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Lesson 3: WordPress Settings

INTRODUCTION

This lesson covers the process of changing the settings in your account on **WordPress.com**.

You will be introduced to a series of WordPress training videos. The first of these training videos you will view were developed by Robert Wimer and are hosted on his YouTube.com channel: [WordPress for Beginners](#). You will be viewing many of the videos in this lesson and following lessons.

At first what you learn may be a little confusing. The first video begins by demonstrating how you would set up an independently hosted blog/website, including the process of downloading and installing the free software from WordPress.org. However, just sit back, relax, and watch how this is done. It will only take a few minutes and will then give you valuable information on the process of setting up your own WordPress account using the free resources of WordPress.com. WordPress.com can seem like a “black box” since it does all of the work of hosting for you. Hopefully these few minutes will show you a little of what goes on behind WordPress.com and will be a preview of what you will perform in your last Lessons.

Later, when you transition to the lessons focusing on installing the WordPress.org software you will review many of these training videos again. Most are not very long and are well worth the time invested.

Watch all assigned videos two (2) times unless otherwise instructed.

The first time you watch a video: try not to be concerned about the specific details.

- You want to first gain an overview of the content.
- It is much easier to complete something if you first know where you are going!

The second time you watch a video: carefully study the content and take comprehensive notes. You will turn in a copy of your notes as part of your assignments, but the main reason is to help you listen and better retain what you have learned.

Think of the video as a classroom lecture, only better because you have the opportunity to see and hear the content as often as necessary. It is also recommended that you allow a little time before watching the video the second time (e.g., a couple of hours, the next day), this will improve your concentration and will also give you an opportunity to consider questions to answer during your second viewing.

However, two viewings may not be sufficient. You may watch a particular video once and derive a thorough understanding of the skills and objectives covered. However, you are the only one who can gauge your level of understanding of the content you viewed.



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When you are done with a video ask yourself these questions:

- Did I understand the material in such a way that I could explain it to someone else?
- Could I perform the tasks demonstrated in the video?

If you cannot answer “yes” to both questions it is recommended you view the video again. You may still have some questions unanswered until you actually perform the tasks shown. Studying these training videos will also help you become more familiar with the WordPress community. And there are many other quality training and tutorial resources available to you on the web.

As you continue to expand your use and knowledge of WordPress beyond this class you will want and need to avail yourself of the experience of others in the WordPress community.

LESSON OBJECTIVES

By the end of this lesson, you will be able to:

- Explain the differences between WordPress.com and WordPress.org.
- Explain what the Dashboard allows you to manage.
- Demonstrate how to use the Dashboard to:
 - change settings
 - create new pages
 - edit existing pages
- Create a post in your blog.

LEARNING SEQUENCE

Required Reading	Read the following: Lesson 3: WordPress Settings <ul style="list-style-type: none">• Get the Most from WordPress.com• Support: WordPress.com and WordPress.org• Support: Dashboard• Support: Admin Bar
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Resources	<p>Watch the following:</p> <ul style="list-style-type: none"> • WordPress Tutorial For Beginners Part 1 - Intro and Goals (7:11) • WordPress Tutorial For Beginners Part 2 - The Dashboard (16:00) • WordPress Tutorial For Beginners Part 3 - General Settings (9:56) • WordPress Tutorial For Beginners Part 4 - General Settings part 2 (23:52) • Welcome to WordPress.com Video (2:04) *Located within Using a Dashboard Tutorial • WordPress.com Dashboard Introduction (1:58) *Located within Using a Dashboard Tutorial
Assignments	<p>Complete the following:</p> <ul style="list-style-type: none"> • Assignment 3a: WordPress.com versus WordPress.org • Assignment 3b: Watch the WordPress Tutorial for Beginners videos • Assignment 3c: Using the Dashboard

INSTRUCTION

In the last lesson you created two WordPress.com accounts. In general you only need a single WordPress.com account unless you are trying to separate or differentiate blogs/websites.

- One reason for creating two different accounts was to reinforce what you had just learned. You may want to create a new account in the future and this will help prepare you for that.
- The second reason you created two WordPress.com accounts is that you will be using both of them in this course. You will be using the **first WordPress.com account** you created for working through our tutorials. This will give you an environment to practice. You will be using the **second WordPress.com account** you created for assignment projects.

You can perform both functions in a single WordPress.com account by creating two separate blogs. However, this will give you more simplicity and control over your tutorial and your project, without wondering if an action you have taken will affect both blogs.

This lesson will require that you work through each of the assignments: **WordPress.com** versus **WordPress.org**, **WordPress** Tutorial for Beginners, and Using the Dashboard.

Assignment 3a: WordPress.com versus WordPress.org

Before you return to your **WordPress.com** account and your **My Custom Cheese Shop** blog, take a look at the differences between **WordPress.com** and **WordPress.org**.



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Carefully read the following page and identify six (6) differences between them:

[Support: WordPress.com and WordPress.org](#)



Figure 1 Screenshot of the [Support: WordPress.com and WordPress.org](#) webpage.



Turn in: Write a 1-to 2-page report that contrasts the differences between WordPress.com and WordPress.org. For each difference explain in your own words the practical implications of the difference for someone considering creating a blog/website using that specific resource.

Assignment 3b: WordPress Tutorial for Beginners

Watch the following videos that will take you from how to get started with WordPress to configuring your settings. Watch each video twice.

First viewing:

Watch each video and focus on getting a general overview of the material presented. At this point do not be too concerned about what buttons are being pushed, concentrate on the objectives.



[WordPress Tutorial For Beginners Part 1 - Intro and Goals](#)
(7:11)

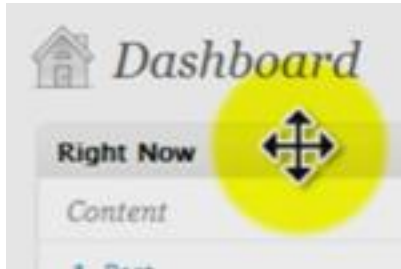


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[WordPress Tutorial For Beginners Part 2 - The Dashboard](#)
(16:00)



[WordPress Tutorial For Beginners Part 3 - General Settings](#)
(9:56)



[WordPress Tutorial For Beginners Part 4 - General Settings Part 2](#) (23:52)

Second viewing:

Watch each video a second time. During this second viewing you will focus on specific details. You now want to carefully examine the process that is followed to achieve the objectives presented in that video. Take your time, pause the video often to take notes on what you are learning. For each video you will need to take 1-to 2-pages of notes.



Turn in: For this assignment you will turn in a copy of your notes for each of the videos.

Assignment 3c: Using the Dashboard

Now you will go hands-on into WordPress and begin to apply some of what you have learned. A resource guide has been created to step you through the process of using a dashboard. Review the following tutorial and work through the steps needed to complete Assignment 3c Using the Dashboard.



Using the Dashboard Tutorial



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Turn in: Email your instructor the name of this assignment and the complete blog address for this blog: Assignment 3c – blog address.

PRACTICE

1. Explain the concepts and procedures learned in *WordPress Tutorial For Beginners Part 1 - Intro and Goals*.
2. List and explain the concepts and procedures learned in *WordPress Tutorial For Beginners Part 2 - The Dashboard*.
3. Outline and discuss the concepts and procedures learned in *WordPress Tutorial For Beginners Part 3 - General Settings*.
4. Explain the differences between **WordPress.com** and **WordPress.org**.

SUMMARY

So what should you take away from this lesson?

- The differences between WordPress.com and WordPress.org.
- What the Dashboard allows you to manage.
- How to create your first blog post.
- How to use the Dashboard to make settings changes, including colors, backgrounds, add new pages, and page updates.

ASSIGNMENTS

Note: Assignment details are located within the lesson.

1. Assignment 3a: WordPress.com versus WordPress.org
2. Assignment 3b: Watch the *WordPress Tutorial for Beginners* videos
3. Assignment 3c: Using the Dashboard



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