



WordPress Essentials | Course Overview

COURSE DESCRIPTION

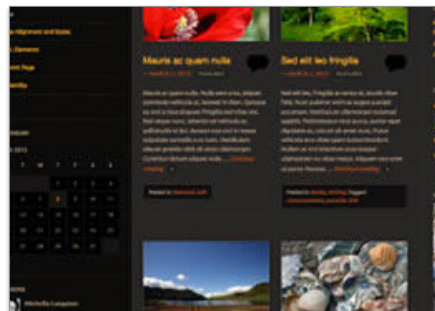
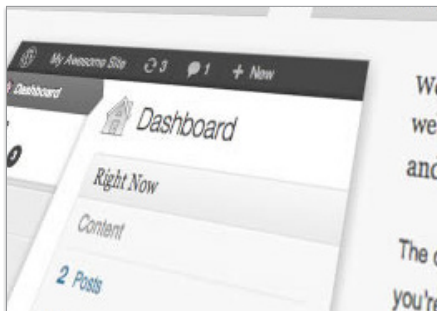
This one-day, hands-on WordPress course is designed to get you up and running quickly, providing you with a solid foundation in the methods used to plan, build, maintain and customise a WordPress website. Learn best practice workflows as well as plenty of tips, so you can start working on your own site with confidence.

Our certified trainers work in industry on real WordPress projects and can share with you, current industry trends, recommendations and examples.

The topics explored in training are carefully selected to provide you with the skills and knowledge key to managing any WordPress website. They can be directly applied to your own site on completion of the course.

Learn how to plan a website, configure WordPress, create pages and posts, insert images, upload and link to PDFs, extend WordPress with plugins, install mobile-friendly themes, customise design elements, explore methods for keeping your site secure and choose web hosting.

Should you wish to work specifically on your own website, it is recommended you book a private training session. Similarly, if you have a WordPress site that uses a complex theme, private training may be a better option. Please contact us for further information.



~~\$540~~ 486 (+GST)

1 DAY | 9-4:30PM

Please visit our website for enquiries and bookings:


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desktop training

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- Free after-course support*

*Conditions apply

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Course Outline

INTRODUCTION TO WORDPRESS

- What is a CMS?
- Background & Capabilities
- WordPress Powered Site Examples
- Common WordPress Terminology

TOUR OF WORDPRESS ADMIN

- Switching between Admin & Live View
- Exploring Faster Workflows
- Using the Dashboard
- Navigating WordPress Tools

SITE PLANNING & CONFIGURATION

- Planning a New Website
- Configuring WordPress
- Apply Home Page Settings
- Apply Regional Settings
- Define Search Friendly Permalinks

CONTENT: CREATE PAGES & POSTS

- Pages vs Posts
- Create & Edit Pages & Posts
- Use the Block Editor
- Use the Classic Editor (On Request)
- Create a Page Using a Page Builder
- Apply Document & Block Settings
- Work with Page & Post Indexes
- Create Post Categories & Tags

CONTENT: IMAGES & MEDIA

- Upload & Insert Images
- Image Optimisation: Size & File Types
- Apply Image Settings & Accessibility
- Set Post Featured Images
- Insert a YouTube Video
- Work with the Media Library

CONTENT: LINKING

- Create Links to Pages & Posts
- Upload & Link to PDFs
- Link to Other Websites
- Create Image Links

MANAGING USER ACCOUNTS

- Managing your User Account
- WordPress User Permissions
- Create a New User Account
- Remove the Default Admin User

SITE SECURITY

- Manage WordPress & Plugin Updates
- Creating Secure Passwords
- Creating Website Backups
- Recommended Security Plugins
- Hide the WordPress Login Screen

MANAGING COMMENTS

- Customise WordPress Comment Settings
- Comment Spam Management
- Moderating Comments
- Disabling Comment Functionality

CHOOSING & INSTALLING THEMES

- Choosing Suitable Themes
- Sourcing Free & Premium Themes
- Installing & Uploading Themes
- Designed Themes vs Page Builders
- Using Child Themes

CHANGING SITE APPEARANCE

- Creating and Editing Menus
- Using the Customizer to Edit Themes
- Link to Social Media Profiles
- Working with Widgets & Sidebars

INTRODUCTION TO PLUGINS

- Plugin Best Practices
- Choosing Plugins
- Installing & Configuring Plugins
- Configuring Plugin Settings
- Recommended Plugins

NEXT STEPS

- Finding Help Online
- Recommended Hosting Providers
- Post training Tips, Tricks & Resources

Please visit our website for enquiries and bookings:

www.cd.com.au