entry.
- Files:** A section with various file management services: Backups, Backup Wizard, File Manager (highlighted with a red box), Legacy File Manager, Disk Space Usage, Web Disk, FTP Accounts, FTP Session Control, and Anonymous FTP.
- Logs:** A section with various log services: Latest Visitors, Bandwidth, Webalizer, Webalizer FTP, Raw Access Logs, Error Log, Choose Log Programs, Awstats, and Google Analytics Integration.
- Security:** A section with various security services: Password Protect Directories, IP Deny Manager, HotLink Protection, and GnuPG Keys.

Website Traffic	
Last updated: Jul 13 11:35 CDT	
Yesterday's traffic	18 Visits
Traffic this month	160 Visits
Traffic last month	571 Visits

## Conclusion

As you have learned, building a website using Wordpress isn't as hard as you thought.

I tried to bring more essential information to you than I have seen in other Wordpress Guides. Many other handbooks don't show you excellent Plugins and Widgets that improve your site and will help keep visitors on your site for a longer time.

I will update the website at [EasyWordpressTutorialForBeginners.com](http://EasyWordpressTutorialForBeginners.com) from time to time with additional Tips and Tricks to enhance your online presence. (As promised in the book, I will post some directions for using Outlook to download your emails soon.) Please stop by the website and send me an email if you have suggestion for future posts. I am available and I do answer my emails!

Thank you for buying and reading this guide.

If you found this Wordpress Handbook helpful, please return to [Amazon.com](http://Amazon.com) and leave me some feedback in the form of a review.

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