

Course Outline | WordPress Introduction

1 day(s)

Objectives

Understand the route that your business will need to take to maximise potential from WordPress Understand where changes and implementations may be needed and how to plan for WordPress use.

Prerequisites

To have a basic computing knowledge. Personal or business access to WordPress will be beneficial. Access to administer company page (if existing) may also be beneficial.

Course Outline

Introduction to WordPress

- What is WordPress?
- WordPress.com
- Registering on WordPress
- Reader
- Browsing by and understanding Topics
- Friends
- Subscriptions and importing from Google Reader
- Recommended Blogs
- Blogs I Follow
- Freshly Pressed
- My Activity
- Mobile

Email Delivery

- Delivery Settings
- Jabber Delivery
- Email format
- Delivery window
- Bacn

WordPress.org

- Finding a Web Host
- Downloading & Installing WordPress
- Showcase

CMS & The Dashboard

- Admin
- Dashboard Home
- Help
- Stats
- My Blogs
- Blogs I follow
- Making Greater use of the Toolbar

Premium

- Store
- Premium Themes
- Domains
- Upgrades

Posts

Course Outline | WordPress Introduction

- Overview
- Adding New Posts
- Categories
- Tags
- Copying Posts
- Media Library
- Links

Pages

- Adding Pages
- Copying Pages
- Understanding the difference between Pages and Posts

Comments & Feedbacks

- Understanding the difference between Comments & Feedbacks

Appearance

- Themes
- Customisation
- Widgets
- Menus
- Header
- Background
- Mobile

Users

- User Levels
- Administrating Users
- My Profile
- Personal Settings

Tools

- Press This
- Categories and Tags Converter
- Post by Email
- Website Verification
- Import/Export
- Deleting a Site

Settings

- General
- Writing
- Reading
- Discussion
- Media
- Sharing
- Polls
- Ratings
- Email Post Changes
- OpenID
- Webhooks