MIS3535: WordPress instructions

The instructions below detail how to set up a basic site with a theme on WordPress through the MIS community site. The MIS server allows you to create a free WordPress account.

- 1. Naviagte to the community site here: <u>https://project.mis.temple.edu/</u>
- 2. Click "Log In" in the top left and use your TU credentials



3. Click on "My Sites"



4. Click on "Add New" to start creating your site.

🚵 My Sites 🛛 📸 MIS P	roject			Hello, tu	un62963 厉
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	Save Changes				
			© Temple Community Platform, Patent Pending.		
https://project.mis.temple.e	du/wp-admin/index.php				

5. Here you will enter all the basic information including the URL directing traffic to the site (could be a company name), the Site Title (also company name), and privacy settings. Finally hit "Create Site" at the bottom.

Create a Site	MANAGEMENT INFORMATION SYSTEMS		
By filling out the form below, you can add a site to your account . There is no limit to the number of sites that you can have, so create to your heart's content, but Site responsibly! If you're not going to use a great domain, leave it for a new user. Now have at it! Site Name:	Fox School of Business Temple University 210 Speakman Hall 1810 N. 13th Street Philadelphia, PA 19122		
projectifiistempleteduz			
Site Title:			
This is a Sample Site			
Privacy: I would like my site to appear in search engines, and in public listings around this			
network Vos			
O No			
Privacy:			
○ Search Engine Blocked			
\odot Visitors must have a login - anyone that is a registered user of MIS Project Sites can gain			
access.			
Only registered users of this sites can have access - anyone found under Users > All Users can have access.			
○ Only administrators can visit - good for testing purposes before making it live.			
O Anyone that visits must first provide this password:			
Note: Anyone that is a registered user of this site won't need this password.			
CREATE SITE			

6. You should see a pop up saying "Congratulations on creating your site." Navigate back to "My Sites" in the top left. Click on Dashboard for your created site.

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Dashboard	My Sites Add New		
Home My Sites	Primary Site	https://project.mis.temple.edu	~
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 Profile Collapse menu 	MIS Project Visit Dashboard	On the Spot Visit Dashboard	This is a Sample Site
	Save Changes		@ Tancia Computity
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https://project.mis.templ	e.edu/mis3535demo/wp-admin/		

7. On the side menu hover over Appearance and Select "Themes"

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② Dashboard	Dashboard		Screen Options V Help V					
Home My Sites ★ Posts	Welcome to WordPress! We've assembled some links to get you started:		© Dismiss					
 9 Media 9 Links Pages Comments 	Get Started Customize Your Site or, <u>change your theme completely</u>	Next Steps Write your first Site post Add an About page Set up your homepage Universite	More Actions Manage widgets Manage menus Urn comments on or off factors about detring started					
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Beehive Pro Collapse menu Collapse.menu	Activity ~ * Recently Published Today, 5:17 pm Hello world! Today, 5:17 pm Hello world! Hello world! Recent Comments From A WordPress Commenter on Hello world! Hello world! e.edu/mis3535demc/wp-admin/themes.php arted with moderating, Hello world!	Save Draft WordPress Events and News Attend an upcoming event near you.	L					

8. Here you can select one of nine themes for your site. From there you can customize the colors and layout of the site.



9. Here are some tutorials to help guide you through WordPress:

- a. <u>https://www.linkedin.com/learning/wordpress-5-essential-training/wordpress-an-introduction?autoplay=true&u=2206009</u>
- b. <u>https://www.linkedin.com/learning/learning-genesis-for-wordpress-2/getting-started-with-genesis?autoplay=true&u=2206009</u>
- c. Note: The MIS site has a few preapproved WordPress plugins. Additional plugins may need professor and department preapproval.