

WordPress Training Course Outline

Module 1: Open Source Software

- Introduction
- Different Terminology
- Platforms for Open Source Software
- Conclusion

Module 2: Creating a WordPress Website

- Creating a Database
- Creating a Website Folder
- Copying the WordPress Files and Folders
- Configuring WordPress

Module 3: Dashboard Login

- Starting WampServer
- Opening the Localhost Page
- Opening the Website
- Logging in to the Website

Module 4: The WordPress Interface

- The Notion of the Dashboard
- Opening a New Tab For Your Website
- The Screen Options
- Expanding or Collapsing the Boxes
- Collapsing the Menu

Module 5: Changing WordPress Settings

- Accessing General Settings
- Changing the Site Title and Tagline
- Changing the E-mail Address
- Changing the Timezone

Module 6: About Plugins

- What is a Plugin?
- Where to Find Plugins
- Downloading a Plugin
- Installing a Plugin
- Updating a Plugin
- Deleting a Plugin

Module 7: The Page Screen

- Switching Between the Visual and Text Editors
- Toggling the Toolbar
- Adding Buttons to the Editor Toolbar

Module 8: Creating Web Pages

- Viewing All the Pages
- Adding Pages
- Creating Parent Pages
- Inserting Images

Module 9: Creating Posts

- Creating Categories
- Creating Posts
- Adding Featured Image

Module 10: Creating a Menu

- Creating a New Menu
- Adding Pages to the Menu
- Re-Arranging Menu Items
- Setting the Menu Location
- Removing a Menu Item
- Setting the Home Page

Module 11: Inserting Hyperlinks

- Inserting a Hyperlink to Download a File
- Inserting a Hyperlink to an External Website
- Inserting a Hyperlink to an Internal Page
- Inserting an E-mail Address
- Removing a Hyperlink

Module 12: About Shortcodes

- What is a Shortcode?
- How to Use a Shortcode
- Shortcode Example

Module 13: Adding a Photo Gallery

- Installing a Plugin
- Creating the Photo Gallery
- Adding Shortcode to a Page
- Adding Page to the Menu

Module 14: Creating a Contact Form

- Installing a Plugin
- Adding a Shortcode to a Page
- Changing the E-mail Address

Module 15: About Widgets and Sidebars

- What is a Widget?
- What is a Sidebar?
- Adding/Removing Widgets
- Adding Text Widget
- Adding an Image Widget
- Adding a Post Widget

Module 16: WordPress Themes

- What is a Theme?
- Viewing Themes
- Changing the Theme
- Where to Find Free Themes
- Installing a Downloaded Theme

Module 17: Adding a Slideshow

- Uploading Images for Slideshow
- Using the Theme's Built-in Slideshow Feature
- Installing a Slideshow Plugin
- Creating a Slideshow
- Adding the Slideshow to a Page
- Adding a Slideshow to a Sidebar

Module 18: Adding Social Media Buttons

- Using a Plugin to Add Social Media Buttons
- Adding Social Media Buttons to a Widget
- Using the Theme's Option to Add Social Media Button

Module 19: Styling the Home Page

- Changing the Logo & Favicon
- Changing Home Page Content Area

Module 20: Inserting A Google Map

- Opening Google Maps
- Copying the Code
- Changing the Editor
- Pasting the Code

Module 21: Newsletter Signup

- Installing a Plugin
- Configuring the Plugin
- Adding Shortcodes

Module 22: WordPress Web Security

- Installing & Activating the Plugin
- Scanning Your Website for Vulnerabilities
- Using Strong Passwords
- Changing the Admin User
- Keeping WordPress & Plugins & Themes up to Date
- Avoiding Free Themes

Module 23: Redirecting Pages

- Installing a Plugin
- Configuring the Plugin
- Adding a Redirect

Module 24: Backing Up the Website

- Installing a Plugin
- Creating a Backup
- Locating the Backup
- Downloading the Backup
- Changing the Backup Location

Appendix A: Making the Website Live

- Uploading Files
- Creating a Database, User and Password
- Restoring the Backup

Appendix B: WordPress Overview

- What is WordPress?
- The Difference Between wordpress.org and wordpress.com
- Features of WordPress

Appendix C: Registering and Hosting a Website

- Introduction
- Creating an Account
- Option 1: Web Hosting Only
- Option 2: Registering a Domain & Web Hosting
- Option 3: Transferring a Domain & Web Hosting