

Just the FAQs – WordPress.org Reference Manual Look Inside

This is a PDF. Use your browser's Back button to return to the JTF site.

Table of Contents

Index by Page Title	7
Blog Basics	9
What is a Blog?	9
Why Do I Need a Blog?	9
About WordPress.org	10
Acquiring a WordPress.org Site	10
Host Providers	10
Domain Names	11
Themes and Templates	11
Installing a New Theme	12
Logging In	13
Log In	13
Log In Method 1	13
Log In Method 2	13
After Log In	13
Upgrades	13
First Steps	14
Update Your Profile	14
Activate Your Theme	15
Activate Plugins	15
Dashboard	16
Top Bar Navigation	16
Modules	17

Links to chapters
and sub-sections

Click [here](#) for a full Table of Contents



Index by Page Title

Click the image to visit
the page of interest.

Posts

-  [Edit Posts](#)
-  [Edit Post](#)
-  [Add New Post](#)
-  [Tags](#)
-  [Edit Tag](#)
-  [Categories](#)
-  [Edit Category](#)


Media

-  [Media Library](#)
-  [Upload New Media](#)



Appearance

-  [Manage Themes](#)
-  [Widgets](#)
-  [Edit Themes](#)
-  [Install Themes](#)
- [Customize Header](#)

Plugins

-  [Manage Plugins](#)
-  [Install Plugins](#)

Users

-  [Users](#)
-  [Add New User](#)

Links to pages
by image

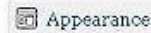
Continued next page

Links Table 3



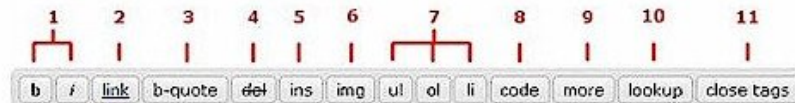
Colorful headers help you identify sections easily

Appearance



Clicking the **Appearance** link results in two actions. First, you are redirected to the **Manage Themes** page. Second, a drop-down menu box expands and the Appearance link becomes a title bar. If you don't want to go to the Manage Themes page, simply **hover** your cursor over the Appearance link. A down arrow will appear to the right. Click the arrow to expand the menu, which contains the following **sublinks**: **Themes**, **Widgets**, **Editor**, **Add New Themes**, and **Custom Header**. We'll cover each **sublink** in detail here.

HTML View Mode



1 - Text Formatter

Control the appearance of selected (highlighted) text. The two icons are: **Bold** and **Italics**.

2 - Link

Clicking the icon displays a dialogue box where you can input a URL.

3 - B-Quote

Creates an indented **Blockquote** for selected (highlighted) text.

4 - Del

Deletes selected (highlighted) text. When you click this icon, you will see a time/date stamp appear in the code of when the action was taken.

Screen shots and detailed explanation of all elements



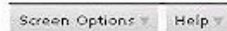
In the top right is the **New Page** button, which is a quick way to return to the **Add New Page** page where you can create a new page for your blog.

When you click the **down arrow** to the right of the button, a drop-down menu appears with the following links:

- **New Post** - Redirects you to the **Add New Post** page where you can create a new post for your site.
- **Drafts** - Redirects you to the **Edit Posts** page where you have saved your post drafts and allows you to view and/or edit them.
- **Upload** - Redirects you to the **Upload New Media** page where you can upload files such as pictures or text documents.
- **Comments** - Redirects you to the **Edit Comments** page where you can view, edit, or delete comments left on your blog.

Colored words to keep your place

Multiple screen shots



In the top right you will find the **Screen Options** and **Help** tabs. Clicking either expands or collapses a box with more links. The **Screen Options** box has links to control what displays on the page and includes checkboxes for **Publish**, **Attributes**, **Discussion**, and **Page Slug**. It also contains an option for you to select how many columns to view on the page. (The page slug is the part of the URL between the last two forward slashes.)

About

The first input box contains the **page title**. In this example, it contains the default page WordPress has already created for you, which is **About**.