



Wordpress Training Syllabus

Login
Dashboard
Toolbar
Posts versus Pages
Adding your Site Content
Adding a New Page and New Post
Adding Content with the Visual Editor
Switching to the Text Editor
Changing your Post Format
Reviewing Past Revisions
Insert, Edit or Delete an Image
Setting a Featured Image
Insert, Edit or Delete an Image Gallery
Inserting Video, Audio or Other File Type
Embedding a Video, Image or Other Content
Adding, Editing and Inserting HTML Links
Editing and Deleting Existing Content
Fullscreen Editing
Saving and Publishing Content
Adding Categories within your Post
Adding Tags within your Post
Media Library
Editing the File Properties
Editing an Image
Deleting a File from the Media Library
Comments
Edit
Unapproving and Approving Comments
Marking Comments as Spam and Trash
Appearance
Themes
Customizing your Site
Widgets
Menus
Header
Background
Editor
Plugins
Users
Editing your Profile
Tools
Categories and Tags Converter
Import and Export
Settings
Keeping your Site Updated

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