

WORDPRESS VISUAL GUIDE

A CHEAT SHEET TO EDIT YOUR SITE

Login to WordPress

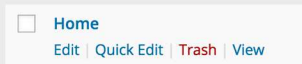
Go to your homepage and add: /wp-admin

`http://yourwebsiteurl.com/wp-admin|`

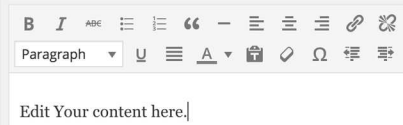
Edit Page Content

1. After logging in, click "Pages" 

2. Click the page you want to edit



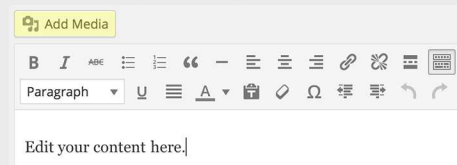
3. Edit the content in the main text area



4. Click the "Update" button to go live 

Add Media (Image) to Page

1. In the main text area, place your cursor where you want to add your image.



2. Click "Add Media" located above the text area

3. Click "Upload Files", then "Select Files". Choose your image file on your computer the same way you would add an email attachment

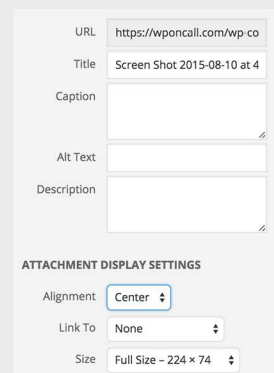
Insert Media

then



4. Give your image a title, choose image alignment, link to "None", keep the size at full

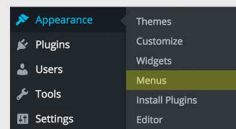


5. Click "Insert into page"

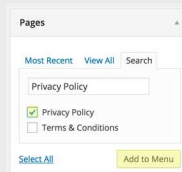


Edit Navigation

1. Hover over "Appearance" then click "Menus"



2. Under "Pages" find the page you want to add and check its box



3. Click "Add to Menu"

4. Drag and drop your new menu item to desired position, then click "Save Menu"

