



Instructor – David Partis



**WebsiteOptimisers**  
MAKING WEBSITES WORK

Revision 17 – March 2022

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### **Course Introduction**

The course focuses on the background to WordPress and how to edit and manage the WordPress dashboard.

We cover Themes, Plug-ins and Widgets and work with a Page Builder that makes it easy to edit blocks of content.

### **Course Objectives & Target Audience**

On completion of this course, students should have an understanding of the following:

- Learn all about Themes, Widgets and where to find them.
- Learn about Posts and Pages and how to add/delete pages, add/delete content and images.
- Setup the example Lucinda Holiday Rentals website as a class exercise with the required pages and build the content in to the website.

The course is designed to appeal to people who are contemplating starting a website of their own but are unsure how to go about it.

### **Prerequisites**

A basic understanding of computers, in general Microsoft applications is required.

The use and navigation of menus and toolbars and knowledge of web browsers and navigation is required.

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## Day One

### **Module 1 – Getting Started**

In this module we cover the basic layout of the course, the computer logins to the class computers.

We also cover the Chrome browser and how to set up tabs for the course and a list of useful Chrome extensions that are available.

### **Module 2 – Basic Settings in WordPress**

In this module we configure the main settings in WordPress for date and time zone and permalinks.

### **Module 3 – Managing Themes, Plug-ins and Widgets**

We cover the basics of the Avada Premium theme and why we have chosen this one for our website.

We install the theme and install the most important plug-ins and discuss widgets.

### **Module 4 – Building the Lucinda Holiday Rentals WordPress Template**

We now go on to build the Lucinda Holiday Rentals template with the header, footer and general elements that are in the Avada theme that we need to reproduce our website to look like the original.

## Day Two

### **Module 5 – Building the Content Pages for Lucinda Holiday Rentals Website**

We now focus on building all of our required pages, adding in of content from a Word Document.

We configure the home page and the general content pages and a contact form if we get time.

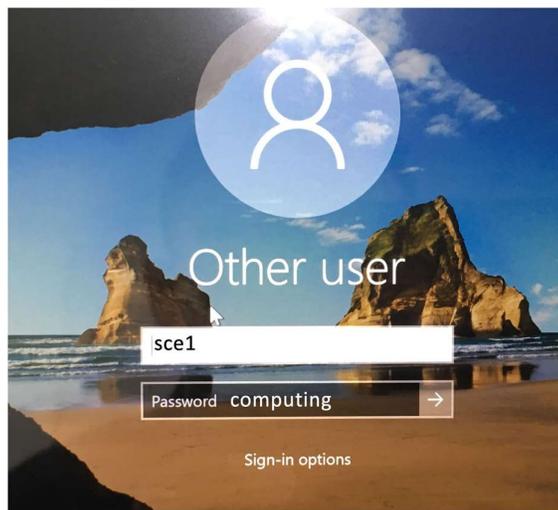
## Module 1 – Getting Started

In the classroom you will have a computer in front of you. If the computer is logged out you will get a similar screen below with a login window.

### Computer Logins

Login to your Windows as your allocated student number. Your tutor will assign you a number and your login on windows will correspond to your course website login.

For example if your windows login is **sce1** your student login will be [www.learn1.wpbootcamp.co.nz](http://www.learn1.wpbootcamp.co.nz)



The course windows logins are as follows:

Username: **sce1 – sce 20**

Password: **computing**

The Course users the Chrome Browser for many reasons, relating to ease of use and the fact that it was written by Google and follows closely to the worldwide browser specification which some browsers don't.

There are a number of extensions for Chrome that are really good for web developers.

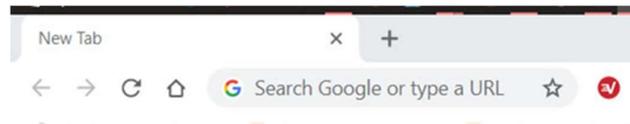
### Chrome Browser

We use the chrome browser so find this on your desktop or Windows menu and click on it to load Chrome.

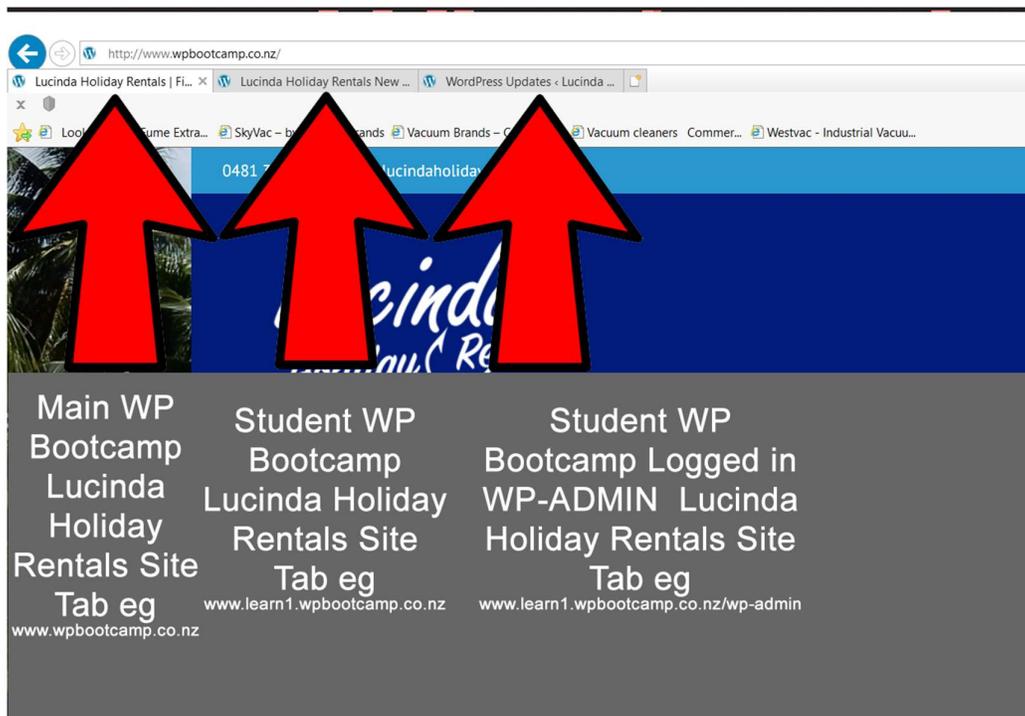


## Course Browser Tabs

Once Chrome is loaded we need to start up 3 tabs on the browser.



A tab on the browser is show below, this is the empty Chrome when we first start it up. We need 3 tabs open for our course.



1. First tab – [www.wpbootcamp.co.nz](http://www.wpbootcamp.co.nz)
2. Second tab – your student version [www.learn1.wpbootcamp.co.nz](http://www.learn1.wpbootcamp.co.nz). I call this the **View** tab during the course
3. Third tab – your student version logged in at the WordPress Dashboard. I call this the **Edit** tab during the course. [www.learn1.wpbootcamp.co.nz/wp-admin](http://www.learn1.wpbootcamp.co.nz/wp-admin)

Substitute your learn number in the highlighted area above.

This is important so we have all other tabs closed in our browser and we can see the changes we make first hand using the **View** and **Edit** tabs.

In my experience many mistakes have been made with multiple browser windows open at once.

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### Course Student Logins

We will assign you a Windows Login number and a Student WP Bootcamp login number for the course.

Login to your WordPress site by entering the url in the top address bar of the browser as below with **/wp-admin** after it as below:

[www.learn1.wpbootcamp.co.nz/wp-admin](http://www.learn1.wpbootcamp.co.nz/wp-admin)

Enter your **username** and **password** and log in.

Username: **learn**

Password: Tutor will write this up on the board

## Module 2 - Basic Settings in WordPress

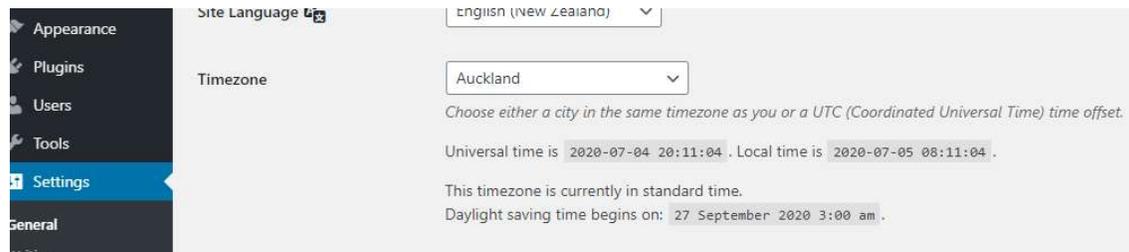
We now need to make some basic setting changes to the default version of WordPress to make our website operate correctly.

The settings we need to change are:

- Set date and time zone correctly (this is especially important for eCommerce websites and Blogs as posts are put up at a certain time or day and purchases are made through eCommerce sites etc)
- Set the correct permalink layout so our pages look correct for both users and SEO purposes

### Change to Auckland Timezone

#### Settings>General



Change your **Timezone** to Auckland so that you set the correct time across the website.

### Change Permalinks Setting

#### Settings>Permalinks

Permalinks are the permanent URLs to your individual weblog posts, as well as categories and other lists of weblog postings.

A permalink is what another weblogger will use to link to your article (or section), or how you might send a link to your story in an e-mail message.

The URL to each post should be permanent, and never change — hence permalink.

[http://codex.wordpress.org/Using\\_Permalinks](http://codex.wordpress.org/Using_Permalinks)

We need to set our Permalinks so that our page names look correct.

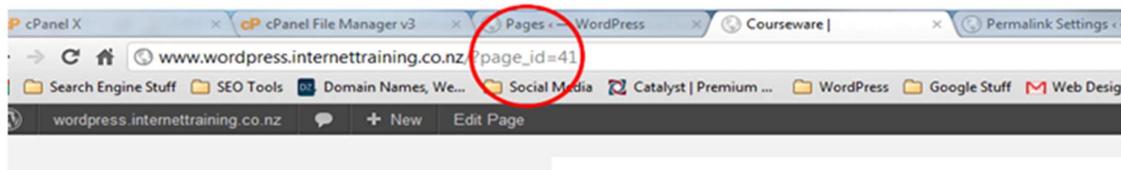


I use the **Post Name** structure in the screenshot below.

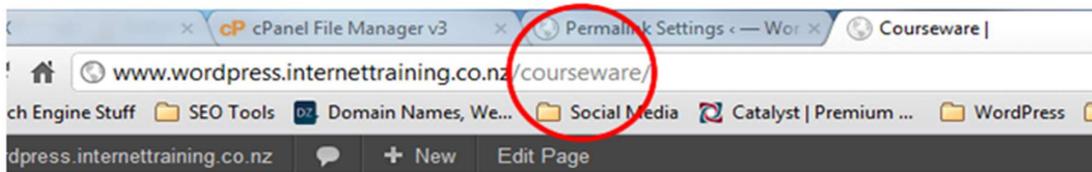


Select **Save Changes**

Before changing Permalink Settings



After Changing Permalink Settings



## Module 3 – Managing Themes, Plug-ins and Widgets

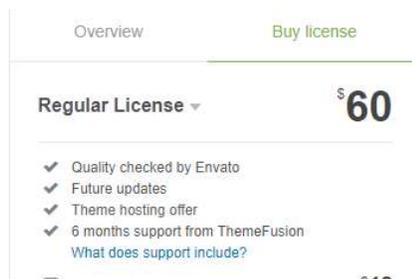
### WordPress Themes

For our class exercise for Lucinda Holiday Rentals we are going to use a premium responsive WordPress theme called **Avada** which we have found to work quite well for this type of website.

A theme is a particular design layout that you can download and install in to your WordPress website. Some are free and some have a premium price to purchase the theme.

### Avada Premium Theme

We use **Avada** in this class exercise and the cost is US\$60, one time fee.



Lets **Google** *Avada Theme*



avada.theme-fusion.com ▾ traffic (us): 5000/mo - keywords: 337

**Avada Website Builder For WordPress & WooCommerce** ✓

Jun 8, 2020 - Get your copy of the **Avada** Website Builder, the industry standard for WordPress & WooCommerce, and #1 ... #1 Selling **Theme** of All Time.  
You've visited this page many times. Last visit: 4/07/20

**Avada Demos** ✓

Professionally Designed For You.  
All Avada demos are ...

**Theme Features** ✓

Avada Full Features List. It is that simple, no coding knowledge ...

**Avada - ThemeFusion** ✓

Avada has been the #1 selling theme for over 7 years, making ...

[More results from theme-fusion.com »](#)

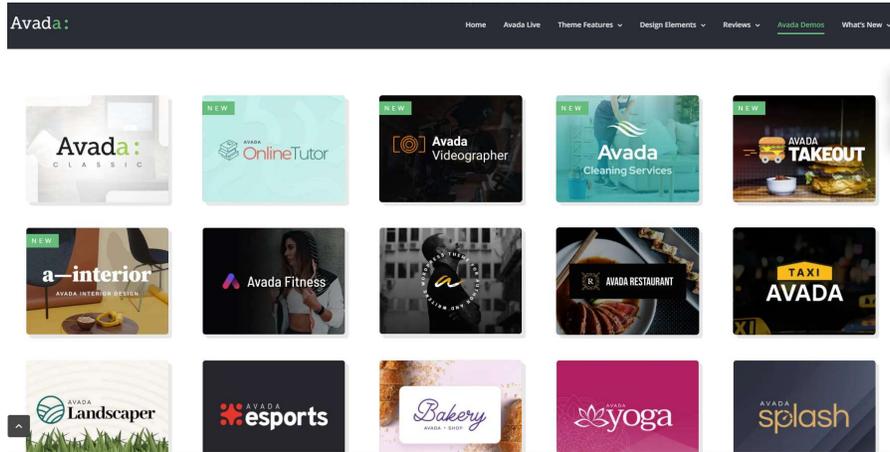
**Avada Live** ✓

Avada Live Is The Future. With almost unlimited possibilities, ...

## Avada Demos

Avada comes with a range of demos that you can install in to your site so all the pages are pretty much created for you.

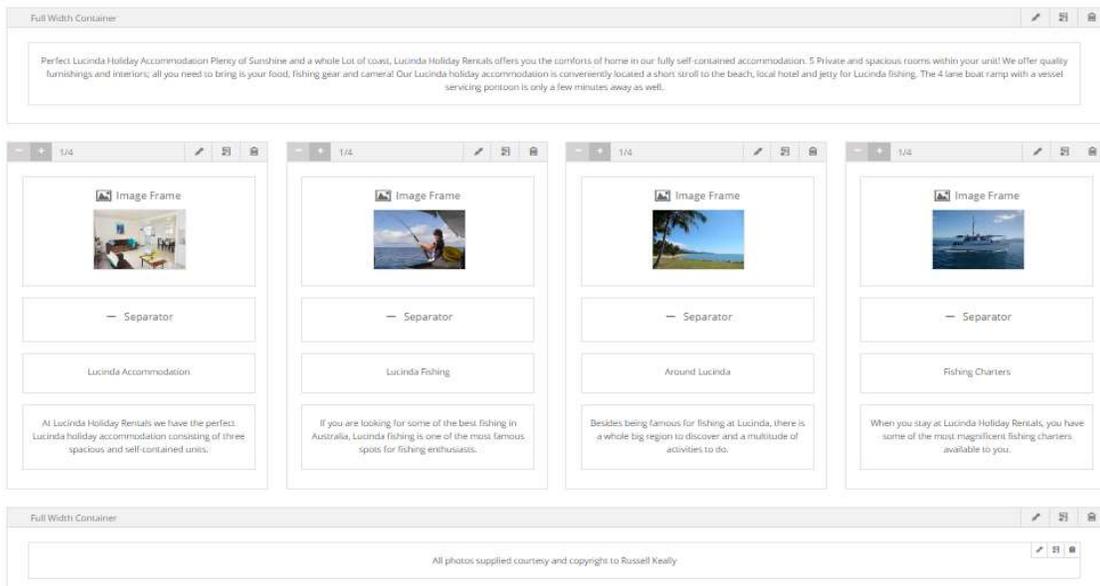
<https://demo.theme-fusion.com/>



I have built over 60 sites using Avada and two other colleague web developers use Avada as well. The theme has good support and is updated regularly.

The theme has an excellent **Page Builder** which makes it easy to create modules within pages and select pre customised page templates.

Blocks are configured as containers with an outer container generally Full Width and then inside the Full Width container individual blocks of relevant sizes, the below example shows 1/4 size blocks where the home page images, separator, title and text are placed for each home page block.



This makes it easy on a page by page basis to build each page up with different looking templates. We are going to use a Free Theme to do the same thing but as always you can see why for US\$60 things are a lot easier by **purchasing a theme with a Page Builder**.

A holiday rentals website or holiday houses site should have generally a slider across the top of the home page to show case the house or location to the viewer straight away without needing to go to a gallery.

Also boxes on the home page that feature the main areas of the website is also helpful, bearing in mind on a mobile viewing these stack on top of each other and look quite good and easy to access.

### Empty WordPress Website – WP Bootcamp

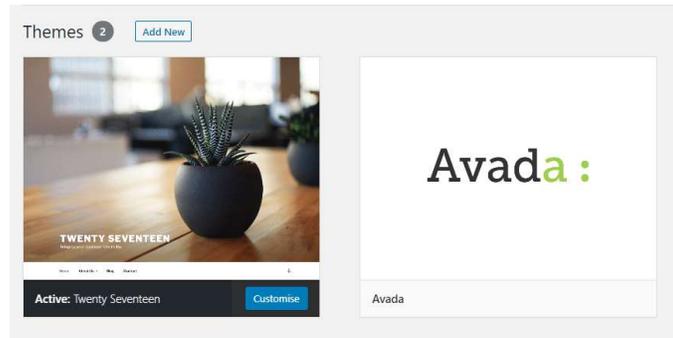
If we look at our View tab on **tab 2** in our browser we should see this. This is the free theme written by the WordPress team called **Twenty Seventeen**.

There is a new default theme put out each year and there are 3 newer ones than this, but I like the pot on the table picture the best and why I have chosen this one as the default. When you install a fresh copy of WordPress you will get the default theme of that year loaded.



Go to the Dashboard tab and select **Appearance>Themes** on left hand menu.

Mine looks like the below with **Twenty Seventeen** as the **Active** theme on the left and the Avada Theme on the right which has been preloaded for this course.



**Twenty Seventeen** will not be necessary as a theme once we have selected Avada and we will delete this once we have switched over to the Avada Child theme.

### Child Themes

We should use a Child theme here, so we need to create one.

A child theme, as defined by the WordPress Codex, is a theme that “inherits the functionality and styling of another theme, called the parent theme.” Child themes are recommended to modify existing themes while still maintaining their design and code.

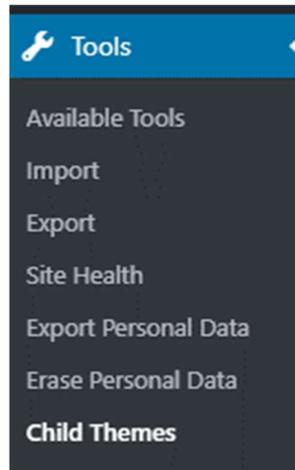
These themes provide a way for designers or developers to create new designs that inherit the functionality of a parent theme.

I have pre-installed a Plugin called **Child Theme Configurator**, more on Plugins later.

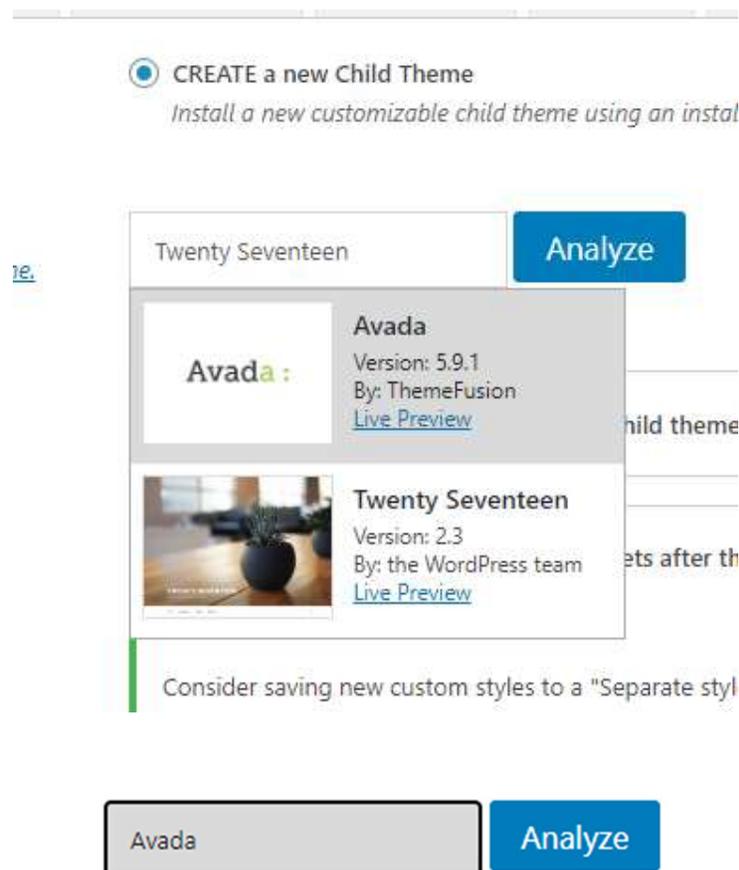


Child Theme Configurator is a fast and easy to use utility that allows you to analyze any theme for common problems, create a child theme and customize it beyond the options of the Customizer. Designed for WordPress users who want to be able to customize child theme stylesheets directly, Child Theme Configurator lets you easily identify and override the exact CSS attributes you want to customize. The Analyzer scans the rendered theme and automatically configures your child theme. It correctly enqueues theme and font stylesheets for optimum performance and handles vendor-specific syntax, giving you unlimited control over the Child Theme look and feel while leaving your Parent Theme untouched. [Learn more about how to create a child theme.](#)

On your left-hand WordPress menu, you will see a menu item halfway down the page called **Tools** and under Tools there is a sub menu called **Child Themes**.



Click on the box to the left of the Analyze button and select the Avada theme as the one we want to create the Child theme for.



Below is the screen we should see after hitting the Analyze button.

**CREATE a new Child Theme**  
*Install a new customizable child theme using an installed theme as a parent.*

Avada

**3 Analyze Parent Theme**  
*Click "Analyze" to determine stylesheet dependencies and other potential issues.*

This theme appears OK to use as a Child theme.

Click to show/hide raw analysis data. Please include contents below with any support requests.

Avada-child *NOTE: This is NOT the name of the Child Theme. You can customize the name, description, etc. in step 7, below.*

---

**Primary Stylesheet (style.css)**  
*Save new custom styles directly to the Child Theme primary stylesheet, replacing the existing values. The primary stylesheet will load*

**Separate Stylesheet**  
*Save new custom styles to a separate stylesheet and combine any existing child theme styles with the parent to form baseline. Select allows you to customize stylesheets that load after the primary stylesheet.*

---

**Use the WordPress style queue.**  
*Let the Configurator determine the appropriate actions and dependencies and update the functions file automatically.*

**Use `@import` in the child theme stylesheet.**  
*Only use this option if the parent stylesheet cannot be loaded using the WordPress style queue. Using `@import` is not recommended.*

**Do not add any parent stylesheet handling.**  
*Select this option if this theme already handles the parent theme stylesheet or if the parent theme's `style.css` file is not used for*

**Ignore parent theme stylesheets.**  
*Do not load or parse the parent theme styles. Only use this option if the Child Theme uses a Framework like Genesis and uses only a*

**Do not force dependency for these stylesheet handles:**

avada-stylesheet  
*By default, the order of stylesheets that load prior to the primary stylesheet is preserved by treating them as dependencies. In some cases removed for specific stylesheets above.*

---

Click to Edit Child Theme Attributes ▾

Leave all default options and click on **Create New Child Theme** button.

This option replaces the Child Theme's existing Menus, Widgets and other Customizer Settings with those from the Parent Theme.

**IMPORTANT:** Some "premium" themes use unsupported options that cannot be copied with the free child themes may not work correctly. Click the "Upgrade" tab for more information.

Create New Child Theme

Child theme creation completed.

Child Theme Configurator version 2.5.5

Thank you for installing Child Theme Configurator.

A lot of time and testing has gone into this release but there may be edge cases. If you have any questions, please [Contact Us](#).  
For more information, please open the Help tab at the top right or [click here to view the latest videos](#).

Parent/ Child Query/ Selector Property/ Value Web Fonts & CSS Baseline Styles Child Styles Files Upgrade

1 Select an action:

CREATE a new Child Theme  
Install a new customizable child theme using an installed theme as a parent.

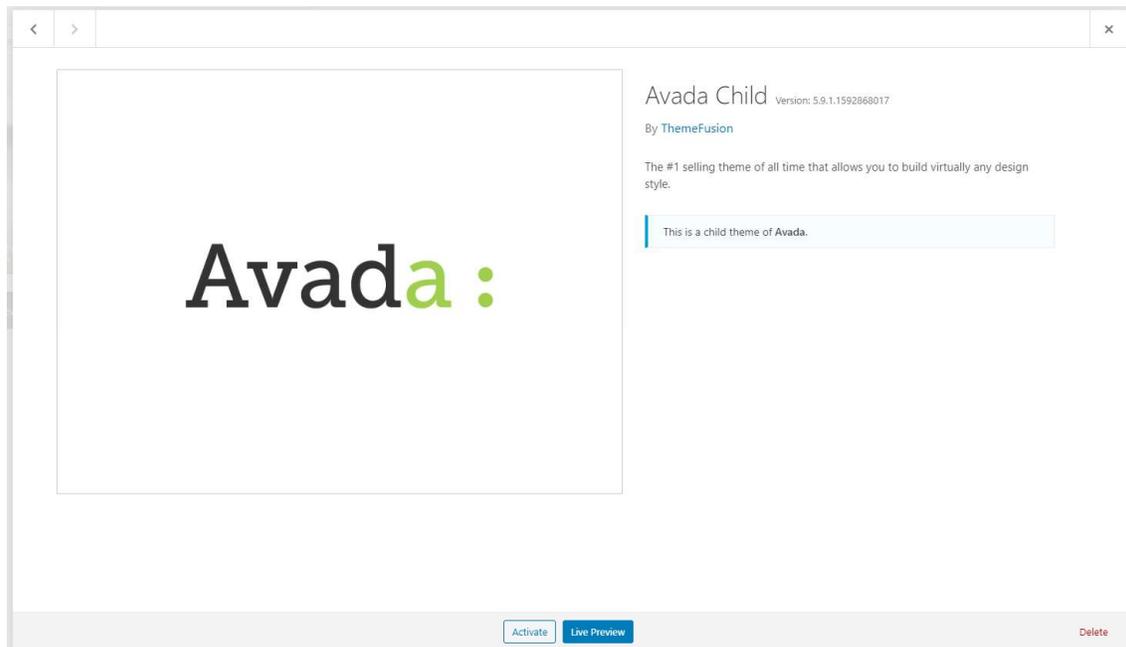
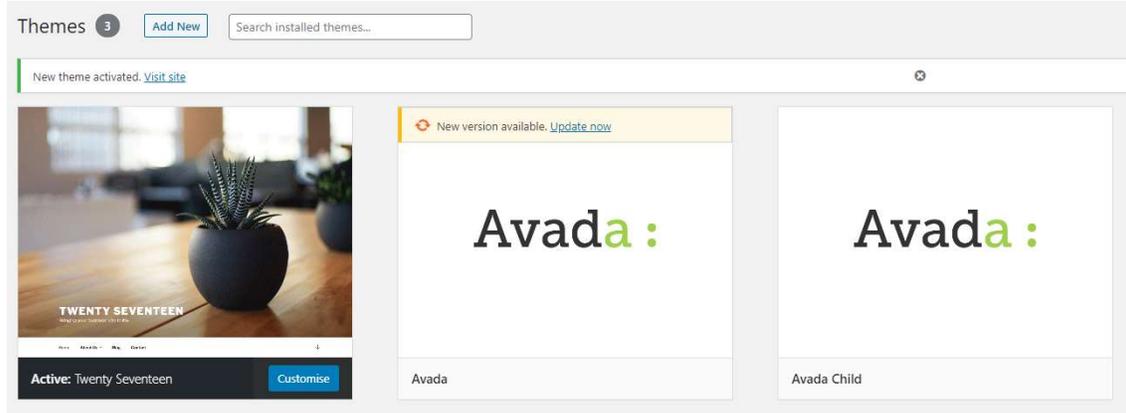
2 Select a Parent Theme:  
[Click here to save a backup of the selected theme.](#)

Twenty Seventeen Analyze

3 Analyze Parent Theme  
Click "Analyze" to determine stylesheet dependencies and other potential issues.

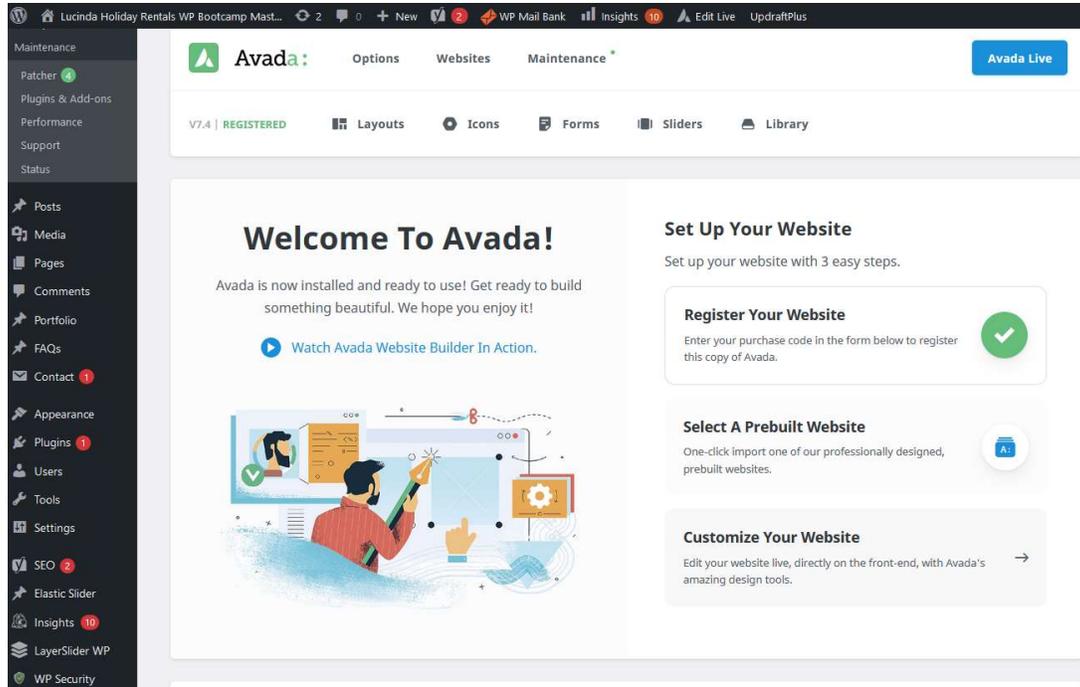
Now lets select the **Avada Child Theme**.

Click on **Avada Child Theme** and hit the **Activate** button.

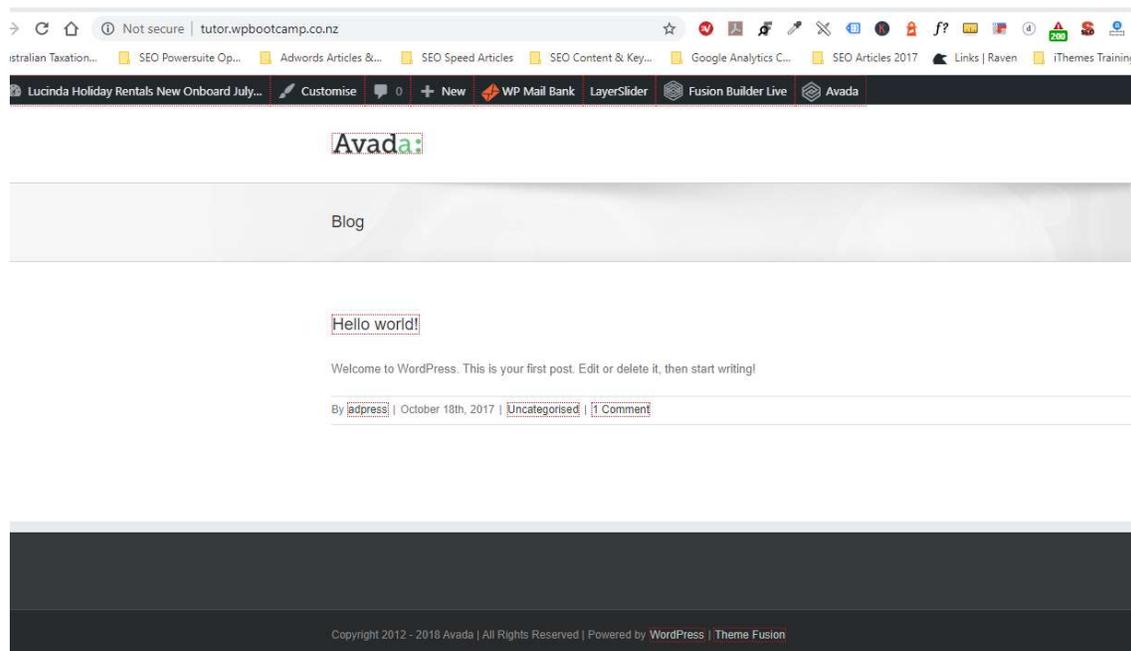


Once activated it will revert you to the Avada Welcome screen.

This is what you should see on your **Edit** tab.

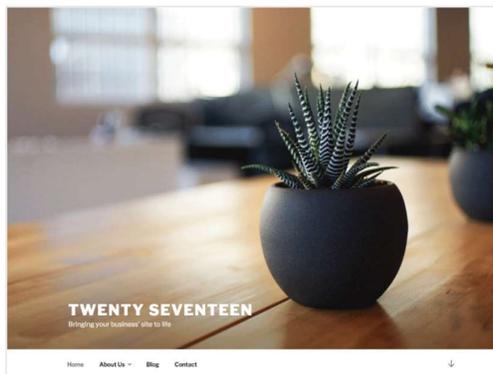
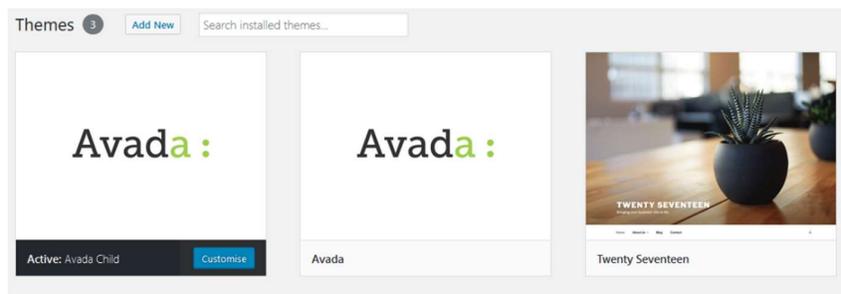
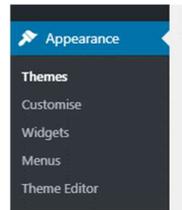


This is what you should see on your **View** tab.



We should delete the default **Twenty Seventeen** theme provided to keep a tidy installation.

Go to **Appearance > Themes** and select the **Twenty Seventeen** theme and delete it.



Twenty Seventeen Version: 2.3

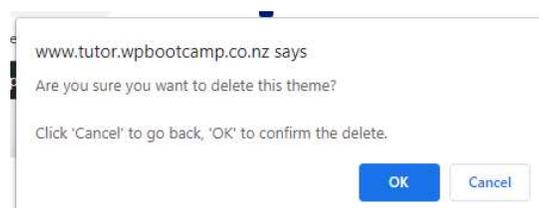
By the WordPress team

Twenty Seventeen brings your site to life with header video and immersive featured images. With a focus on business sites, it features multiple sections on the front page as well as widgets, navigation and social menus, a logo, and more. Personalise its asymmetrical grid with a custom colour scheme and showcase your multimedia content with post formats. Our default theme for 2017 works great in many languages, for any abilities, and on any device.

Tags: One Column, Two Columns, Right Sidebar, flexible-header, Accessibility Ready, Custom Colours, Custom Header, custom-menu, Custom Logo, Editor Style, Featured Images, Footer Widgets, Post Formats, rtl-language-support, Sticky Post, Theme Options, threaded-comments, translation-ready



Click **Ok** to delete.



Your Themes page now should just have the **Avada** and **Avada Child** theme and the **Avada Child** is on the left which means it is selected.

## Plugins

A plugin is a piece of software containing a group of functions that can be added to a WordPress website. They can extend functionality or add new features to your WordPress websites.

WordPress plugins are written in the PHP programming language and integrate seamlessly with WordPress.

In the WordPress community, there is a saying that goes around: “there’s a plugin for that”. They make it easier for users to add features to their website without knowing a single line of code.

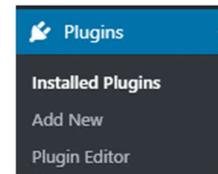
There are thousands of WordPress plugins available for free at the official WordPress plugin directory. Aside from free plugins, there are tons of amazing commercial ones available from third-party companies and developers.

<https://en-nz.wordpress.org/plugins/>

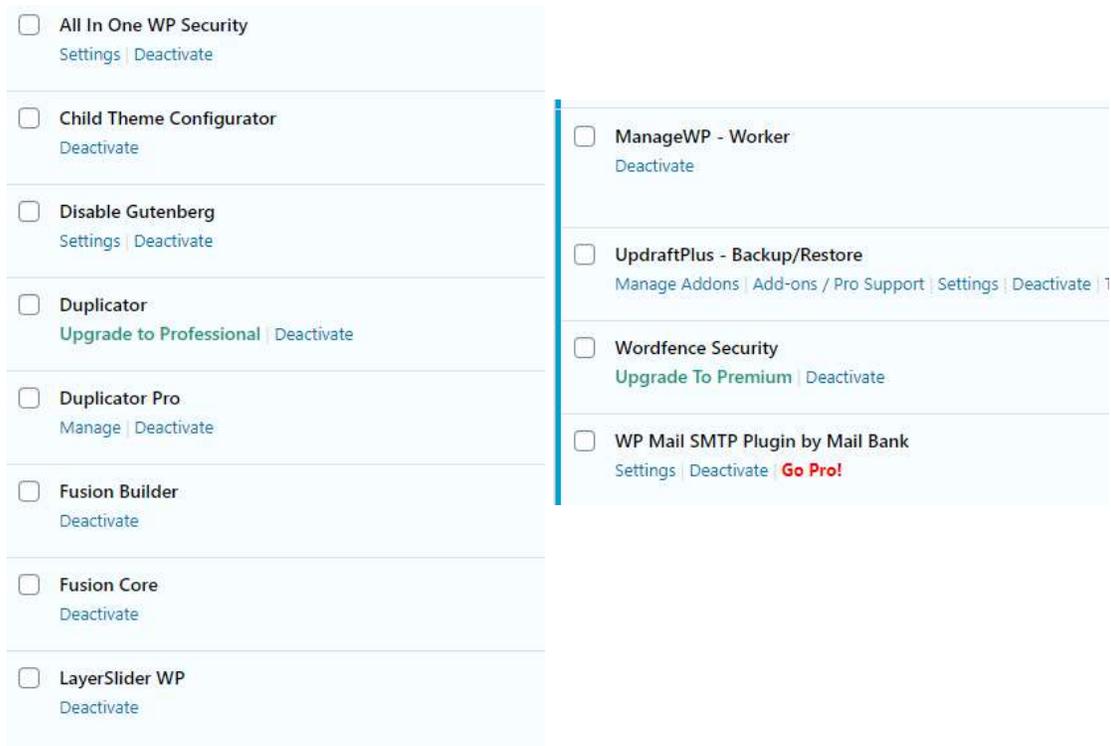


Select **Plugins** > **Installed Plugins** off the left hand menu. We have a number of Plugins in our installation.

These are common Plugins that I use and are good and trustworthy Plugins.



### Some Common Plugins



### Brief Overview of Installed Plugins

**All in One Security** – common security Plugin

**Avada Builder** – Page Builder Plugin installed as part of Theme install (needs updating when theme updates)

**Avada Core** – Core Plugin installed as part of Theme install (needs updating when theme updates)

**Child Theme Configurator** – used to create Child Theme

**Disable Gutenberg** – used to disable the default WordPress Editor

**Duplicator** – the free version of a full backup Plugin

**Mail Bank** – a Plugin I use on my server to handle sending of email

**ManageWP Worker** – a management Plugin I used to automate Plugin updates

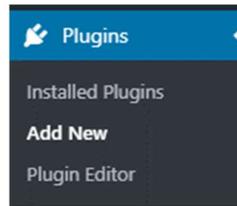
**Wordfence Security** – a very good security Plugin

## Adding Plugins Using Add Plugin

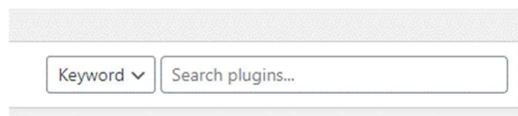
Lets go through and add a few additional Plugins.

- Google Analytics by Monster Insights – a good Analytics Plugin
- Contact Form 7 – a good contact form Plugin
- Yoast SEO – a good SEO Plugin

## Add New



In the **Add Plugin** area, select **Search Plugins** and type in a few words that refer to the Plugin that you are looking to install, such as Google Analytics.



Lets search for **Contact Form 7**

A screenshot of the WordPress plugin search results for 'Contact Form 7'. The card includes a circular icon of a mountain, the title 'Contact Form 7', a description 'Just another contact form plugin. Simple but flexible.', the author 'By Takayuki Miyoshi', a rating of 4.5 stars from 1,900 reviews, '5+ Million Active Installations', and a 'Last Updated: 1 month ago' status. A green checkmark indicates it is 'Compatible with your version of WordPress'. An 'Install Now' button is visible in the top right corner.

Click on **Install Now**

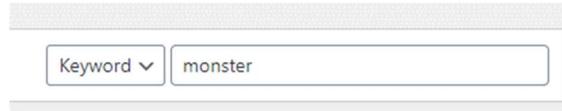
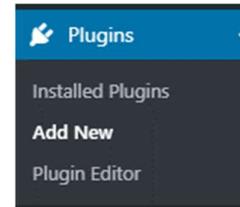
A screenshot of the WordPress plugin search results for 'Contact Form 7' after installation. The card is identical to the previous one, but the 'Install Now' button has been replaced by an 'Activate' button. The 'More Details' link is also visible.

Click on **Activate**

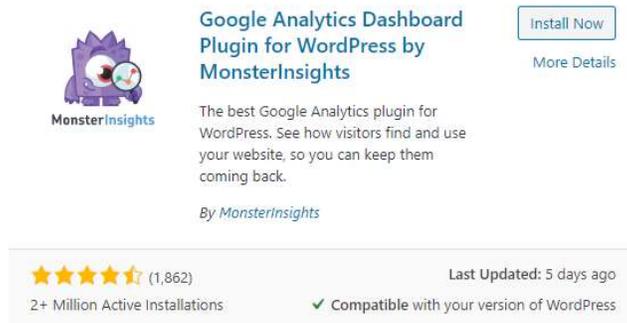
You should see the Contact Form 7 now in your Plugins list, **Plugins>Installed Plugins**

## Add New

In the **Add Plugin** area, select **Search Plugins** and type in a few words that refer to the Plugin that you are looking to install, such as Google Analytics.

Lets search for **Monster** (we know the name of this Plugin)



**Google Analytics Dashboard Plugin for WordPress by MonsterInsights**

The best Google Analytics plugin for WordPress. See how visitors find and use your website, so you can keep them coming back.

By *MonsterInsights*

★★★★★ (1,862)      Last Updated: 5 days ago

2+ Million Active Installations      ✓ Compatible with your version of WordPress

Click on **Install Now** and then **Activate**



**Google Analytics for WordPress by MonsterInsights**      The best Google Analytics plugin for WordPress. See h

[Settings](#) | [Support](#) | [Get MonsterInsights Pro](#) | [Documentation](#) | [Deactivate](#)      Version 7.11.0 | By MonsterInsights | [View details](#)

You should see the new Plugin you have added to your Plugin list.

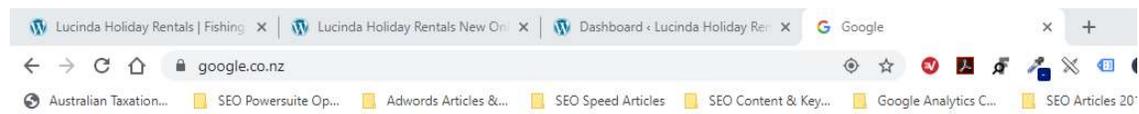
## Plugins>Installed Plugins

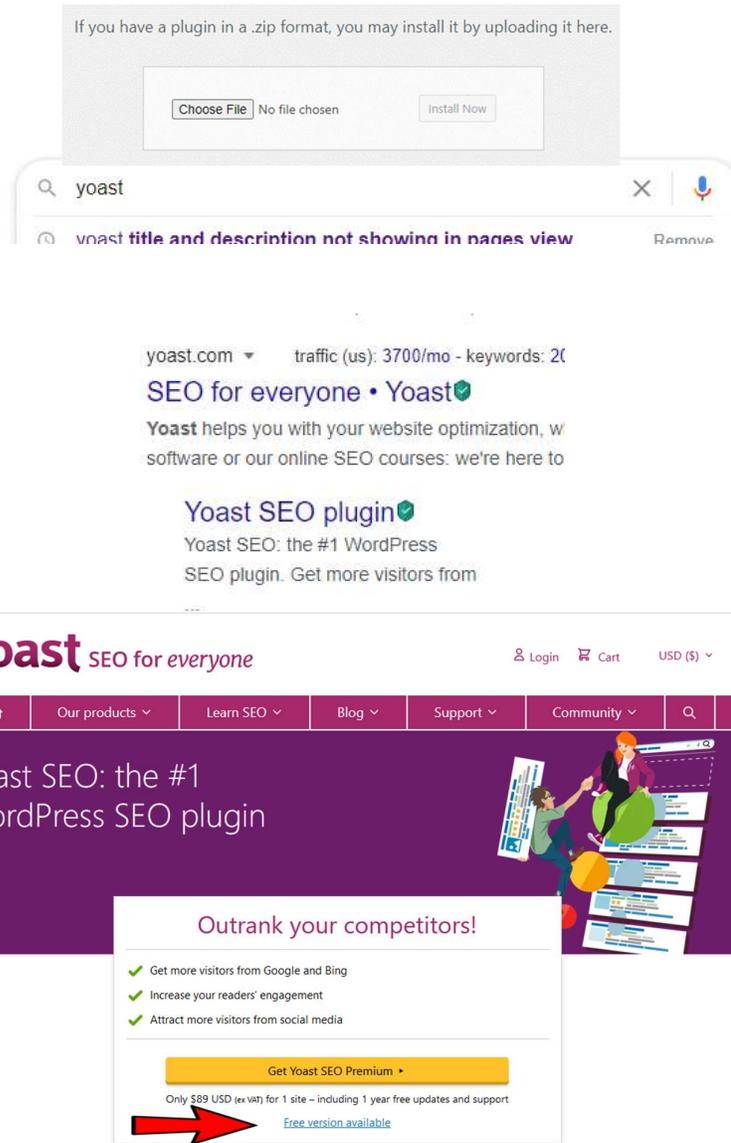
### Add Plugin Using Upload Plugin

Sometimes it is a bit harder to find a particular Plugin, so you look for it via Google, then download the Plugin zip file then upload it and install it that way.

Lets install the Yoast SEO Plugin.

First lets open an extra browser tab and open [www.google.co.nz](http://www.google.co.nz)



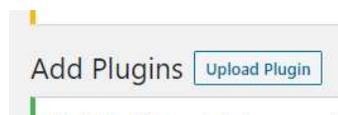


This should download the zip file and add to your Downloads in your Chrome browser.

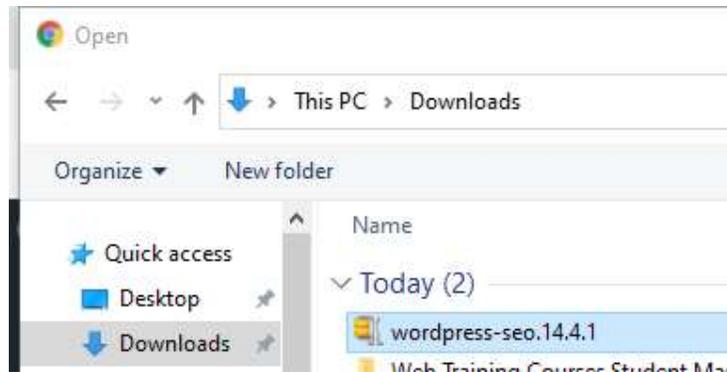
Now back to your **Edit** tab

From the **Add New** selection, select **Upload Plugin** instead of Add New.

Choose File

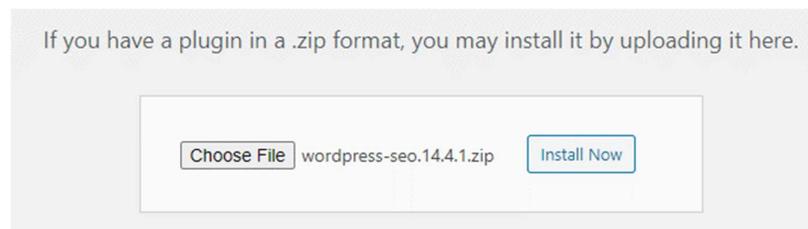


Search for your **Downloads** folder in **Windows** and you will see a wordpress-seo.16.4 or whatever is the latest version when running this course.



Select the file so it is highlighted in blue (above) and click **Open**

Now click on **Install Now**



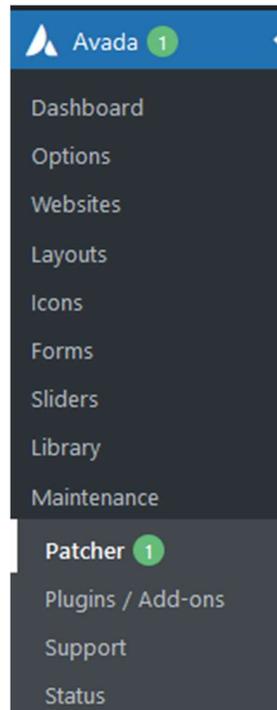
Now click on **Activate Plugin**

Now view the installed Plugin using **Plugins>Installed Plugins**



## Avada Patches

Sometimes when the Avada theme updates there is sometimes a requirement to update or patch the theme files. This will show as a green circle with a number in next to the menu item Avada such as below.



Click on **Apply Patch**

### Avada Patcher

The Patcher allows you to apply small fixes to your site between Avada releases, thereby keeping your site up to date.

[Learn more about the Patcher.](#)

#### Patches: The following patches are available for Avada 7.3.1

The status column displays if a patch was applied. However, a patch can be reapplied if necessary.

Patch #	Product	Description	Status
#418984 May, 14, 2021	Avada	Fixes PHP notice and request loop when custom icons package is missing and preloading icon fonts is enabled.	<a href="#">Apply Patch</a>
#418984 May, 14, 2021	Avada	Fixes PHP notice and request loop when custom icons package is missing and preloading icon fonts is enabled.	✓ <a href="#">Patch Applied</a>

## Widgets

In WordPress, widgets are blocks of content that you can add to your site's sidebars, footers, and other areas.

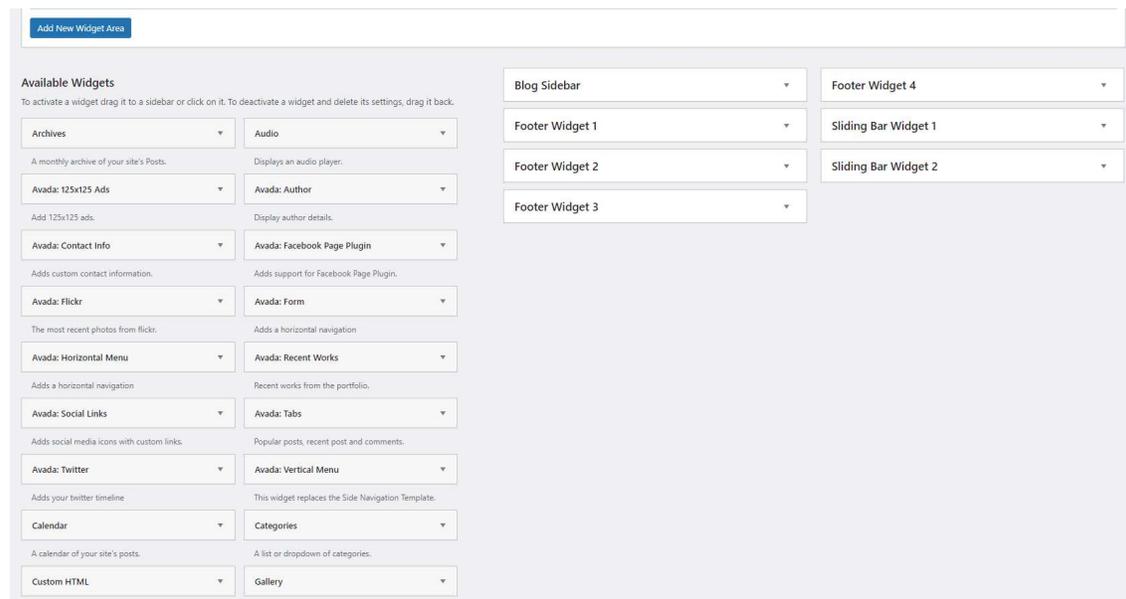
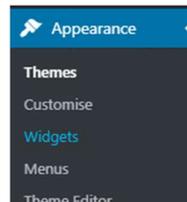
Ever visit someone's blog and see a photo, signup form, or menu in the sidebar? Those are all widgets.

Each widget can add a feature or function to your site, without having to write any code. Common widgets to add to your site are menus, popular post lists, calendars, banner ads, social icons, and more.

Where can you add these widgets on your site? It all depends on your WordPress theme. Many themes have sidebar and footer widget areas. Some also allow you to place widgets in the header, homepage, or other areas of your site.

### Avada Theme Widgets

These are the widgets that come with the Avada theme. Go to Appearance>Widgets on your left-hand menu.



---

Our design does not really need the sidebar widget area but good practice to get to use the widgets configuration tool and how to delete and add widgets here.

There is also a **Footer Widget Area** that sits at the bottom of the page with 4 footer widgets and we will be using this area to add our custom menu widgets for the Lucinda Holiday Rentals website. You can pretty much put anything in here from social media icons and links to a small MailChimp sign up for newsletter form etc

More on widgets in the next section when we get to build the Lucinda Holiday Rentals website.



## Module 4 – Building the Lucinda Holiday Rentals WordPress Template

### Introduction

As a class exercise we start on the build of a WordPress based website using the Avada theme.

We have a logo provided and for us an existing website to copy off which doesn't normally happen like that.

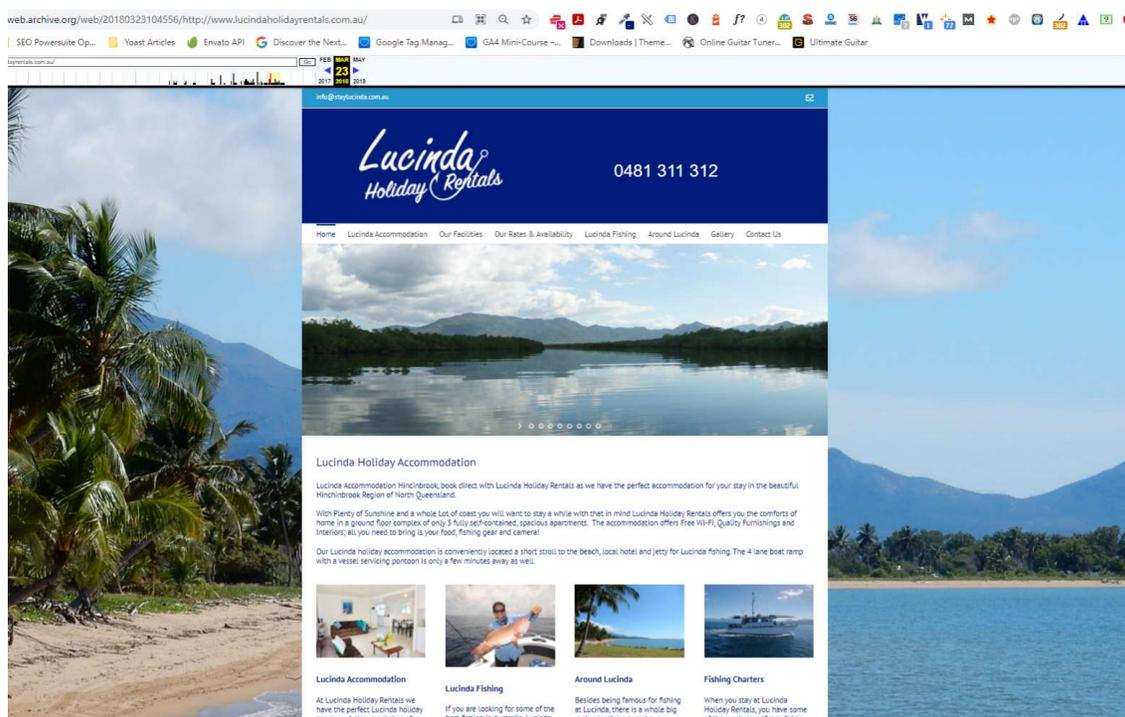
This is the live website of Lucinda Holiday Rentals



[www.lucindaholidayrentals.com.au](http://www.lucindaholidayrentals.com.au)

If we use the **Archive.Org** website and go back to **March 23<sup>rd</sup> 2018** the website looked like this.

<https://web.archive.org/web/20180323104556/http://www.lucindaholidayrentals.com.au/>



It has been a real-life example of a rebuild of an existing website not originally built in WordPress and struggling to attract customers.

---

Our course version is at <http://www.wpbootcamp.co.nz/> or <http://www.wpbootcamp.com.au/>

Our **Avada theme** is also responsive, viewing the theme using **www.mobiletest.me** for testing purposes.



Our website will need the following pages created:

- **Home Page** – slider at the top, then free flow text area and 4 content boxes linking to respective pages
- **Lucinda Accommodation** page - general information about the accommodation on offer and some images
- **Our Rates & Availability** page - general rates information
- **Our Facilities** page - general information about the facilities on offer and some images
- **Lucinda Fishing** page - a page about fishing charters and fishing in the area
- **Around Lucinda** page - a general what to see and do page around Lucinda
- **Gallery** page - small gallery of images
- **Contact Us** page – basic contact us form

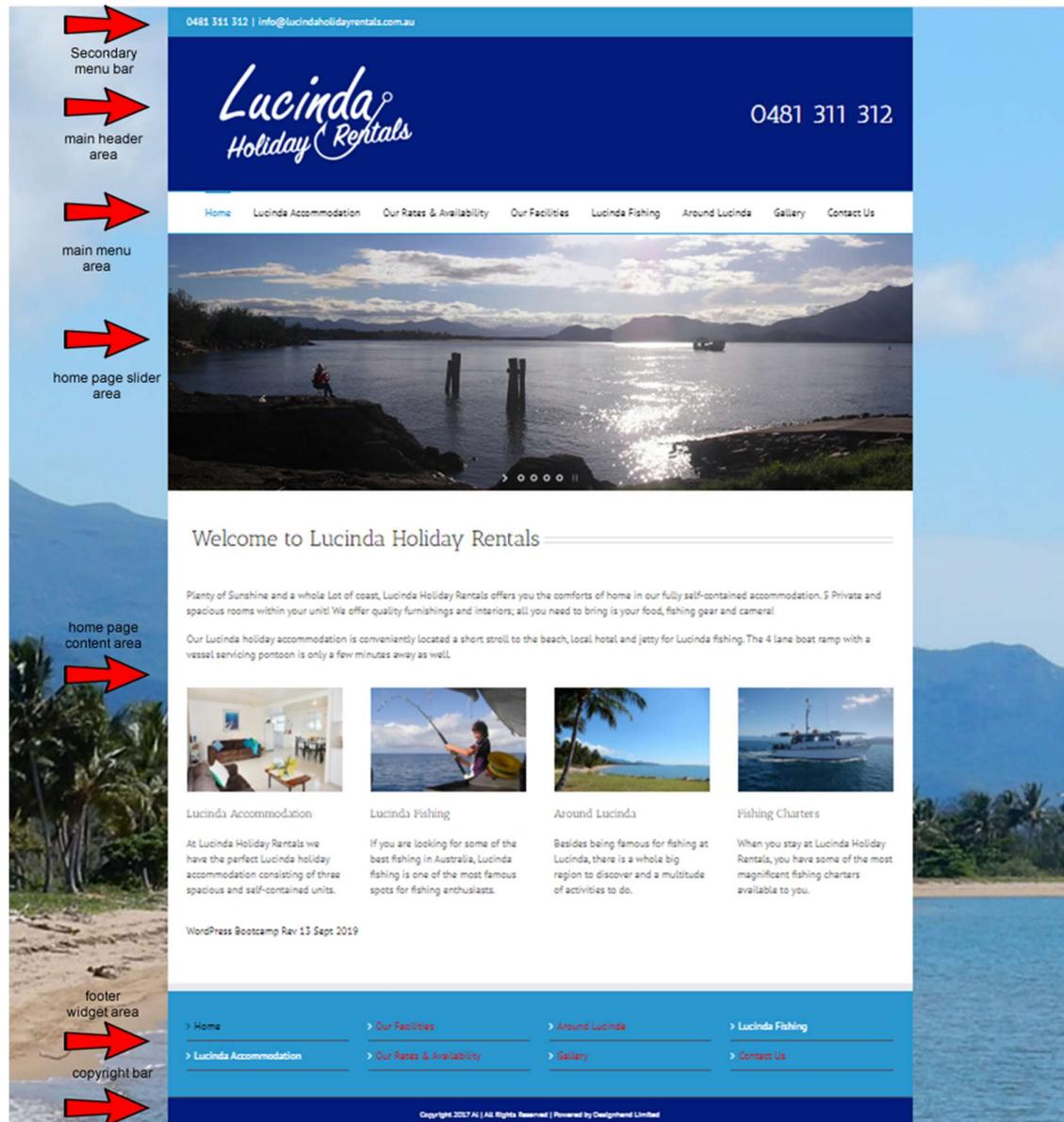
---

[Home](#)   [Lucinda Accommodation](#)   [Our Rates & Availability](#)   [Our Facilities](#)   [Lucinda Fishing](#)   [Around Lucinda](#)   [Gallery](#)   [Contact Us](#)

---

## Lucinda Holiday Rentals Template

This is what we are going to build over the next day or so.



In essence the template is split out in to these content areas:

- Top aqua secondary menu bar
- Blue header area including logo and byline
- White main menu area across the middle of the website
- Slider images on the home page only
- Main home page content area
- Aqua footer area with 4 menu columns
- Dark blue copyright area

### Course Images & Content

The following section you may refer back to as you start the build of the Lucinda Holiday Rentals website.

The course has a folder stored on the school network **M: Drive**

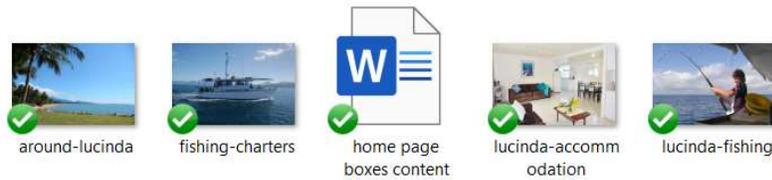
In **M: Drive** there is a folder called **WordPress 4 David**

In this folder there are 5 sub folders outlined below.

Name	Date modified	Type	S
home page boxes	11/05/2019 11:48 AM	File folder	
home page slider images	4/02/2019 9:42 AM	File folder	
page images	4/02/2019 9:42 AM	File folder	
page text	4/02/2019 9:42 AM	File folder	
template files	4/02/2019 9:42 AM	File folder	

### Home Page Boxes Folder

This folder has 4 images in here plus a **Word** document. The 4 images are for the 4 content columns across the middle.



Below is the content area on the Home page that this folder has all the relevant files.

## Welcome to Lucinda Holiday Rentals

Plenty of Sunshine and a whole Lot of coast, Lucinda Holiday Rentals offers you the comforts of home in our fully self-contained accommodation. 5 Private and spacious rooms within your unit! We offer quality furnishings and interiors; all you need to bring is your food, fishing gear and camera!

Our Lucinda holiday accommodation is conveniently located a short stroll to the beach, local hotel and jetty for Lucinda fishing. The 4 lane boat ramp with a vessel servicing pontoon is only a few minutes away as well.



Lucinda Accommodation

At Lucinda Holiday Rentals we have the perfect Lucinda holiday accommodation consisting of three spacious and self-contained units.



Lucinda Fishing

If you are looking for some of the best fishing in Australia, Lucinda fishing is one of the most famous spots for fishing enthusiasts.



Around Lucinda

Besides being famous for fishing at Lucinda, there is a whole big region to discover and a multitude of activities to do.

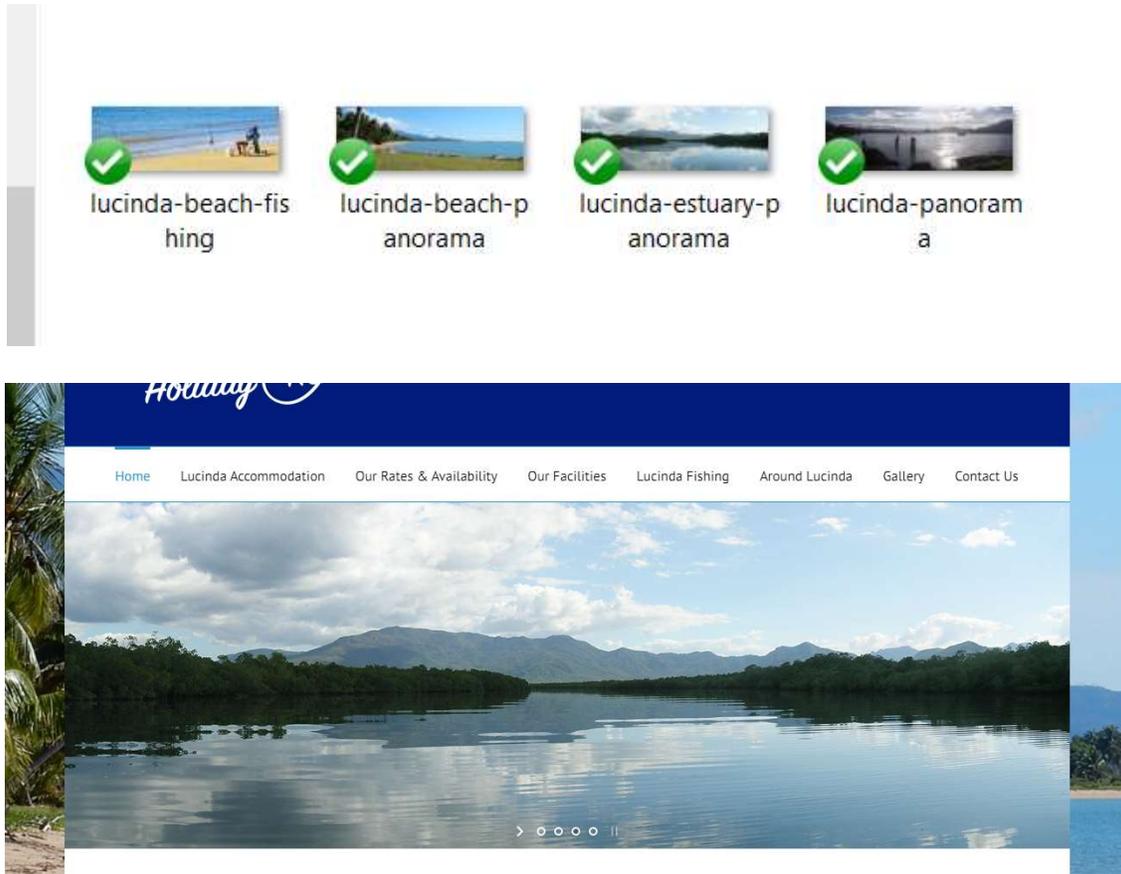


Fishing Charters

When you stay at Lucinda Holiday Rentals, you have some of the most magnificent fishing charters available to you.

### Home Page Slider Images

In this folder are the 4 slider images for the home page slider.



### Page Images

In this folder are the images for each other content page on the website.

So for example the Our Rates & Availability page has a folder called Our Rates & Availability and the pictures below are in this folder. Etc..

Name	Date modified	Type
 Around Lucinda	4/02/2019 9:42 AM	File folder
 Contact Us	4/02/2019 9:42 AM	File folder
 Fishing Charters	4/02/2019 9:42 AM	File folder
 Lucinda Accommodation	4/02/2019 9:42 AM	File folder
 Lucinda Fishing	4/02/2019 9:42 AM	File folder
 Our Facilities	4/02/2019 9:42 AM	File folder
 Our Rates & Availability 	4/02/2019 9:42 AM	File folder

## Our Rates & Availability Page

Our Rates & Availability Home / Our Rates & Availability

All bookings must be paid in full at time of booking except for security bond.

- 2 Guests \$135
- 3 Guests \$152
- 4 Guests \$169
- No Minimum Stay Period Required
- Discounted Rates May Apply for mid week, 7 night stays and longer. Please submit an enquiry with your dates and guest numbers.
- Cleaning Fee \$60 per booking / stay period
- Credit card surcharge 2.49%

Minimum Stay Periods May apply for Long weekends / Easter / and 7 night min stay periods apply for peak times such as Christmas and New Year. Different rates may apply for these periods.

A Security Bond applies to all accommodation bookings and is held on credit card for the duration of the stay

All bookings are subject to the Terms and Conditions as outlined on this website and which may be amended by management.

Discounted rates apply for bookings longer than 4 weeks.



3 Slider Images 



rates-availability-1      rates-availability-2      rates-availability-3

### Page Text

In this folder is the corresponding text that accompanies the images.

Our Rates & Availability Home / Our Rates & Availability

All bookings must be paid in full at time of booking except for security bond.

- 2 Guests \$135
- 3 Guests \$152
- 4 Guests \$169
- No Minimum Stay Period Required
- Discounted Rates May Apply for mid week, 7 night stays and longer. Please submit an enquiry with your dates and guest numbers.
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A Security Bond applies to all accommodation bookings and is held on credit card for the duration of the stay

All bookings are subject to the Terms and Conditions as outlined on this website and which may be amended by management.

Discounted rates apply for bookings longer than 4 weeks.



Page Text 

---

This is a sample of a **Word document** and the content.

If you are looking for some of the best fishing in Australia, Lucinda fishing is one of the most famous spots for fishing enthusiasts.

Catch your prawns, drop in your crab pots and go fishing for Threadfin Salmon, Mangrove Jack, Trevally, Mackerel, Red Emperor, and Coral Trout Grunter, Queenfish, Bream, or Fingermark throughout the region.

Lucinda offers many types of fishing:

- **Fishing Charters**
- **Offshore Fishing**
- Estuary & Barramundi Fishing

Lucinda is just 20.5 nautical miles from the Great Barrier Reef and is right next to Hinchinbrook Island which is the world's largest island National Park and is approximately 37.4km long and 10km wide and 165 km circumference.

Lucinda is also the closest point to Britomart, Bramble and Trunk Reef just to name a few, and are in the group of islands known as the Palm Group of Islands. Pelorus Island, Orpheus Island, Phantom Island, and Great Palm Island.

Always check the fishing regulations for bag and size limits, etc [www.daf.qld.gov.au/fisheries/recreational](http://www.daf.qld.gov.au/fisheries/recreational) and the marine zone areas [www.gbrmpa.gov.au/visit-the-reef/zoning/zoning-maps](http://www.gbrmpa.gov.au/visit-the-reef/zoning/zoning-maps) before embarking on your fishing trip.

## Template Files

The template files make up the main template of the website. The template is seen across every page on the website and is consistent throughout. Each of the pages is unique content inside the template.

Main template files:

- Background image on the whole website
- Lucinda logo



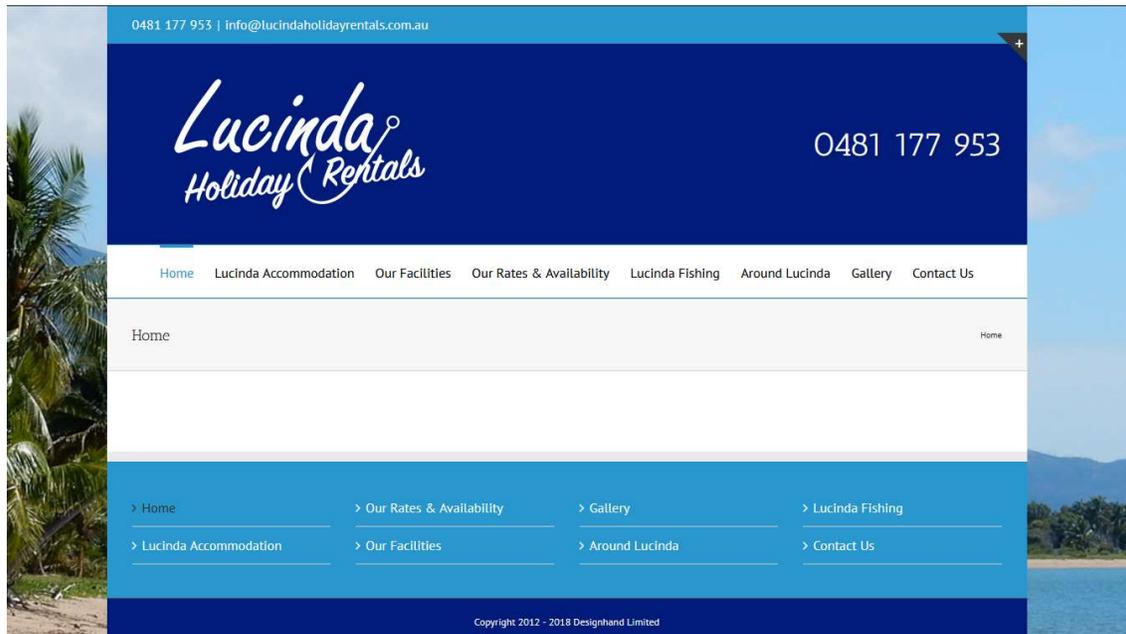
lucinda  
background



Lucinda-Holiday-  
Rentals-Logo



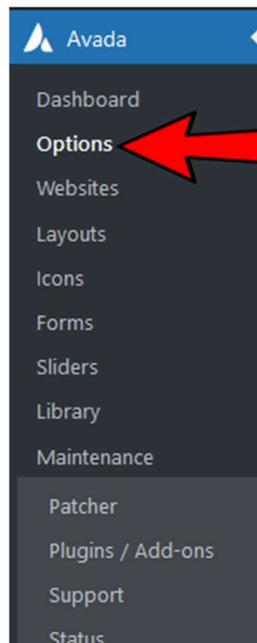
## Starting the Template Build



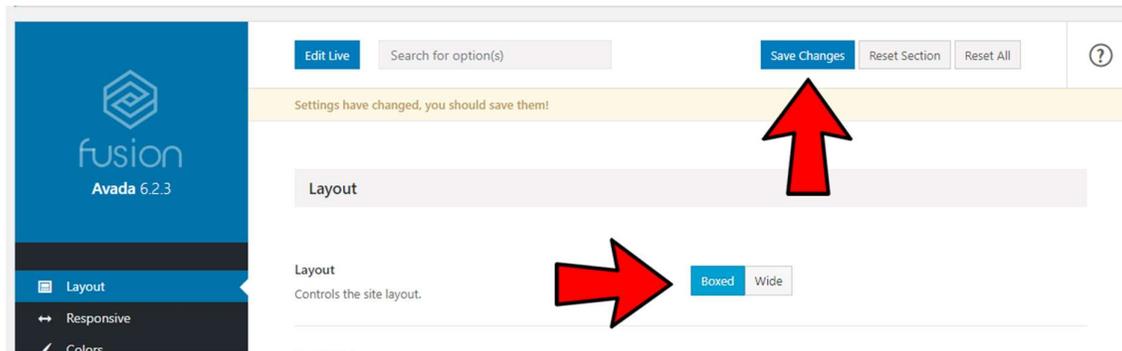
### Avada Menu

We need to be using the Avada Menu which is a sub menu of the main WordPress menu.

**Note:** There is the main WordPress menu on the left and then a second sub menu for the Avada theme.



## Theme Boxed or Wide Mode



We need to change our default layout of our theme from wide mode to boxed. With boxed mode we can have an image behind as the background and with wide mode we have the website full screen.

Generally you can have either but I went for the boxed mode to start with.

What normally happens is you give a graphic designer a theme you have chosen and they design all the graphics and you configure these in the Customise area of the theme.

### Select **Avada**> **Options**

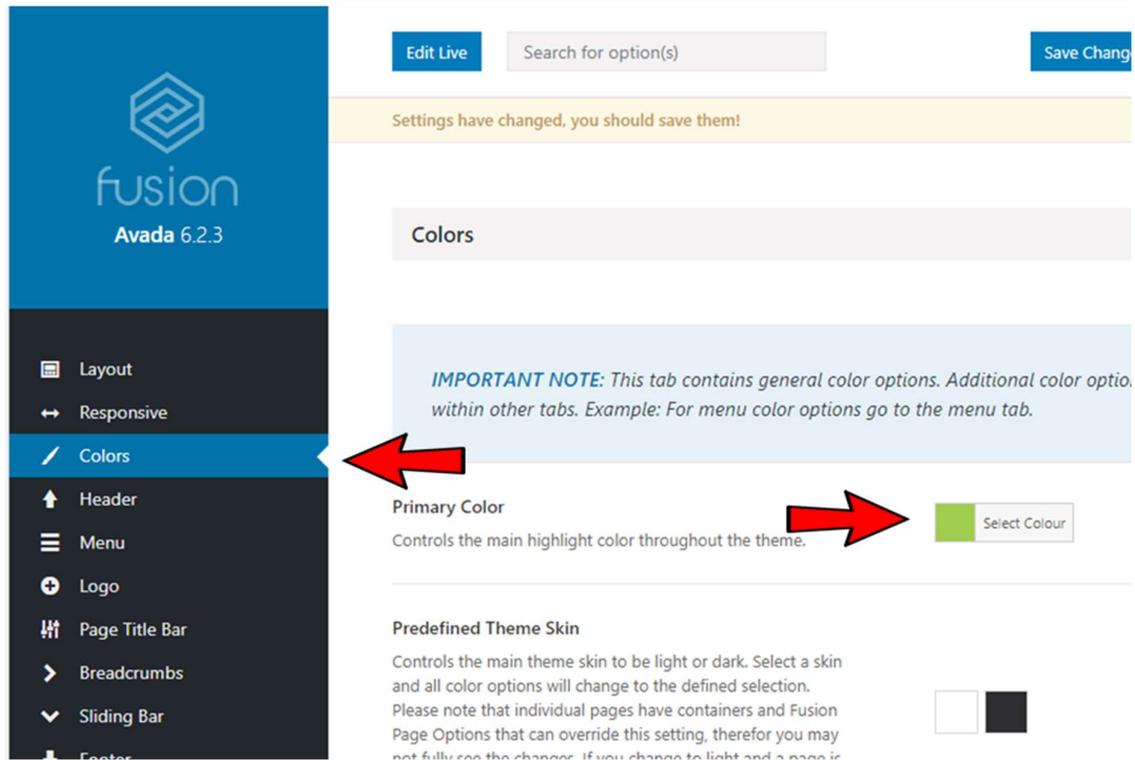
Select **Layout** and change layout to **Boxed** and **Save Changes**

Each time we make an Avada menu change we need to save changes up the top. This is a common thing and we need to do this each change, don't forget.

## Default Colours

We should also now set the default colour for selected items across the website.

This will mainly show up in the footer area when we add our menu items and when a menu item is selected it will show a dark blue colour.



Settings have changed, you should save them!

**Colors**

*IMPORTANT NOTE: This tab contains general color options. Additional color options are available within other tabs. Example: For menu color options go to the menu tab.*

**Primary Color**  
Controls the main highlight color throughout the theme.

**Predefined Theme Skin**  
Controls the main theme skin to be light or dark. Select a skin and all color options will change to the defined selection. Please note that individual pages have containers and Fusion Page Options that can override this setting, therefore you may not fully see the changes. If you change to light and a page is dark, it will remain dark.

Colour to change this to is **#011b7a**



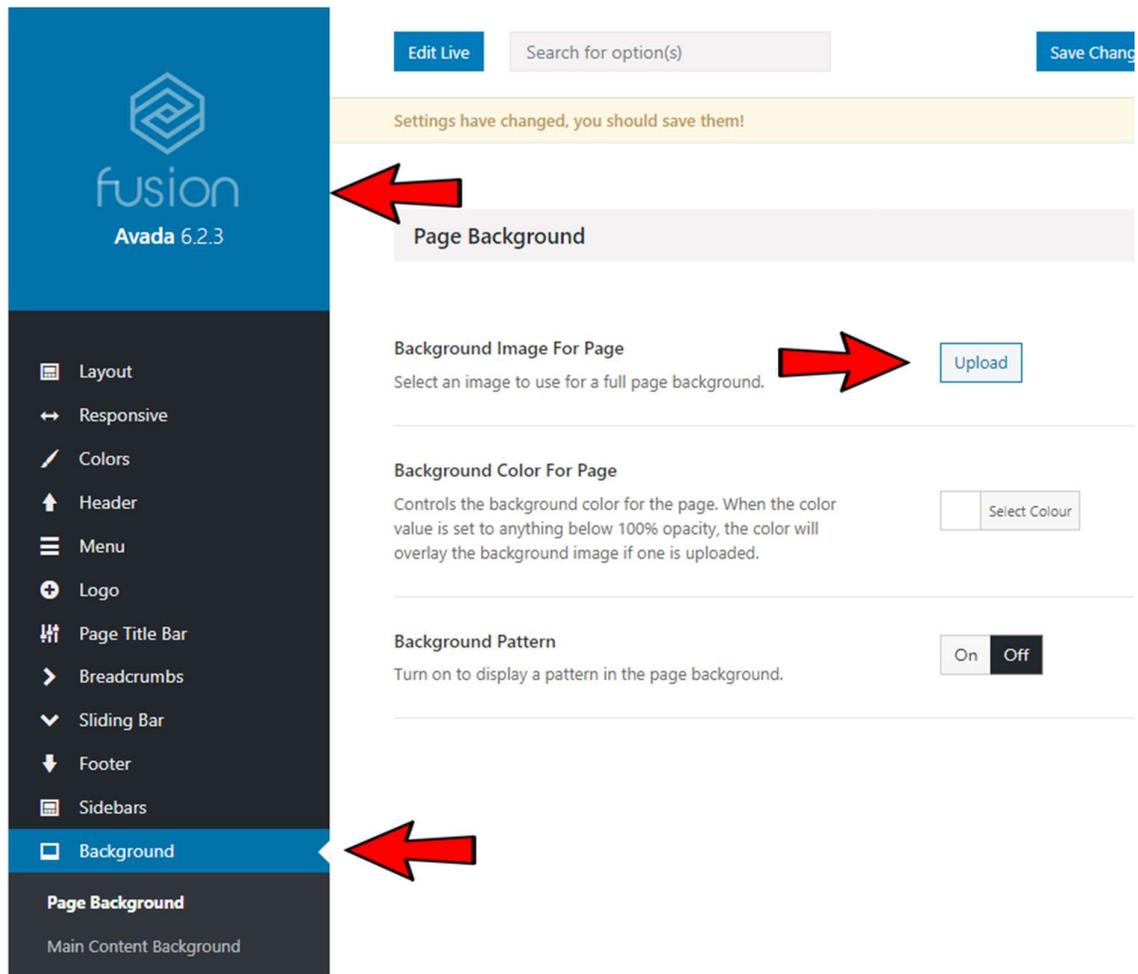
**Primary Color**  
Controls the main highlight color throughout the theme.

Select Colour #011b7a Default

### Main Page Background Image

To add a background image to the outer boxed area of the website select:

**Background>Page Background** from the Avada menu.

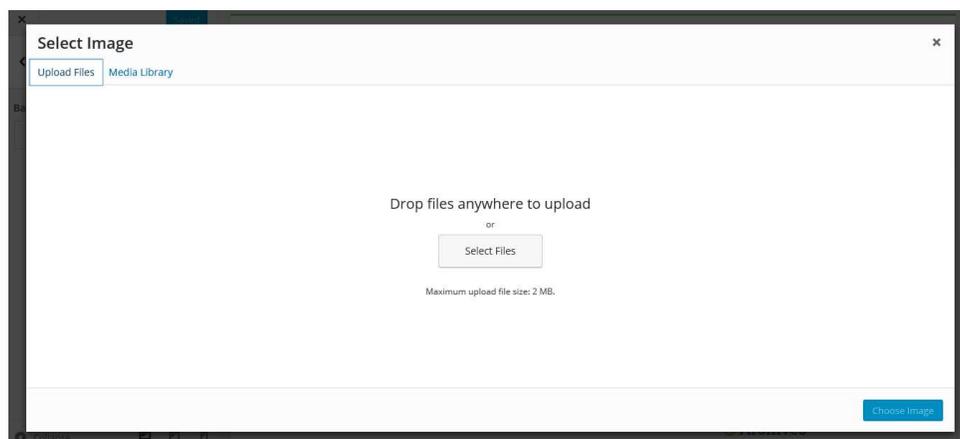


Select the **Upload** button

The image selection box will display which is a common area that we will use time and time again during our website build.

There are two parts to this area **Upload Files** and **Media Library**. When we upload an image to the website it will appear in the Media Library and one instance of the image can be used time and time again across the site.

In our example the **Media Library** is empty but we are about to upload our first image in there for our background.



Click on **Select Files** in the middle of the page and search for the class exercise images which are under a folder called WordPress Bootcamp and a sub folder called Content.

Select a sub folder called **Template Files** and here are two images, one is for the header and one is the background image.

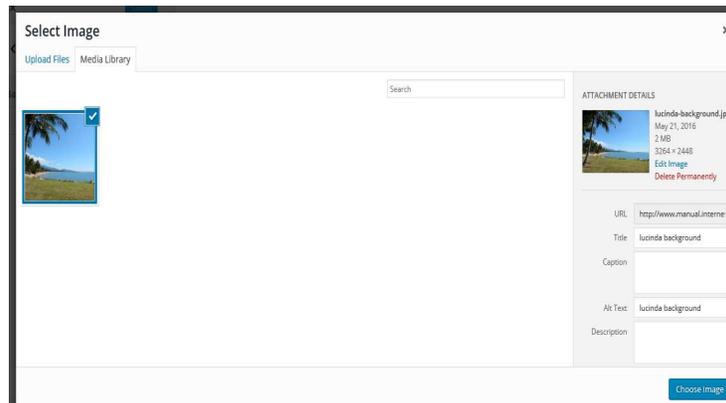
Select an image called lucinda background.jpg

	home page boxes	28/05/2016 4:05 PM	File folder
	home page slider images	22/05/2016 9:50 AM	File folder
	page images	4/06/2016 3:16 PM	File folder
	page text	5/06/2016 10:48 AM	File folder
	template files	22/05/2016 9:51 AM	File folder

The image will display on the left with a tick once it has completed the upload.

Over on the right hand side is where we edit the **Title** of the image and the **Alt Text**. It is a good idea to name each image properly for search engines as well as humans.

Later on if you see this image in the gallery and it has a title that states it is Lucinda Background you will know what this is for.



Select **Select** and then **Save** in the Avada dashboard area.

- Turn 100% background image - **On**
- Background Repeat - set to **No Repeat** (this means we only have one image and it doesn't tile)
- Leave the other two as the defaults
- Hit the Avada dashboard **Save**

**100% Background Image**

Turn on to have the page background image display at 100% in width and height according to the window size.

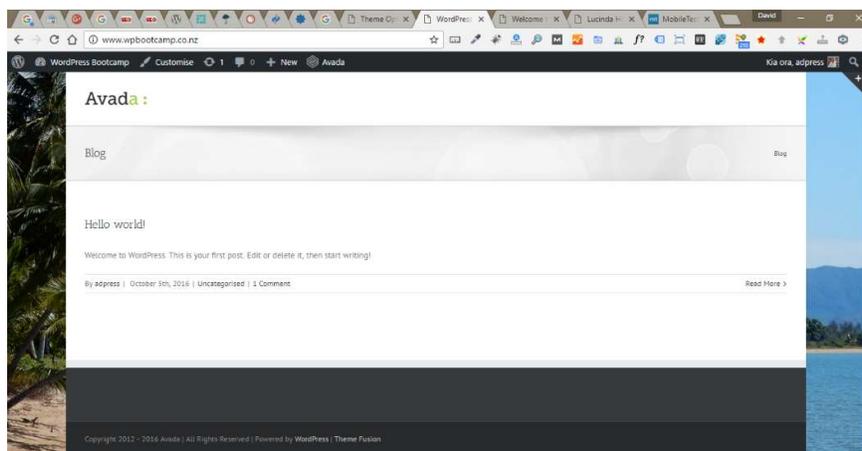
On  Off

**Background Repeat**

Controls how the background image repeats.

No Repeat ▼

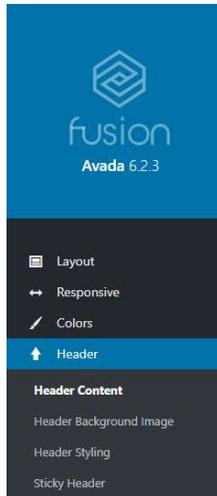
Switch across to the **View** tab and refresh the page and check your background image displays correctly.



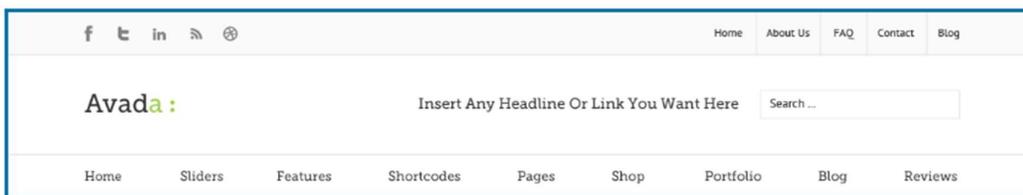
## Header Content

Now we need to choose a particular layout for the header area.

Select **Header > Header Content**

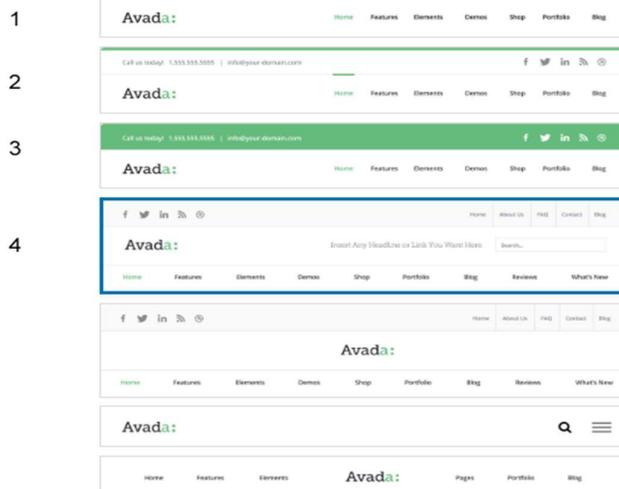


Select the **fourth header option** down the page that looks like this.



### Select a Header Layout

Controls the general layout of the header. Headers 2-5 allow additional content areas via the header content options 1-3. Header 6 only allows parent level menu items, no child levels will display. The main menu height, header padding and logo margin options will auto adjust based off your selection for ideal aesthetics.



Select the same one as me, the one that is fourth down from the top of the page.

Just below the Layout Area there are some configuration settings as above:

- Header Content 1 - **Contact Info**
- Header Content 2 - **Navigation**
- Header Content 3 - **Tagline**
- Phone number for contact info - **0481 177 953**
- Email address for contact info - **info@lucindaholidayrentals.com.au**
- Tagline for content 3 - **0481 177 953**

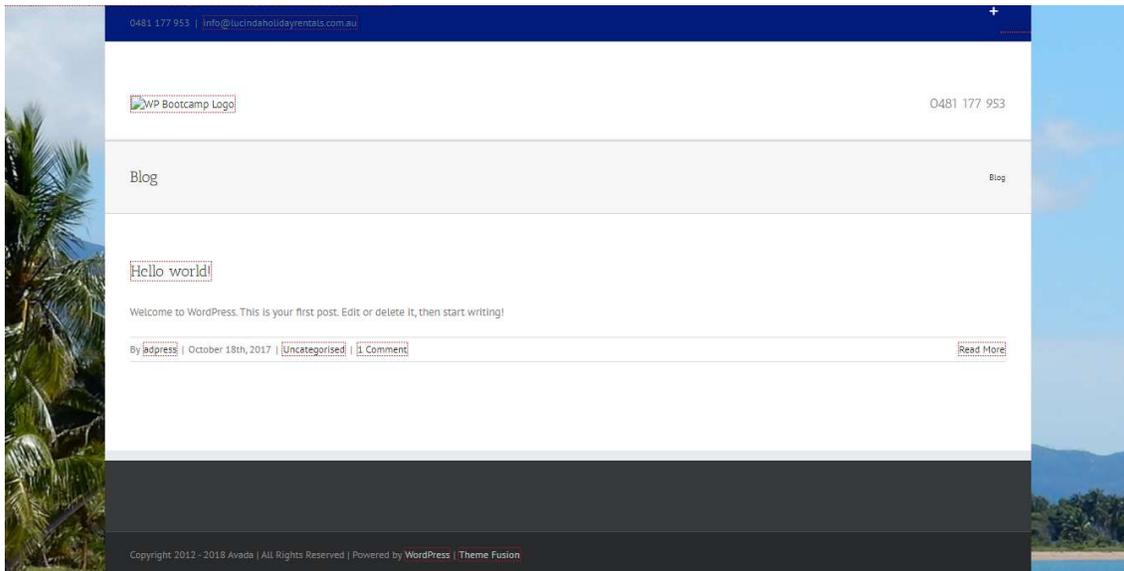
Settings have changed, you should save them!

<b>Header Content 1</b> Controls the content that displays in the top left section.	Contact Info
<b>Header Content 2</b> Controls the content that displays in the top right section.	Navigation
<b>Header Content 3</b> Controls the content that displays in the middle right section.	Tagline
<b>Phone Number For Contact Info</b> This content will display if you have "Contact Info" selected for the Header Content 1 or 2 option above.	0481 177 953
<b>Email Address For Contact Info</b> This content will display if you have "Contact Info" selected for the Header Content 1 or 2 option above.	info@lucindaholidayrentals.com.au
<b>Tagline For Content 3</b> This content will display if you have "Tagline" selected for the Header Content 3 option above.	0481 177 953

Save Changes Reset Section Reset All

Save Changes Reset Section Reset All

Our header area should now look like this. Look at your **View** tab.



### Common Colours on Lucinda Holiday Rentals Website

There are 4 main colours throughout the website.

There are two blue colours:

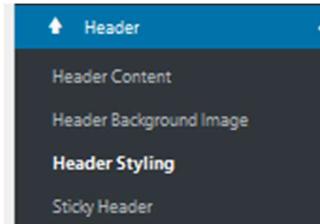
Aqua Colour:	#2897CE
Dark Blue Colour:	#011B7A
White:	#FFFFFF
Black:	#000000

0481 177 953 | info@lucindaholidayrentals.com.au

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## Header Styling

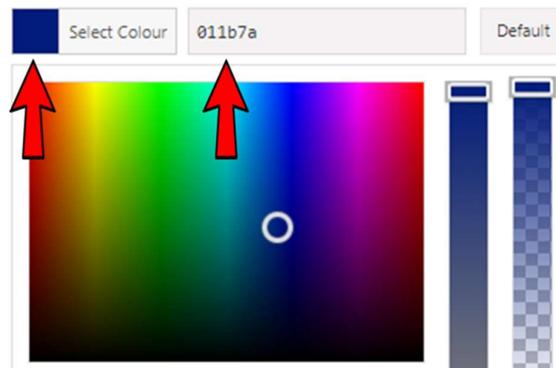
Select Header > Header Styling



These are the settings we need to change for the Header Styling

- Header Background Colour **#011B7A** (dark blue)
- Header Border Colour **#2897CE** (aqua)
- Header Top Background Colour **#2897CE** (aqua)
- Header Tagline Font Size **40px**
- Header Tagline Font Colour **#FFFFFF** (white)

### The Trick to Add Colour Numbers



Click on the square colour box on the left hand side and the colour spectrum and colour code box appear on the right. Backspace over the colour number that is there.

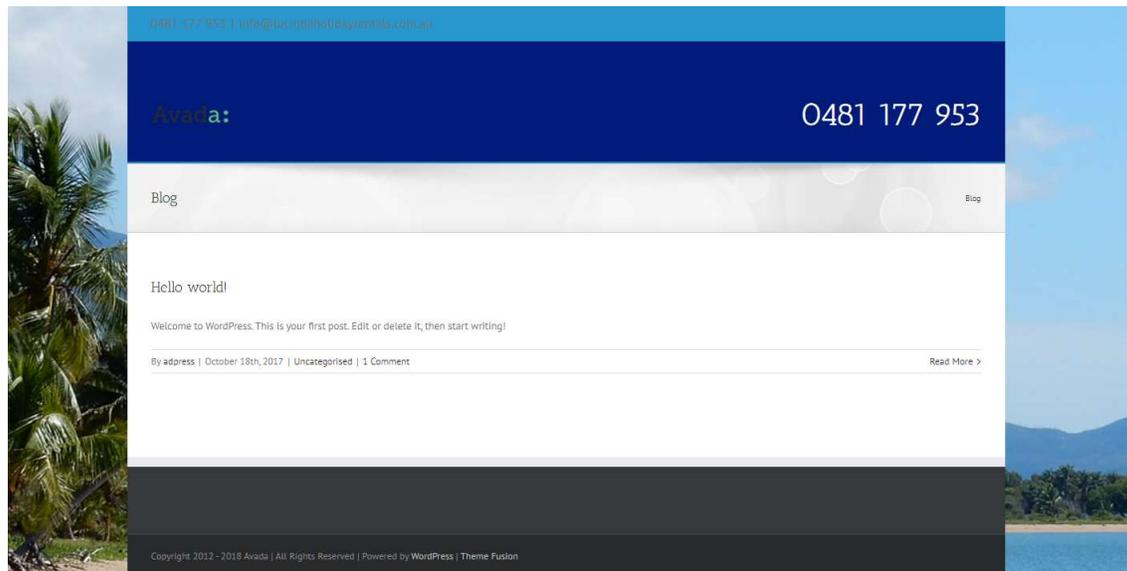
Type the new colour number in without the # and after the 6 digits is entered the # will appear and the colour you expect to be there will change.

**Don't insert the #, the system will do this for you.**

Now select **Save Changes** for all of these Header Styling changes



Look at your **View** tab now and the changes are starting to take shape.



## Secondary Top Menu

This is the menu right up the top where we have the phone number and email address.



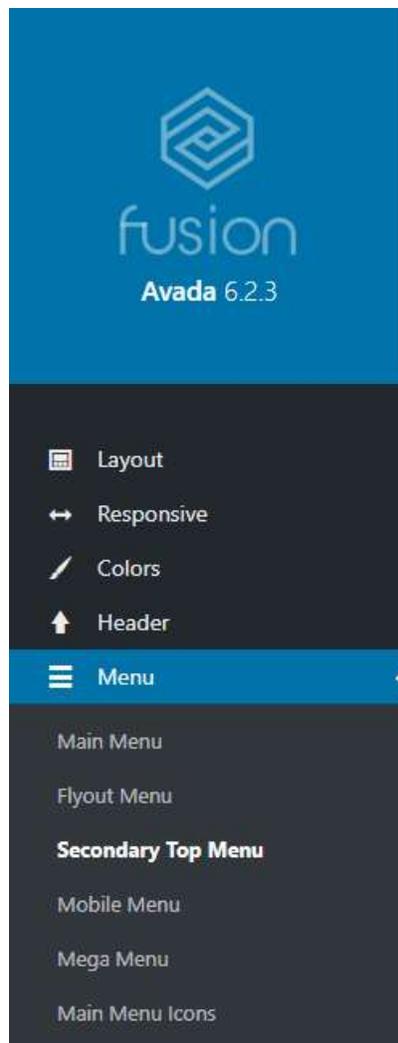
0481 311 312 | info@lucindaholidayrentals.com.au

This is the best place for these details as on a mobile version it looks like this below.



0481 311 312 |  
info@lucindaholidayrentals.com.au

The Secondary Top Menu area (aqua bar up the top) styling changes are below.



Leave the first block **Secondary Top Menu** settings at defaults.

We do need to change some of the **Secondary Top Menu Typography**

Look for this menu block halfway down the page.

Secondary Top Menu Typography

- Secondary Menu Font Size – **16px**
- Secondary Menu Line Height – **44px**
- Secondary Menu Font Colour – White **#FFFFFF**
- Secondary Menu Dropdown Font Colour – Grey **#747474**
- Secondary Menu Dropdown Font Hover Colour – Black **#000000**

Select **Save Changes**



Take a look in **View** mode now and you should see the top secondary menu bar styling completed.

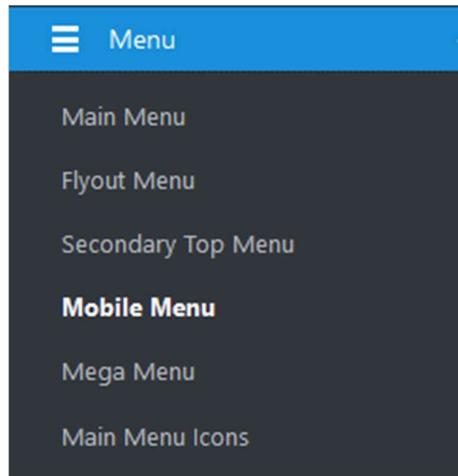


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## Mobile Header Background Colour

This needs to be the dark blue **#011B7A**

Select **Mobile Menu** under **Menu** item on the left Avada menu.



---

### Mobile Header Background Color

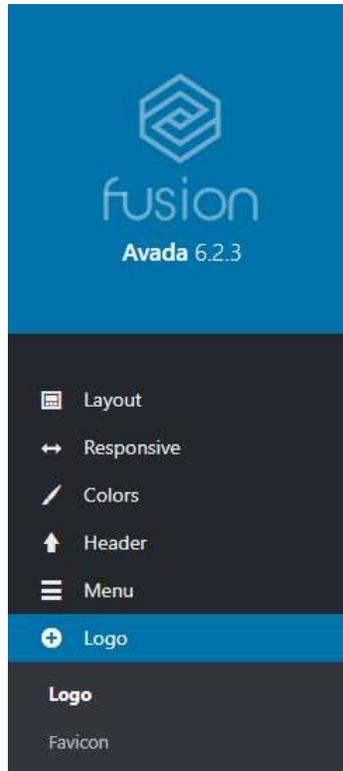
Controls the background color of the header on mobile devices.



This will force the header of the mobile version to be the dark blue colour.

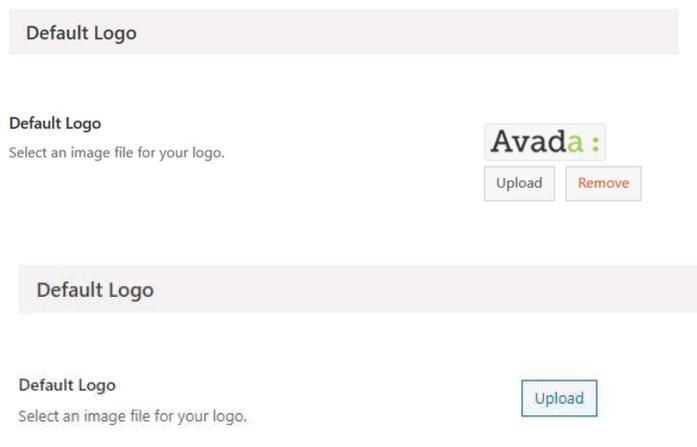
## Header Logo Image

Navigate back to the main Avada dashboard area and select **Logo**

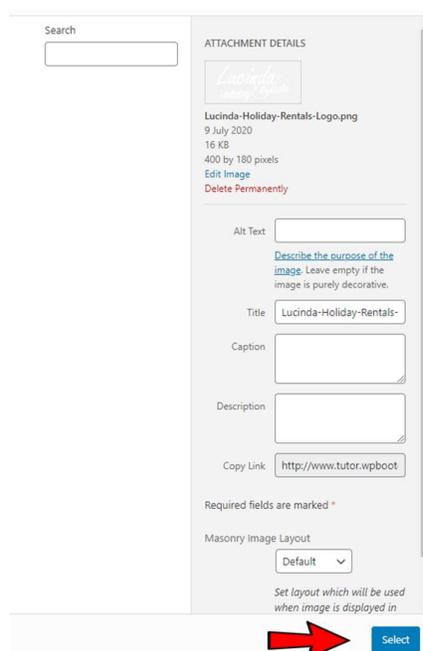
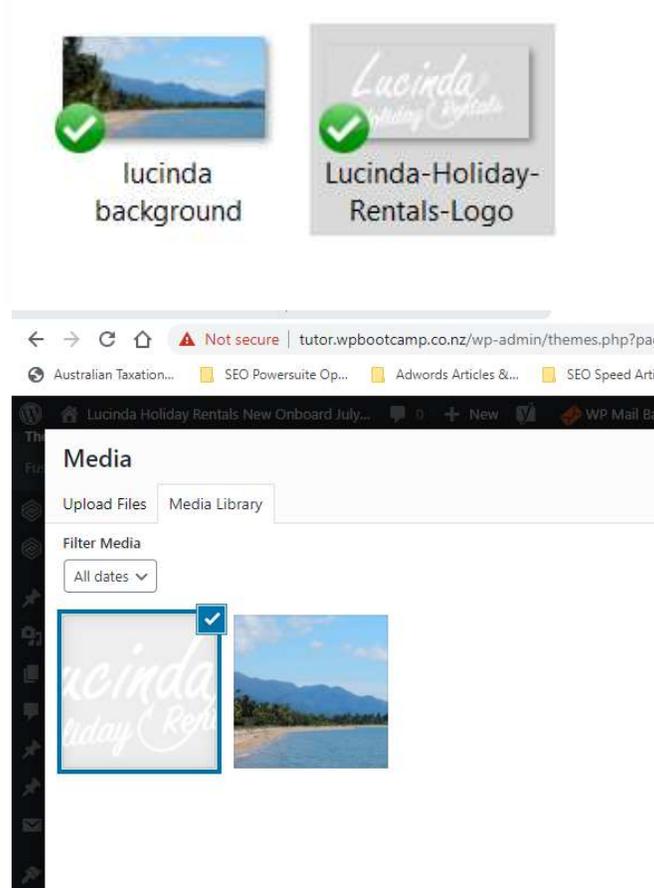


Now we need to upload the **Logo** image from the **Templates** folder.

Click on **Remove** first to remove the default logo. We also need to change the default Logo Margins.



Now select **Upload** from the Default Logo area below and upload the Lucinda-Holiday-Rentals-Logo which looks like the below in your **Templates** folder.



**Logo**

**Logo Alignment**  
Controls the logo alignment. "Center" only works on Header 5 and Side Headers.

Left  Center  Right

**Logo Margins**  
Controls the top/right/bottom/left margins for the logo. Values including any valid CSS unit, ex: 31px, 31px, 0px, 0px.

↑ 0px → 0px ↓ 0px ← 0px

change from 31px by default to 0px to align the logo in the centre height and width wise

**Logo Custom Link URL**  
Enter a custom URL the site logo should link to. Leave empty to let logo link to the home page.

\_\_\_\_\_

**Default Logo**

**Default Logo**  
Select an image file for your logo.

→  our logo uploaded here and the default Avada one removed

Upload Remove

**Retina Default Logo**  
Select an image file for the retina version of the logo. It should be exactly 2x the size of the main logo.

Upload

Select the image and **Save**

Select **Save Changes** and we are pretty much finished with the **Header** area.

Switch to **View** mode and check your website is starting to look like this.



## Footer & Copyright Area

We now need to create the area down the bottom called the Footer and the Copyright bar below that.

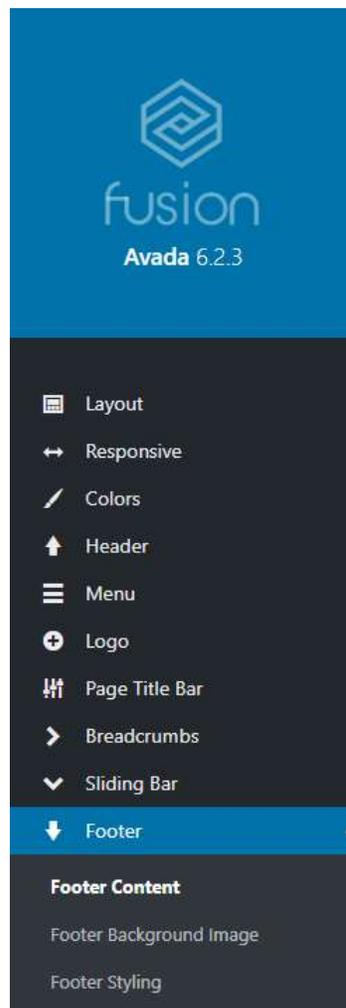


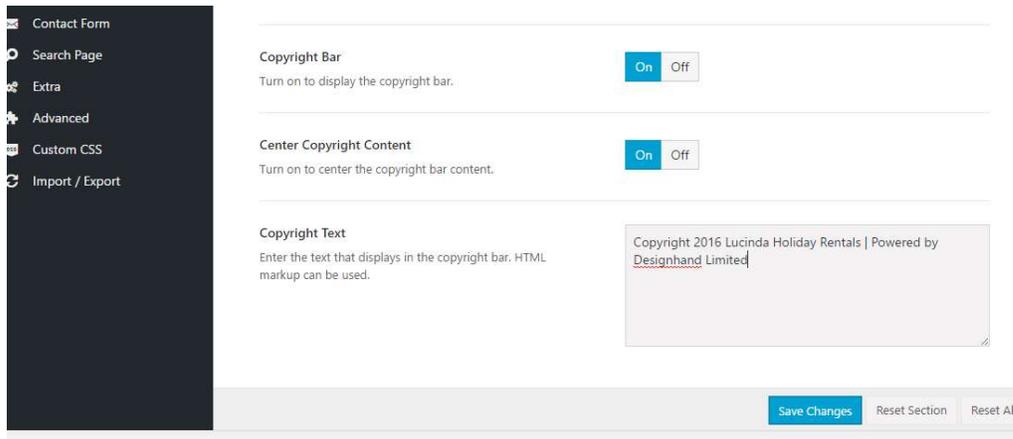
Lets start on the Copyright bar at the bottom, dark blue with white text.

## Copyright Bar Styling

Now we need to edit the settings, add content and style the Copyright bar.

Select **Footer>Footer Content** from the main Avada dashboard menu.





- Set the Copyright Bar to **On**
- Centre the Copyright Content to **On**

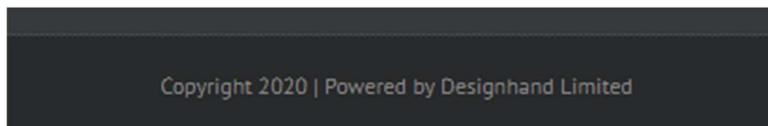
Edit the Copyright Text to whatever you like, mine is fitting with the website we are building.

**Copyright 2020 | Powered by Designhand Limited**

Select **Save Changes**



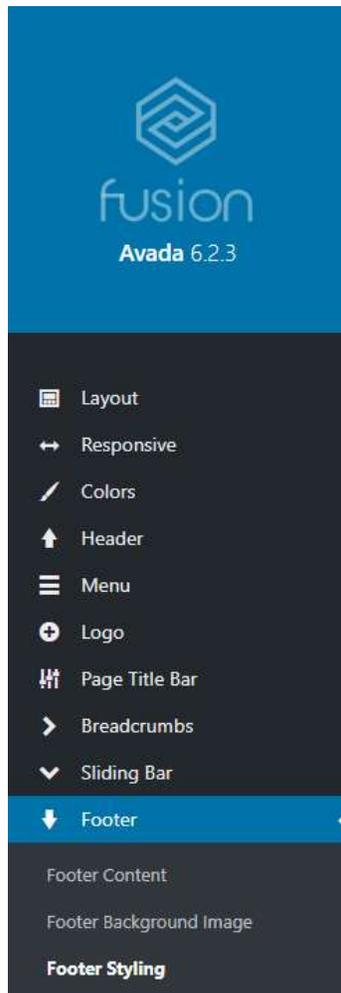
This is what it now looks like on your View tab.



Now lets colour this the **dark blue colour #011B7A** and change the text colour to **white #FFFFFF**.

## Copyright Background Colour

Select from the Avada dashboard menu **Footer>Footer Styling**



Set the **Copyright Background Colour** to be our (dark blue) colour **#011B7A**



Now we need to change the **Copyright Text Colour** to (white) **#FFFFFF** and **Save Changes** (NB – this is further down in the Footer Typography section..confusing I know)



Now lets look at this in **View** mode.



## Footer Styling

Now set the Footer Font Colour to White #FFFFFF

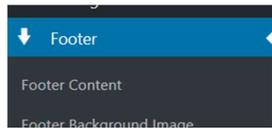
### Footer Font Color

Controls the text color of the footer font. [This is a dependent option that always stays visible because other Page Options can utilize it.](#)

Select Colour #FFFFFF Default



Footer Link Colour to white #FFFFFF



### Footer Background Color

Controls the background color of the footer. [This is a dependent option that always stays visible because other Page Options can utilize it.](#)

Select Colour #2897ce Default



### Footer Link Color

Controls the text color of the footer link font. [This is a dependent option that always stays visible because other Page Options can utilize it.](#)

Select Colour #FFFFFF Default



Footer Widget Divider Colour needs to be a light grey #CCCCCC.

### Footer Widget Divider Color

Controls the divider color in the footer widgets.

Select Colour



Footer Link Hover Colour needs to be a grey colour when the link is hovered over

### Footer Link Hover Color

Controls the text hover color of the footer link font. [This is a dependent option that always stays visible because other Page Options can utilize it.](#)

Select Colour #333333 Default



Footer Background Colour needs to be the aqua colour #2897CE

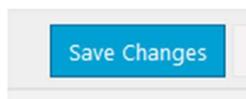
### Footer Background Color

Controls the background color of the footer. [This is a dependent option that always stays visible because other options can utilize it](#)

Select Colour #2897ce Default



Save Changes



## Typography

To change the font size of the menus in the footer we need to make the main text font size across the website to be **16px**. Go to **Typography > Body Typography**



### Body Typography

These settings control the typography for all body text.

Font Family

PT Sans

Font Weight & Style

Normal 400

Font Size

16px

Line Height

1.5

Font Color

Select Colour

Save Changes

Select **Save Changes** and our template is complete apart from the menu blocks that go in the footer area which we will do shortly.



To add the footer menus we need to first create all the pages for the website as these pages need to be added to each menu.

---

## Menu area. Add menus and settings for menus separately

### Main Menu Styling Settings



We need to set some **Main Menu** settings as follows:

- Main Menu Height - **63**
- Main Menu Highlight Style set to **Top Bar**
- Main Menu Highlight Bar Size – **3**
- Main Menu Item Padding – **25**
- Main Menu Item Padding on Mobile - **25**
- Main Menu Drop Shadow – **On**
- Main Menu Dropdown Border Size - **3**

More **Main Menu** settings as follows:

- Main Menu Dropdown Width – **180**
- Main Menu Dropdown Item Padding – **35**
- Main Menu Dropdown Divider – **On**
- Main Menu Dropdown Indicator – **None**
- Main Menu Search Icon – **Off**
- Main Menu Icon Circle Borders – **Off**

### Main Menu

#### Main Menu Height

Controls the menu height. In pixels.

63



#### Main Menu Highlight Style

Controls the highlight style for main menu links and also affects the look of menu dropdowns. Arrow style cannot work with a transparent header background. Bar highlights will display vertically on side header layouts. IMPORTANT: Arrow & Background style can require configuration of other options depending on desired effect. [See this post for more information.](#)

Top Bar Bottom Bar Arrow Background Color Only

#### Main Menu Highlight Bar Size

Controls the size of the menu highlight bar. In pixels.

3



#### Main Menu Item Padding

Controls the right padding for menu text (left on RTL). In pixels.

25



#### Main Menu Item Padding On Mobile

Controls the right padding for menu text (left on RTL) when the normal desktop menu is used on mobile devices. In pixels.

25



#### Main Menu Drop Shadow

Turn on to display a drop shadow on menu dropdowns.

On Off

#### Main Menu Dropdown / Mega Menu Animation

Controls the animation type for all sub-menus.

Fade Slide

#### Main Menu Dropdown Top Border Size

Controls top border size of dropdown menus and mega menus. In pixels.

3



---

**Main Menu Dropdown Width**  
Controls the width of the dropdown. In pixels.  

---

**Main Menu Dropdown Item Padding**  
Controls the top/bottom padding for dropdown menu items. In pixels.  

---

**Main Menu Dropdown Divider**  
Turn on to display a divider line on dropdown menu items.  On  Off

---

**Main Menu Dropdown Indicator**  
Turn on to display arrow indicators next to parent level menu items.  Parent  Parent + Child  None

---

**Main Menu Search Icon**  
Turn on to display the search icon in the main menu.  On  Off

---

**Main Menu Icon Circle Borders**  
Turn on to display a circle border on the cart and search icons.  On  Off

---

[Save Changes](#)

More **Main Menu** settings as follows, leave as defaults:

**Menu Highlight Label Radius**  
Controls the border radius of all your menu highlight labels. Enter value including any valid CSS unit, ex: 0px.

---

**Main Menu Dropdown Background Color**  
Controls the background color of the main menu dropdown.

---

**Main Menu Dropdown Background Hover Color**  
Controls the background hover color of the main menu dropdown.

---

**Main Menu Dropdown Separator Color**  
Controls the color of the separators in the main menu dropdown.

---

**Main Menu Background Color For Header 4 & 5**  
Controls the background color of the main menu when using header 4 or 5.

## Main Menu Typography

Move further down the page and lets set the typography of the **Main Menu**:

- Font Family – **PT Sans**
- Font Weight & Style – **Normal 400**
- Font Size – **16px**
- Font Colour – **Black #000000**
- Main Menu Font Hover/Active Colour - **#2897ce (aqua)**
- Main Menu Text Align – **Centre**
- Main Menu Dropdown Font Colour – **Black #000000**
- Main Menu Dropdown Font Size – **13px**
- Side Navigation Font Size – **14px**

Main Menu Typography

**Menus Typography**  
These settings control the typography for all menus.

Font Family	Backup Font Family
PT Sans	Backup Font Family
Font Weight & Style	Font Subsets
Normal 400	Latin
Font Size	Letter Spacing
16px	0
Font Color	
<span style="background-color: black; color: black;">Select Colour</span>	
1 2 3 4 5 6 7 8 9 0 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z a b c d e f g h i j k l m n o p q r s t u v w x y z	

---

**Main Menu Font Hover/Active Color**  
Controls the color for main menu text hover and active states, highlight bar and dropdown border.

Select Colour

---

**Main Menu Text Align**  
Controls the main menu text alignment for top headers 4-5 and side headers.

Left Center Right

---

**Main Menu Dropdown Font Color**  
Controls the color for main menu dropdown text.

Select Colour

---

**Main Menu Dropdown Font Size**  
Controls the font size for main menu dropdown text. Enter value including any valid CSS unit, ex: 13px.

13px

---

**Side Navigation Font Size**  
Controls the font size for the menu text when using the side navigation page template. Enter value including any

14px

Save Changes

## Adding Pages

To create a menu for the main menu area as well as the three menu areas in the footer, we need to first create our pages for the website.

Select Pages>All Pages



There will be a default Sample Page which we need to delete. Select the **Trash** button and then create a page called **Home**.

Our website will need the following pages created:

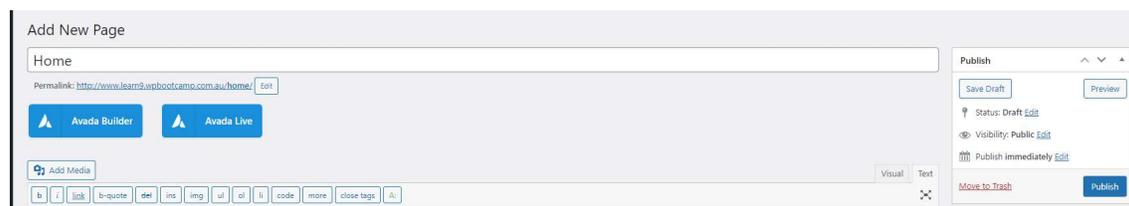
- **Home** Page – slider at the top, then free flow text area and 4 content boxes linking to respective pages
- **Lucinda Accommodation** page - general information about the accommodation on offer and some images
- **Our Facilities** page - general information about the facilities on offer and some images
- **Our Rates & Availability** page - general rates information
- **Lucinda Fishing** page - a page about fishing charters and fishing in the area
- **Around Lucinda** page - a general what to see and do page around Lucinda
- **Gallery** page - small gallery of images
- **Contact Us** page – basic contact us form

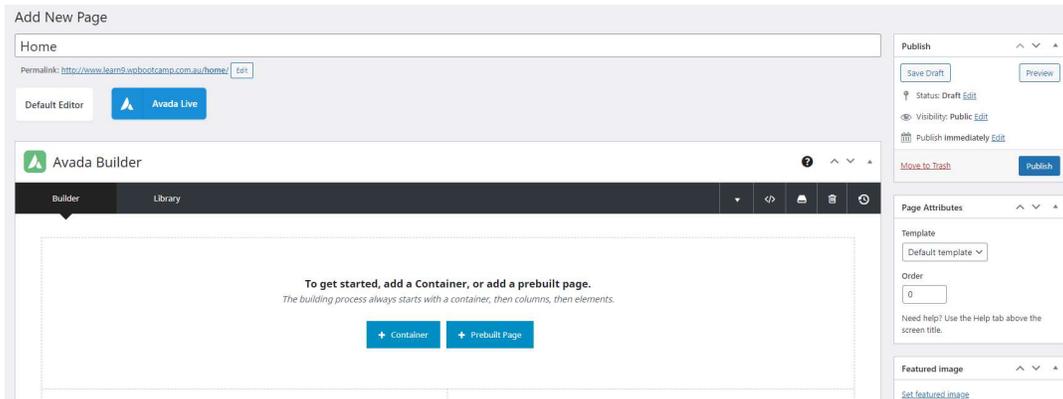
Select from the main WordPress left hand menu **Pages>Add Page**

First we need to add the **Home** page which we need to set it up to be the default static home page. Currently the way the theme works there is a default home page that has all the posts appearing on the page where we wish to create a dedicated home page that we can put our four content boxes on that link through to other content areas.

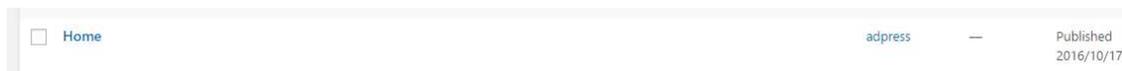
We are also going to call our page **Home**.

Create the page, select the **Avada Builder** button and then click on **Publish** on the right hand side.





Go back to **Pages>All Pages** and you should see this screen below.



Now go and add all the other pages in the same way.

<input type="checkbox"/>	<a href="#">Home</a>	adpress	—	Published 2016/10/17
<input type="checkbox"/>	<a href="#">Around Lucinda</a>	adpress	—	Published 2016/10/17
<input type="checkbox"/>	<a href="#">Contact Us</a>	adpress	—	Published 2016/10/17
<input type="checkbox"/>	<a href="#">Gallery</a>	adpress	—	Published 2016/10/17
<input type="checkbox"/>	<a href="#">Home</a>	adpress	—	Published 2016/10/17
<input type="checkbox"/>	<a href="#">Lucinda Accommodation</a>	adpress	—	Published 2016/10/17
<input type="checkbox"/>	<a href="#">Lucinda Fishing</a>	adpress	—	Published 2016/10/17
<input type="checkbox"/>	<a href="#">Our Facilities</a> <small>Edit   Quick Edit   Trash   View</small>	adpress	—	Published 2016/10/17
<input type="checkbox"/>	<a href="#">Our Rates &amp; Availability</a>	adpress	—	Published 2016/10/17
<input type="checkbox"/>	Title	Author	🗨	Date

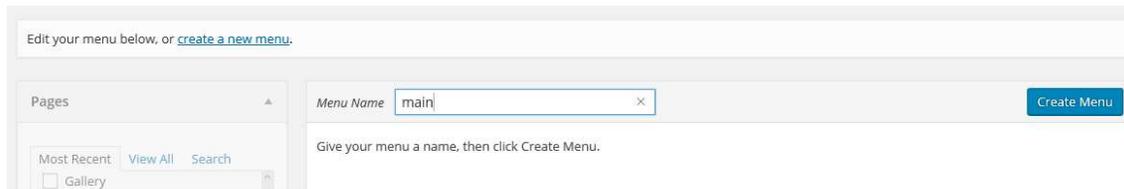
## Creating the Menus

We now need to create the main menu across the middle of the website which is often called the 'Global Navigation' as it is accessible from any page on the website.

Go back to the main WordPress menu and select **Appearance>Menus**

We are going to create 5 menus:

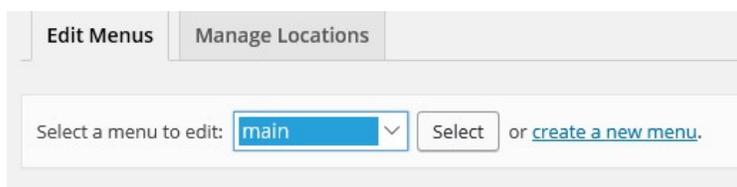
- **main** menu - this will be our global navigation
- **footer menu 1** (Home & Accommodation)
- **footer menu 2** (Our Rates & Availability & Our Facilities)
- **footer menu 3** (Around Lucinda & Gallery)
- **footer menu 4** (Lucinda Fishing & Contact Us)



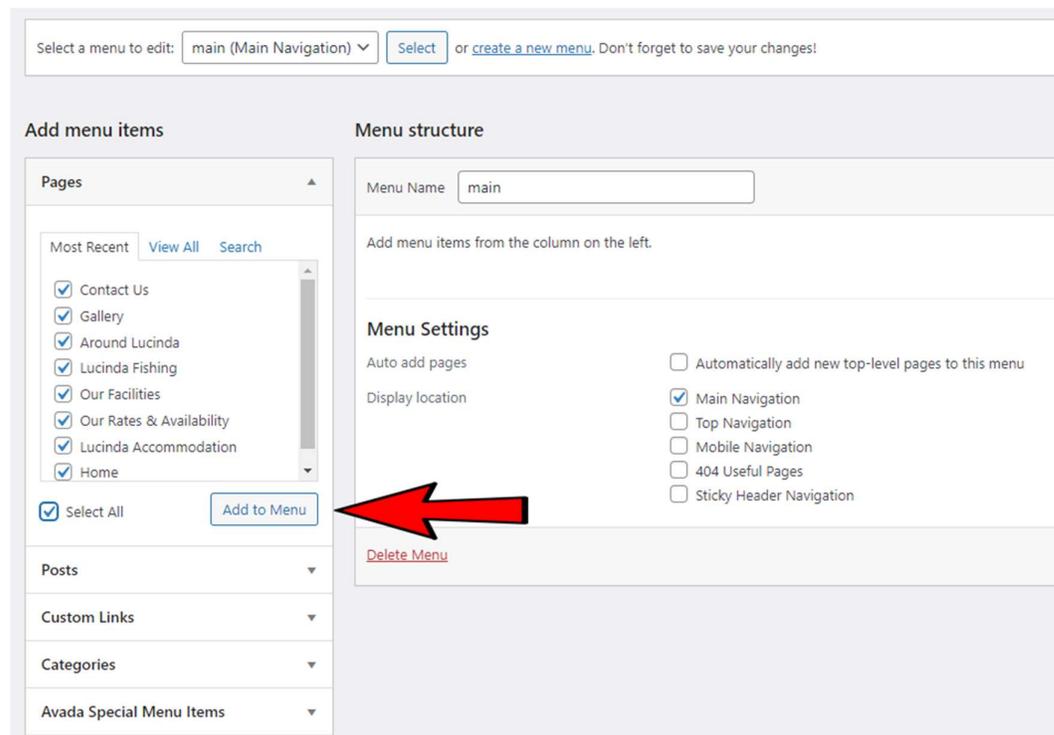
Type **main** in to the **Menu Name** box and select **Create Menu**

Repeat this process for footer menu 1, footer menu 2, footer menu 3, footer menu 4

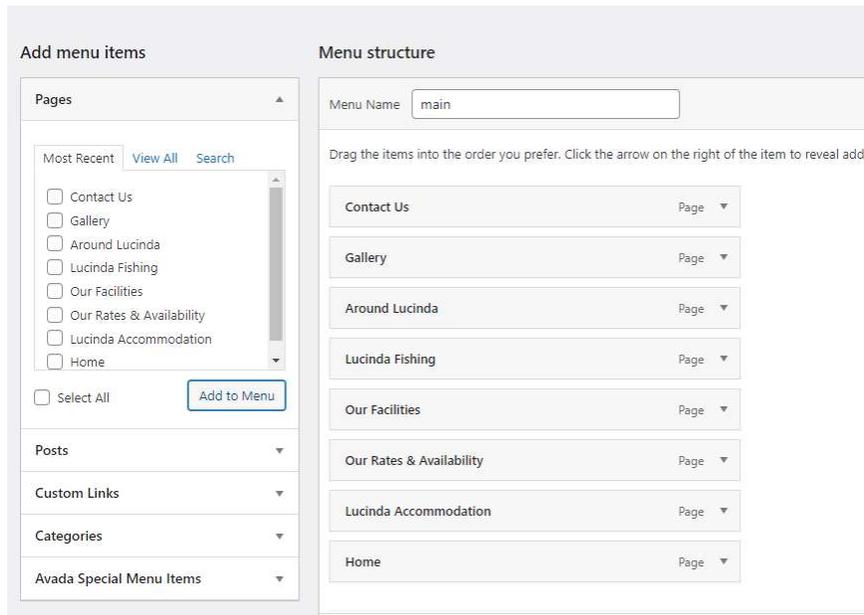
Go back and select the **main** menu as we are going to add pages to the menu now.



Click on **Select All** over on the left under Pages and then **Add to Menu**

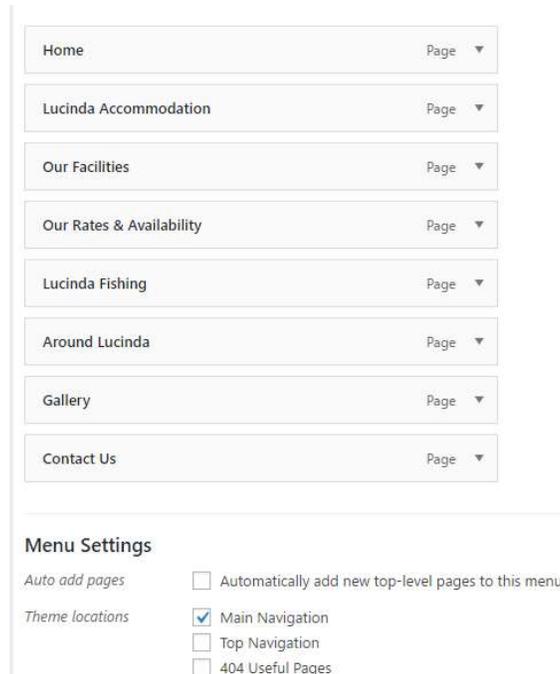


This is what it will look like below and we need to re-order these. Drag and drop them to the right order then Save Menu.

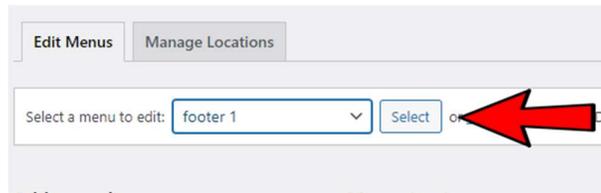


These will be out of order and you can just drag them in to the right order.

Then select **Main Navigation** down the bottom then click **Save Menu**.



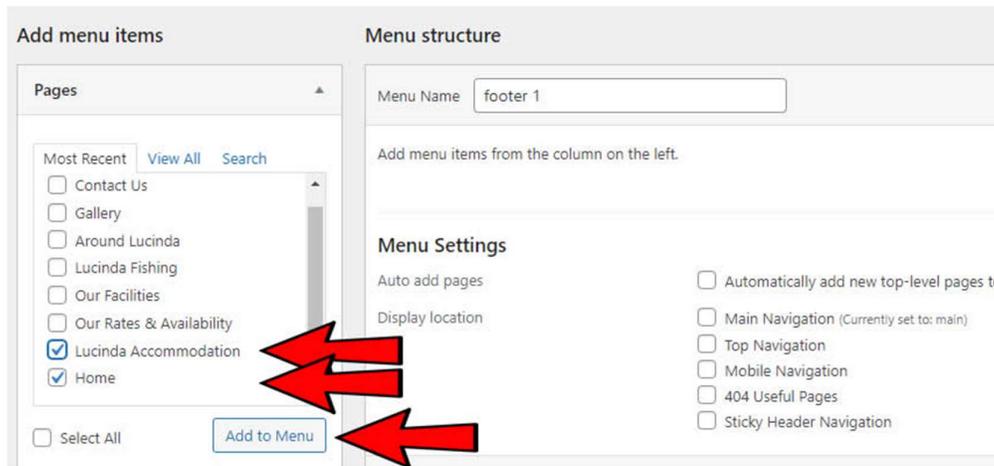
Select one of the Footer menus and we are now going to populate all of the 4 footer menu areas.



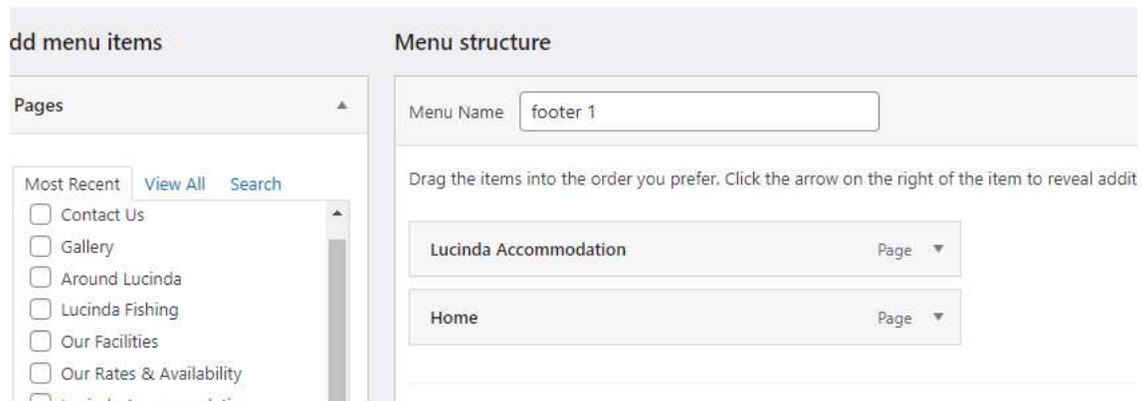
Same process as before but we are adding these pages below to each of the footer menus then selecting **Save Menu**. These **do not** need to have **Primary/Main Menu** selected. Leave this unselected.

- footer menu 1 (**Home & Accommodation**)
- footer menu 2 (**Our Rates & Availability & Our Facilities**)
- footer menu 3 (**Around Lucinda & Gallery**)
- footer menu 4 (**Lucinda Fishing & Contact Us**)

Now add each page to the relevant menu using the guide below. The **Save** each menu. Just like the main menu these will be out of order as below.



Click and drag to resort then click **Save Menu**.

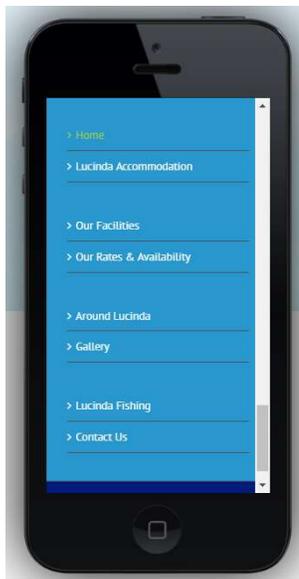


**Repeat this for Footers 2,3 & 4.**

This is what your menus will look like both on mobile and desktop views once we have added the menus to the Footer Widget Areas.

We often add menus to the footer not only for reasons on visibility on a Desktop computer but also for reasons on a smartphone.

On a smartphone that uses a Hamburger menu it saves the viewer from scrolling back up to the top again.



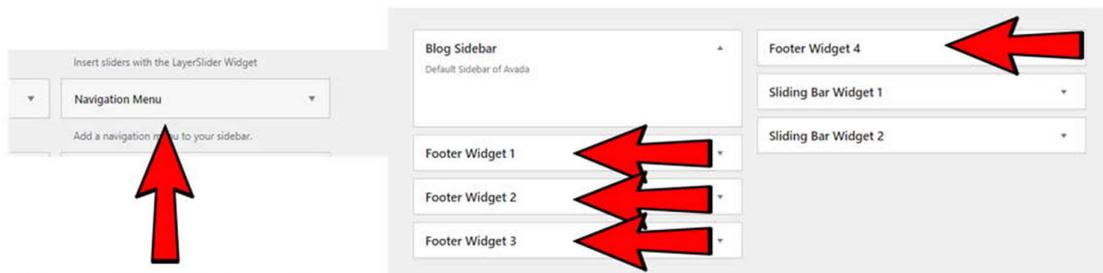
Now the fun bit is to add these 4 custom footer menus to the footer widget area.

Select **Appearance>Widgets** from the left hand main WordPress menu.

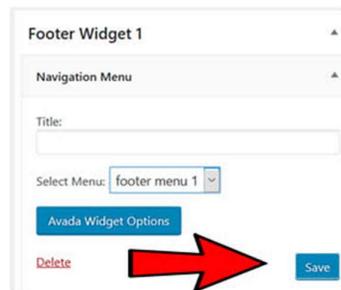
You can drag and drop from the left the **Navigation Menu** widget to the right hand **Footer Widget 1** widget area.

Select the menu there as **footer menu 1** and click **Save**.

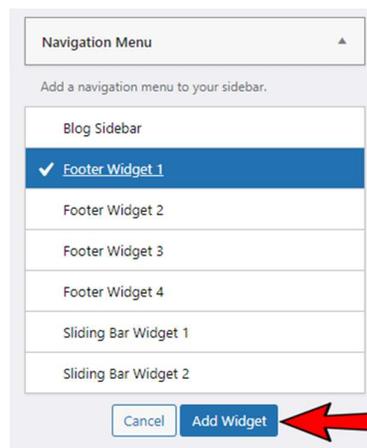
Repeat this process for the other three menu widget areas.



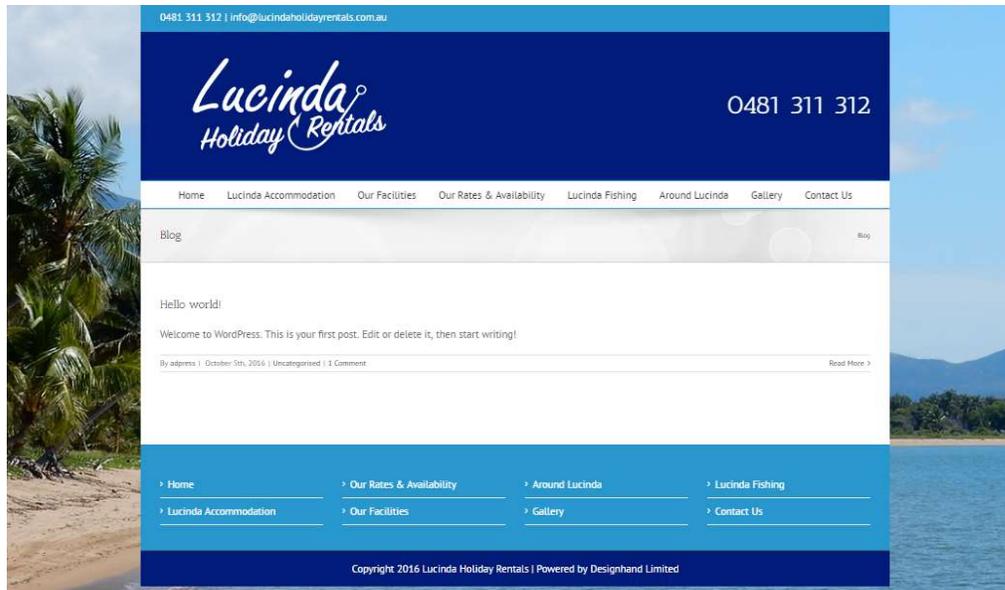
Drag and drop Navigation Menu over to each of the Footer Widgets



Or, a new way is to click on the **Navigation Menu** item and select from the dropdown box the first **Footer Widget 1** widget area.



Now we are almost there..our home page looks like this..we need to change the home page to have our Home page that we created rather than the default Blog page.



### An Extra for the Keen

We can also add a bit of CSS code in to our Avada Custom CSS area so we can set the visited pages as a different colour.

CSS stands for Cascading Style Sheets and there is a whole language or syntax as how you write CSS code. In this example we are looking to change the visited state of the menu buttons to red.

```
a:visited {color:red;}
```

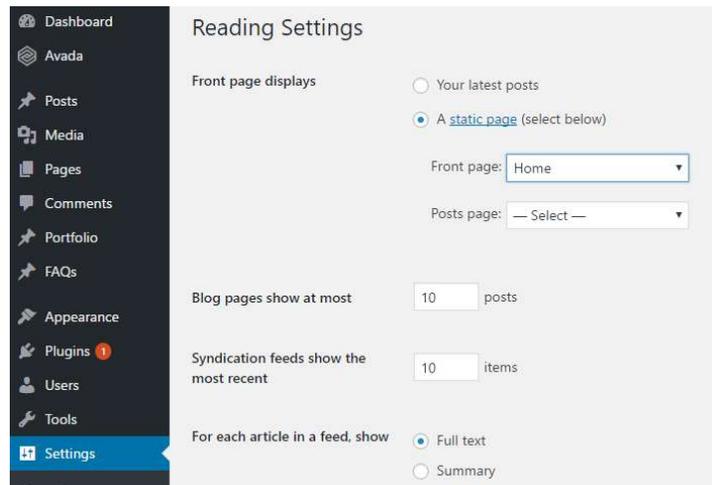
Go back to the Avada menu and select Custom CSS. Write the above in to the blank area there and click on Save then test it out.



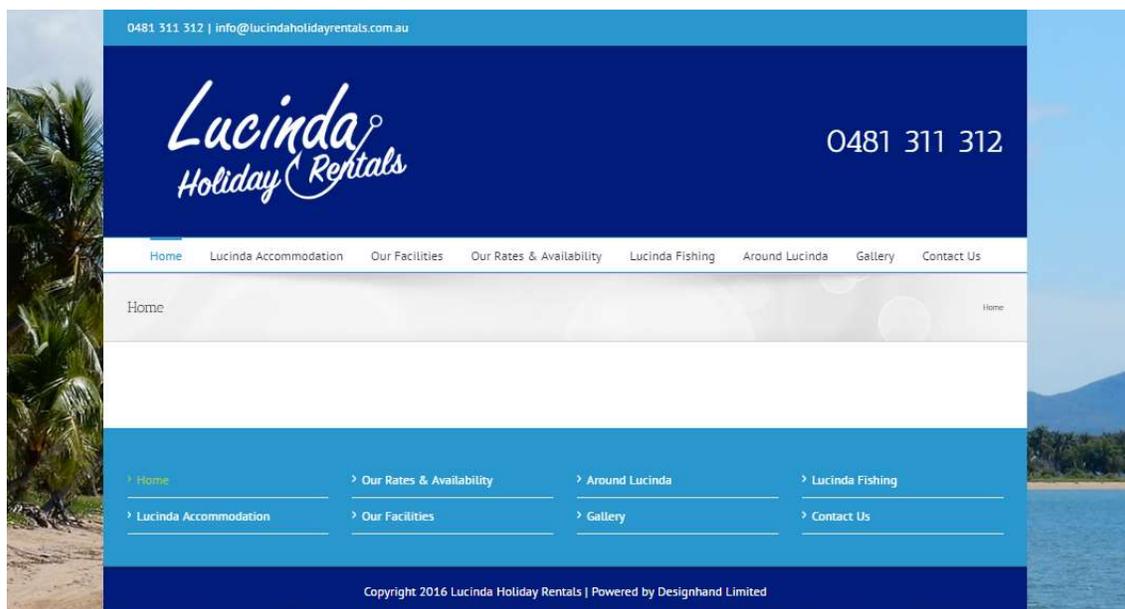
## Selecting the Default Home Page

We have by default the Blog page as our home page and we need to change the setting in WordPress so that our Home page that we created becomes the main home page.

Select **Settings>Reading Settings** and click on the bullet for **A Static Page** and select your Front Page as Home and then select Save.



This is now what we see..every page should look similar to this when you move through the main menu.



---

## Module 5 – Building the Content Pages for Lucinda Holiday Rentals

Once our website template has been built, we now need to add all the content to the website.

Our pages are below:

- Home
- Lucinda Accommodation
- Our Facilities
- Our Rates & Availability
- Lucinda Fishing
- Around Lucinda
- Gallery
- Contact Us

All the files that you are need are already prepared in a folder for you called WordPress Bootcamp and a sub folder called Content. Inside Content the structure is below and in this part of the course we use the folders called 'page text' and 'page images'.

Name
home page boxes
home page slider images
page images
page text
template files

## Avada Slider Configuration

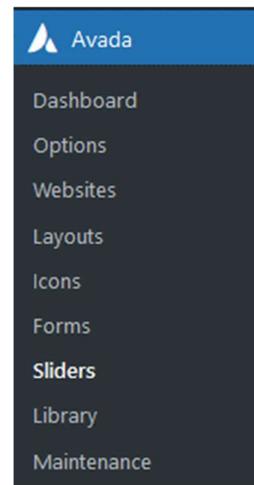
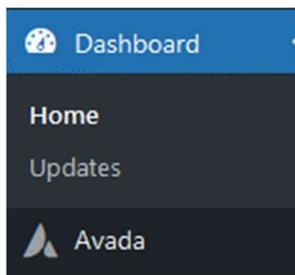
The main Avada Slides on the Home Page are 1160px wide and 400px high. Later on we create 7 more sliders and slides for the content sliders on the content pages.

Our slider images are **1160px wide** and **400px tall**.



Go back to the main Dashboard in WordPress so that you are starting from a known reference point.

Now on the Avada menu on the left click on the sub menu **Sliders**



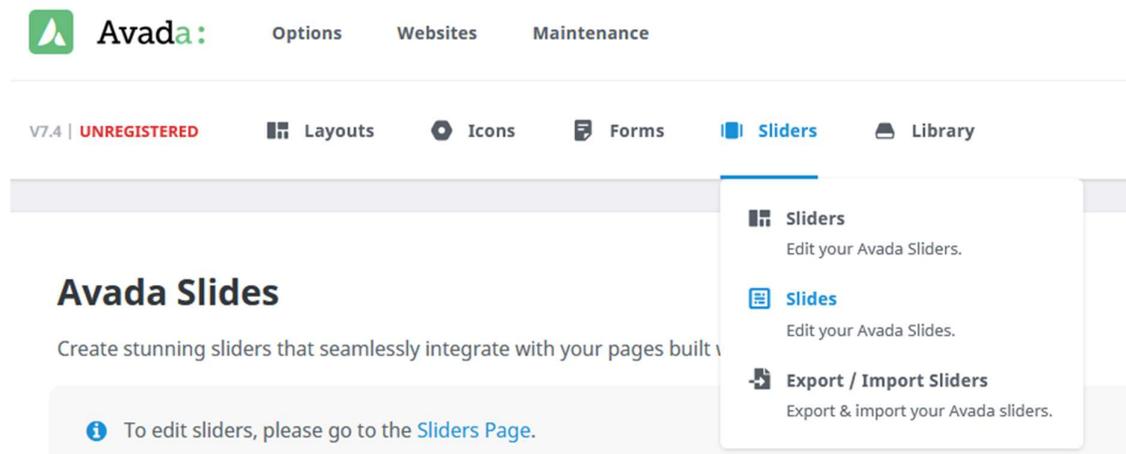
Under Name type in **Home Page Slider** and make the slider size **1160px wide** and **400px high** then click on **Add Slider** down the bottom.



<input type="checkbox"/> Name	Shortcode	Count
<input type="checkbox"/> home page slider	home-page-slider	0

Your new slider should be showing now. Leave all the rest of the slider settings as default.

Under the **Sliders** menu up the top click on the sub menu **Slides**



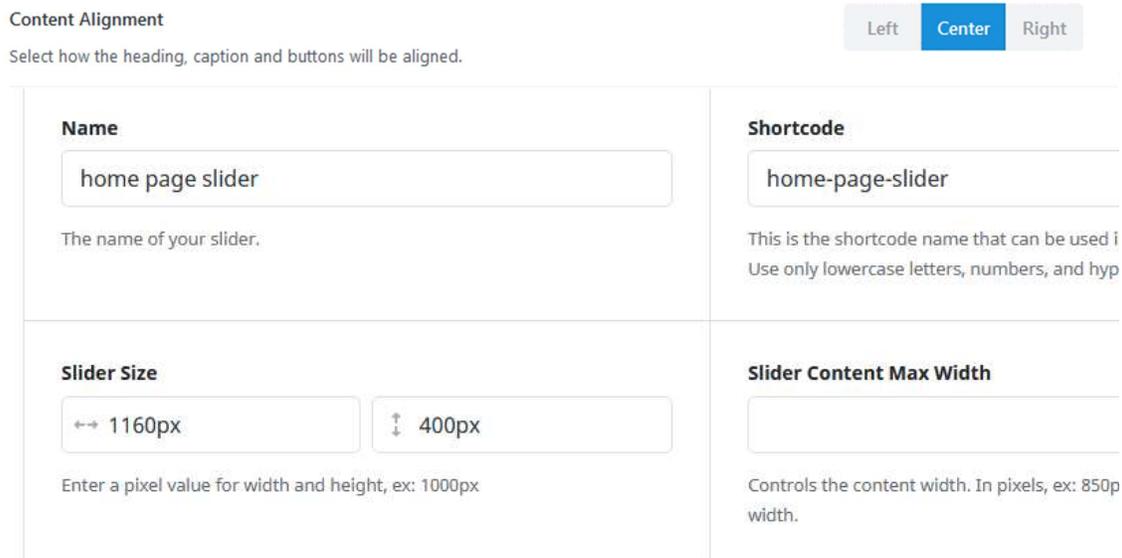
The screenshot shows the Avada theme dashboard. At the top, there are navigation links for Options, Websites, and Maintenance. Below that, a secondary navigation bar includes Layouts, Icons, Forms, Sliders (highlighted), and Library. The main content area is titled "Avada Slides" and contains a message: "To edit sliders, please go to the Sliders Page." A dropdown menu is open over the "Sliders" link, showing three options: "Sliders" (Edit your Avada Sliders), "Slides" (Edit your Avada Slides), and "Export / Import Sliders" (Export & import your Avada sliders).

Click on **Add New Slide**



Name your first one **slide 1** and then the other 3 **slide 2, slide 3, slide 4**

Select **Centre** for Content Alignment Options



The screenshot shows the "Content Alignment" settings for a slider. At the top, there are three buttons: "Left", "Center" (selected), and "Right". Below this, a message says: "Select how the heading, caption and buttons will be aligned." The main settings area is divided into four sections:
 

- Name:** Input field containing "home page slider". Description: "The name of your slider."
- Shortcode:** Input field containing "home-page-slider". Description: "This is the shortcode name that can be used i Use only lowercase letters, numbers, and hyp"
- Slider Size:** Two input fields for width and height. The width field contains "1160px" and the height field contains "400px". Description: "Enter a pixel value for width and height, ex: 1000px"
- Slider Content Max Width:** An empty input field. Description: "Controls the content width. In pixels, ex: 850p width."

Down the bottom select **Full Slide** rather than Button for Slide Link Type.

Slide Link Type

Select how the slide will link.

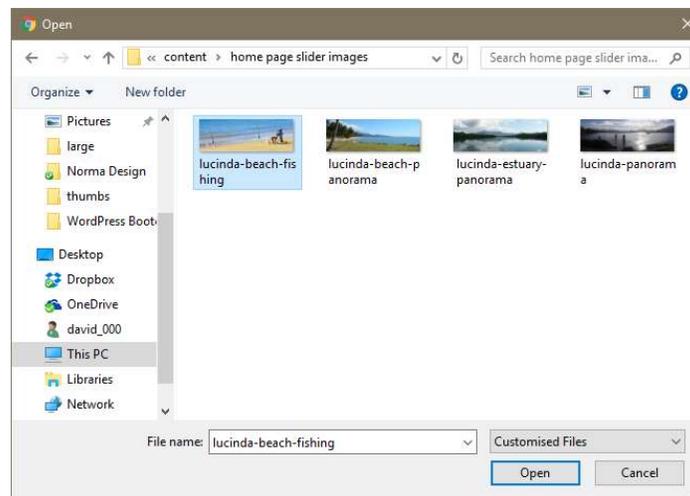


Now we need to add an image to our slide and then select the slider we wish to assign the slide to. In our case it will be **Home Page Slider**

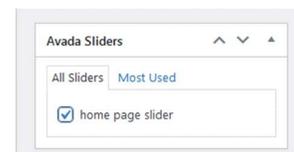
Click on **Set Featured Image** which is where we upload our image.



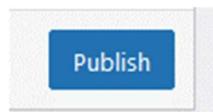
Upload the first slider image from the folder on your computer called **Home Page Slider Images**



Check the box on the right to assign the **Slide** to the **Home Page Slider**



Then click on **Publish**



After Publishing you go back to the first slider you have created.

Here there is a **Clone this Slide** option.

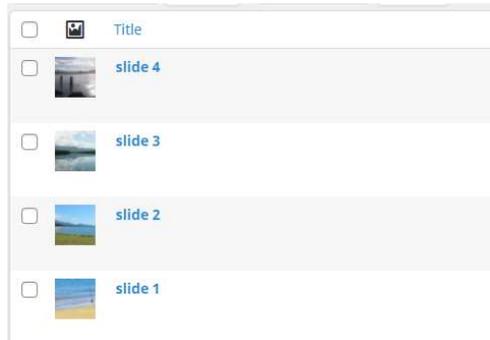


This will create a new slide exactly the same settings to the first slide. Click on the **Slider 1 (cloned)** to edit.

Backspace over slide 1 (Cloned) and type in slide 2 etc...

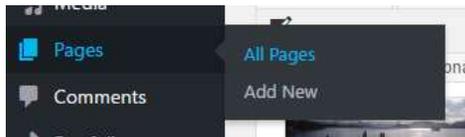
Remember as above, set to **Centre, Full Slide**, click the **check box** to **add to Home Page** Slider then **Remove Featured Image** and add the new **Set Featured Image** as above.

**Repeat for all 4 sliders.**



Now we need to add this to the Home Page.

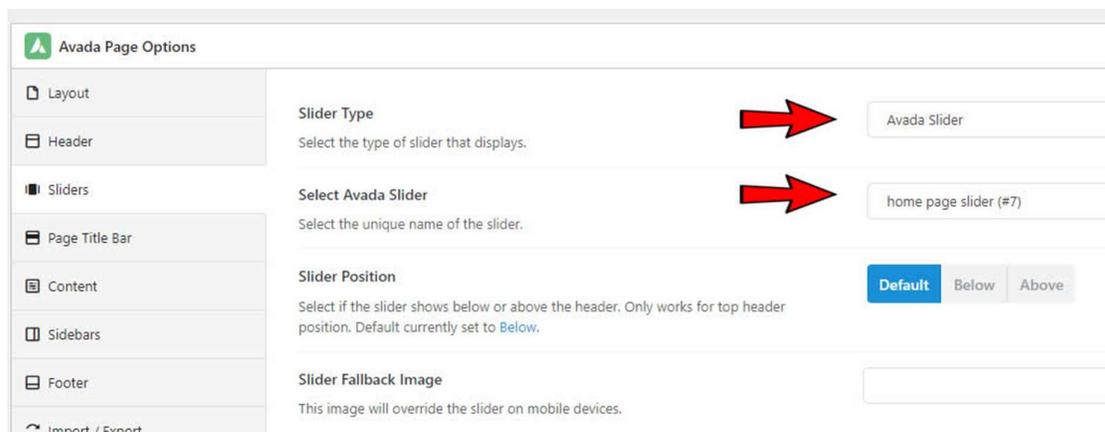
Select Pages > All Pages



Click on the **Home** page.

### Home Page

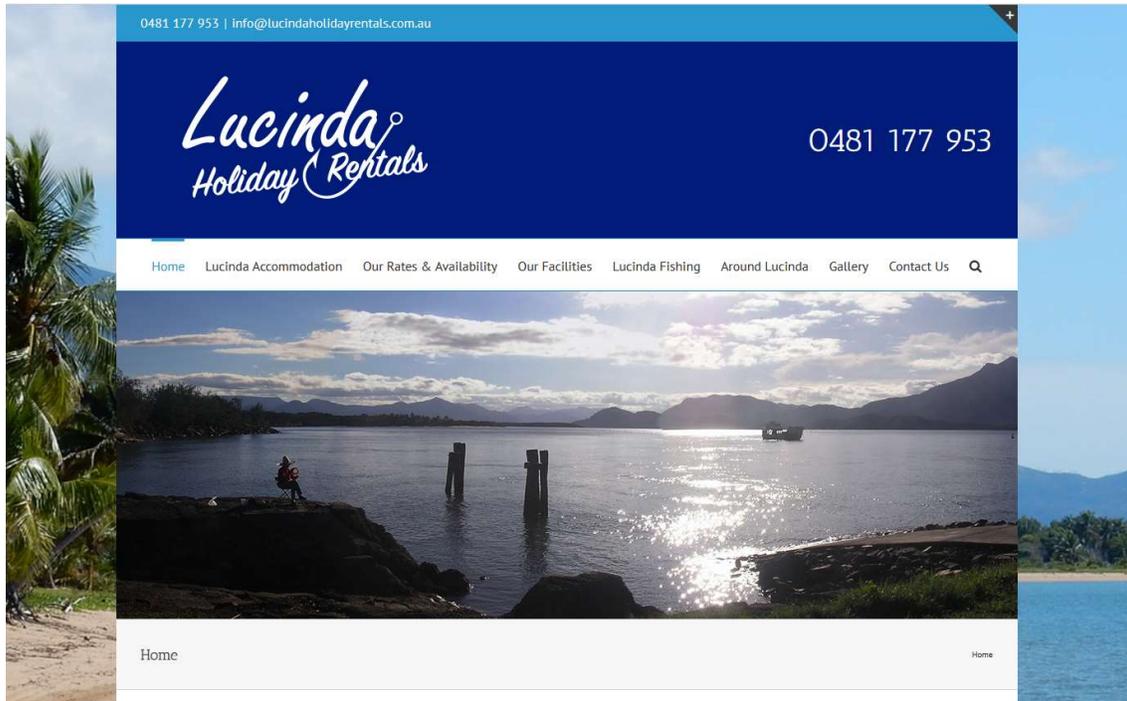
The home page for Lucinda Rentals has a slider up the top. Scroll down to the bottom area where you can see a menu and at the top of the menu is **Sliders**



Click on Update page button either down the bottom right or up the top right of the page.



This is how your Home Page should look like now we have created the Home Page Slider, 4 slides and assigned the Slider to the Home Page.



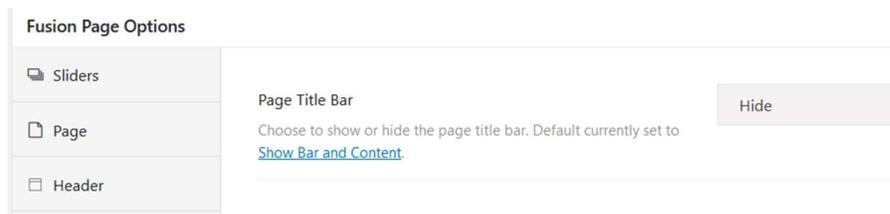
## Title Bar

While in that same area on the Home page down the bottom lets remove the **Title Bar** from the Home Page.

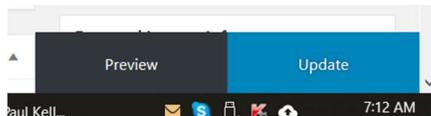


While there select the **Page Title Bar** menu item down the bottom of the menu.

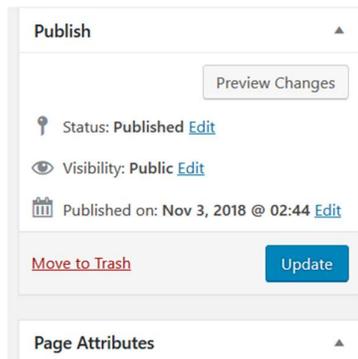
This selects if the grey **Page Title Bar** displays or not. We don't want this to display on the Home page but we should be happy for it to display on every other page. Set this to **Hide**



Now select Update on your page either by selecting down the bottom right the Preview/Update buttons or up the top right.



Up the top Right on every page is the Publish area.



.Select **View** mode in your browser and check out your **Home** page now.



## Welcome Container Block with Main Heading & Text

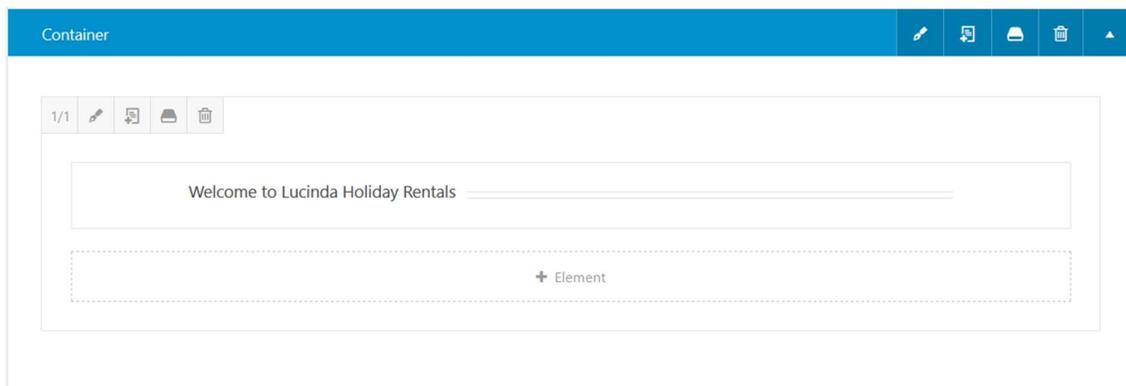
# Welcome to Lucinda Holiday Rentals

Plenty of Sunshine and a whole Lot of coast, Lucinda Holiday Rentals offers you the comforts of home in our fully self-contained accommodation. 5 Private and spacious rooms within your unit!

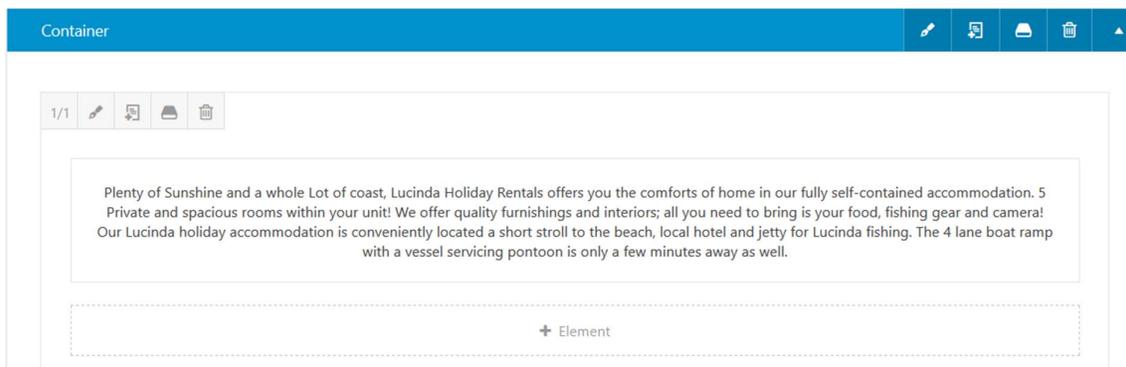
We offer quality furnishings and interiors; all you need to bring is your food, fishing gear and camera!  
Our Lucinda holiday accommodation is conveniently located a short stroll to the beach, local hotel and jetty for Lucinda fishing.

The 4 lane boat ramp with a vessel servicing pontoon is only a few minutes away as well.

## Welcome Container Heading



## Welcome Container Text



## Main Content Boxes Layout

Our **Lucinda holiday accommodation** is conveniently located a short stroll to the beach, local hotel and jetty for **Lucinda fishing**. The 4 lane boat ramp with a vessel servicing pontoon is only a few minutes away as well.



### Lucinda Accommodation

At Lucinda Holiday Rentals we have the perfect Lucinda holiday accommodation consisting of three spacious and self-contained units.



### Lucinda Fishing

If you are looking for some of the best fishing in Australia, Lucinda fishing is one of the most famous spots for fishing enthusiasts.



### Around Lucinda

Besides being famous for fishing at Lucinda, there is a whole big region to discover and a multitude of activities to do.



### Fishing Charters

When you stay at Lucinda Holiday Rentals, you have some of the most magnificent fishing charters available to you.

All photos supplied courtesy and copyright to Russell Keally

Container

1/4



Image

— Separator

Lucinda Accommodation

At Lucinda Holiday Rentals we have the perfect Lucinda holiday accommodation consisting of three spacious and self-contained units.

1/4



Image

— Separator

Lucinda Fishing

If you are looking for some of the best fishing in Australia, Lucinda fishing is one of the most famous spots for fishing enthusiasts.

1/4



Image

— Separator

Around Lucinda

Besides being famous for fishing at Lucinda, there is a whole big region to discover and a multitude of activities to do.

1/4



Image

— Separator

Fishing Charters

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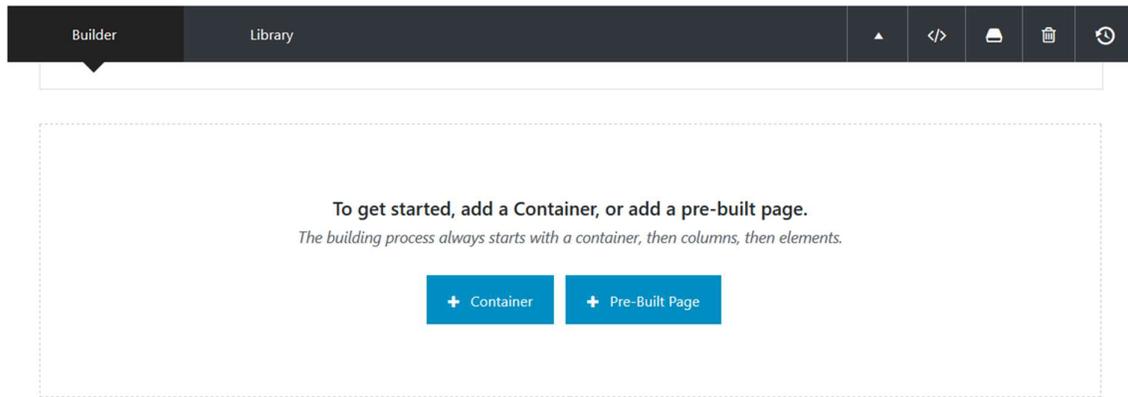
### Fishing Charters

When you stay at Lucinda Holiday Rentals, you have some of the most magnificent fishing charters available to you.

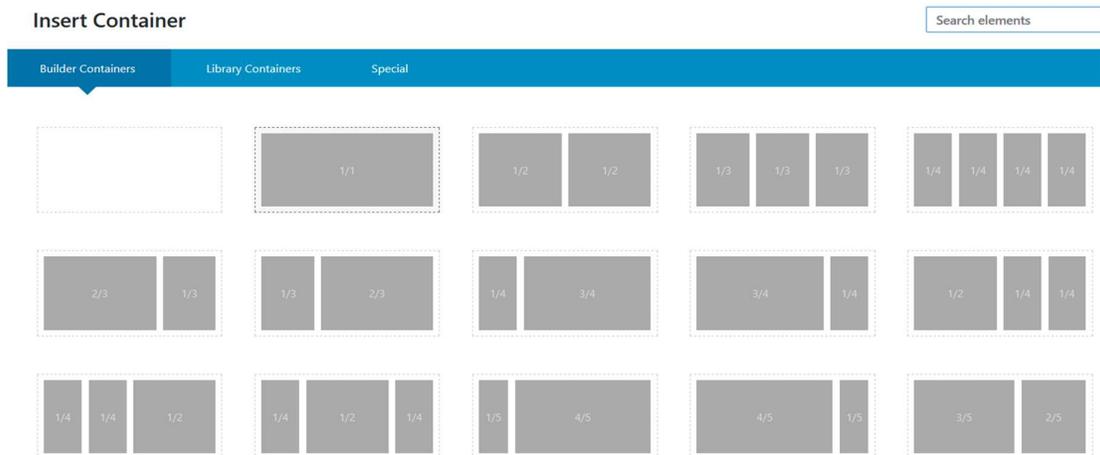
Lets start

Welcome Heading

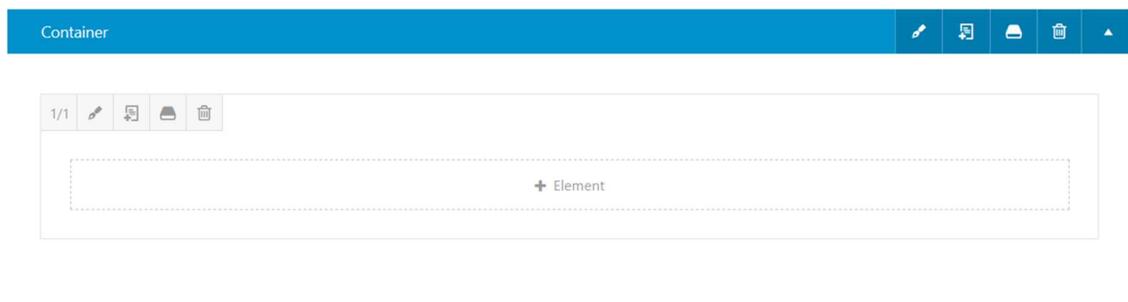
Add a full width container



Lets create a **full width container**. It is good when you work with content blocks to make a master container then put other containers inside this.

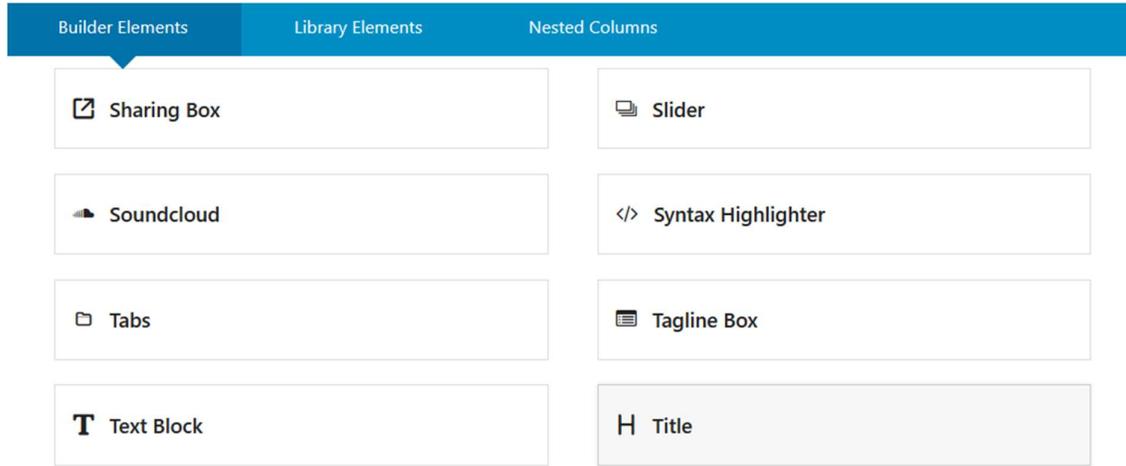


This is what the layout looks like with an empty container.



Now click on **+ Element**

Add a Title



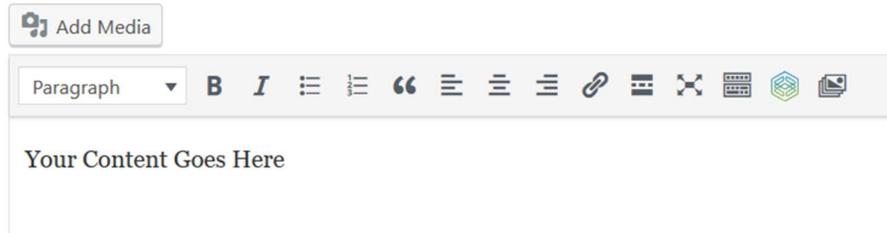
The image shows the Gutenberg editor's element selection screen. At the top, there are three tabs: 'Builder Elements', 'Library Elements', and 'Nested Columns'. Under 'Builder Elements', there are four options: 'Sharing Box', 'Soundcloud', 'Tabs', and 'Text Block'. Under 'Library Elements', there are four options: 'Slider', 'Syntax Highlighter', 'Tagline Box', and 'Title'. The 'Title' option is highlighted with a grey background.

Where the text says Your Content Goes Here type Welcome to Lucinda Holiday Rentals



The image shows the top of the Gutenberg editor with two tabs: 'General' and 'Design Options'. The 'General' tab is selected and highlighted with a blue background.

Title  
*Insert the title text.*



The image shows the Gutenberg editor's toolbar and text area. The toolbar is set to 'Paragraph' and includes icons for bold, italic, list, ordered list, quote, link, unlink, table, code, and image. The text area contains the placeholder text 'Your Content Goes Here'.

Title  
*Insert the title text.*



The image shows the Gutenberg editor's toolbar and text area. The toolbar is set to 'Heading 1' and includes icons for bold, italic, list, ordered list, quote, link, unlink, table, code, and image. The text area contains the text 'Welcome To Lucinda Holiday Rentals' in a large, bold, blue font.

Highlight the heading that you have just created and for the **Home Page** we are going to make this **Heading 1** as the main heading on the page.

The reason for this is:

Every web page needs **ONE H1** (HTML main Heading) on the page, not two.

When we have a **Page Title Bar** this becomes by default the main heading (**H1**) but on the **Home Page** we have removed the **Page Title Bar**. All other pages will have the main **Page Title Bar** so have the **H1** heading by default.

In HTML this looks like the below in code, click on **Text View** and this below is what you will see:

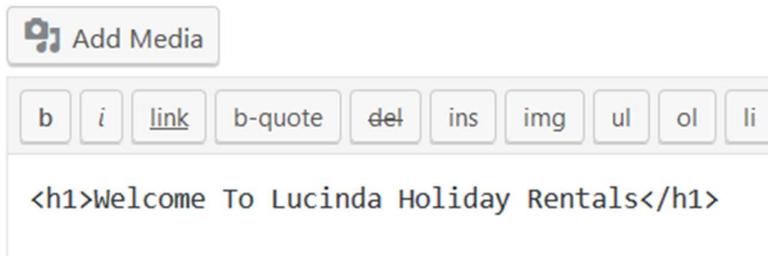
```
<h1>Welcome to Lucinda Holiday Rentals</h1>
```

A second heading would look like this just as an example.

```
<h2>Accommodation Options</h2>
```

## Title

*Insert the title text.*



Click **Save**

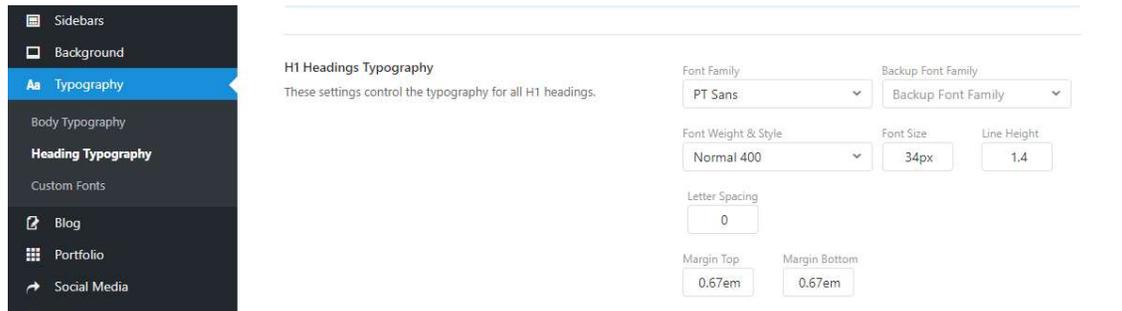
Click on **Update** the Page. Important to keep saving as you go.

What you will notice here is the Font is not right. It is set to Antic Slab and it ideally should be the same font as the rest of the content font we set earlier.

So where do you think we change this... a real life example of what is involved.

- Main Avada settings menu
- Typography
- Heading Typography

Change the font from **Antic Slab** to **PT Sans** as below, then save changes.



While you are in the Typography Heading settings you might as well change **H2**, **H3** and **H4**.

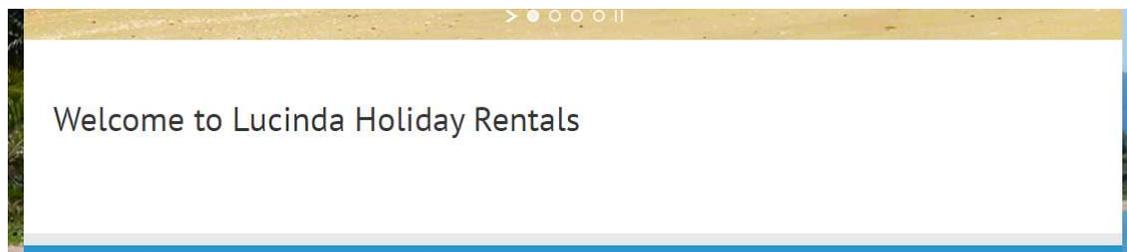
To remove the horizontal lines next to the heading you need to go back in to the page settings and the Title block you recently added.

Welcome to Lucinda Holiday Rentals

Change here the Design settings to remove the lines from the Separator which is set to Default as a double solid lines. Change this to None and save the settings.

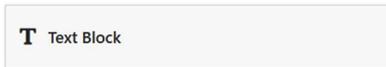


Then Update the page and look in View mode.

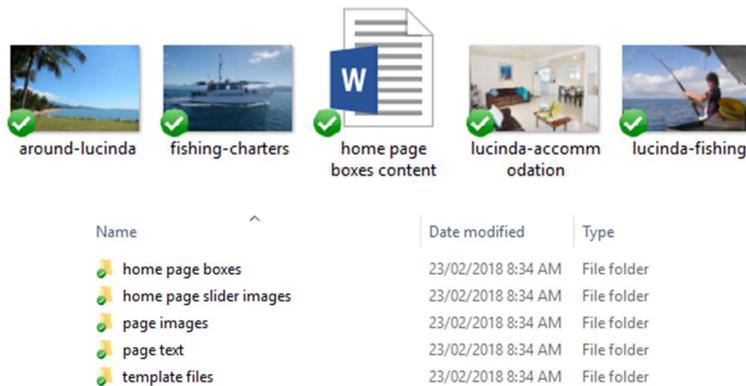


**Welcome Text below Welcome Heading**

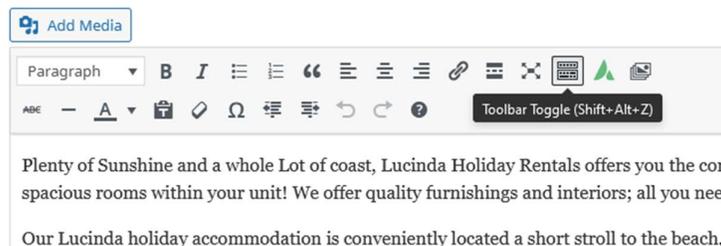
Click on + Element and **add a Text Element** (repeat the process above for adding an Element below the **Title** container.



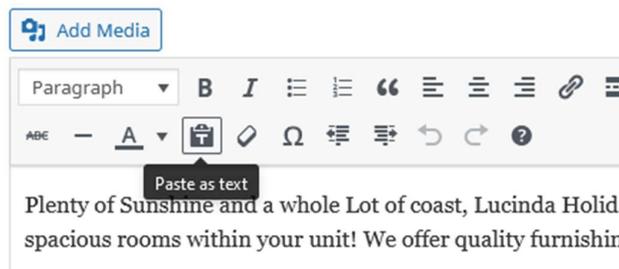
Now copy the block of text that is in the Word document below the first heading and copy this in to the text area below our new heading. Either use **Ctrl C** or **Copy** off your right hand mouse menu, whichever you feel comfortable with.



Firstly there is a **Toolbar Toggle** icon up the top which when we click it expands out to a second menu for us.



And secondly there is a **Paste as Text** icon that when we click it removes all the formatting that comes with any text that you copy in to the Editor.



### Welcome to Lucinda Holiday Rentals

Plenty of Sunshine and a whole Lot of coast, Lucinda Holiday Rentals offers you the comforts of home in our fully self-contained accommodation. 5 Private and spacious rooms within your unit! We offer quality furnishings and interiors; all you need to bring is your food, fishing gear and camera!

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### Around Lucinda

Besides being famous for fishing at Lucinda, there is a whole big region to discover and a multitude of activities to do.

### Fishing Charters

When you stay at Lucinda Holiday Rentals, you have some of the most magnificent fishing charters available to you.

Copy the block of text from the Word document in to the text area that you have just created.

Tip:

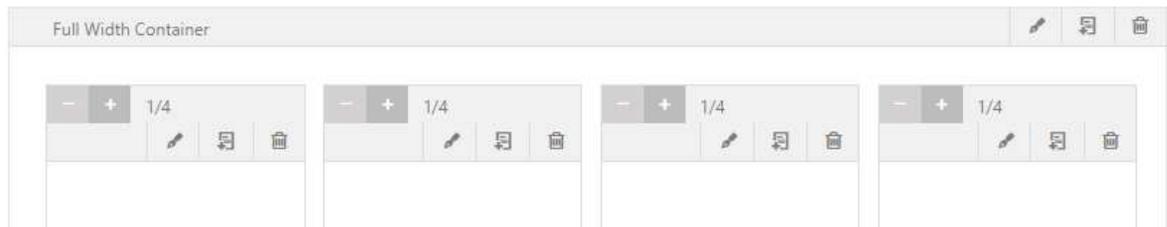
I normally select the Text tab and copy the text straight in here and then format it. The reason being when you copy from elsewhere sometimes formatted characters come across with it. By copying this in as plain text you strip off any previous formatting.



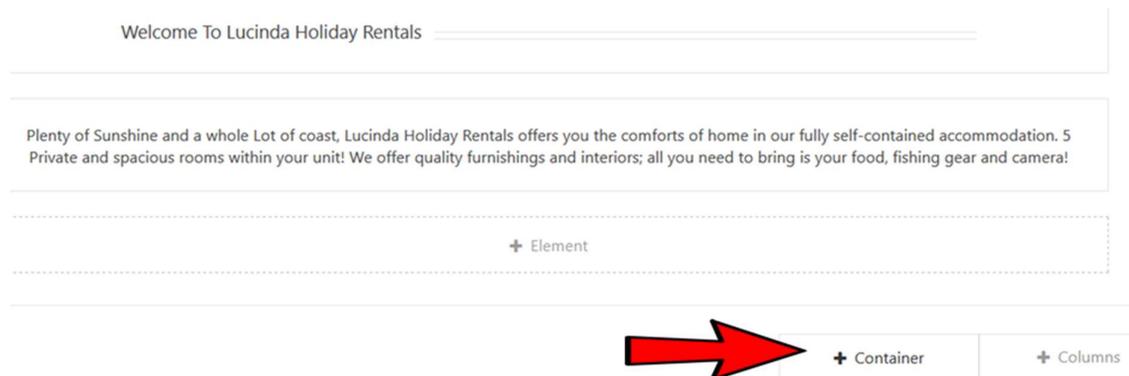
Click **Save**

### Container of Four Content Blocks

To build this 4 section block on the Home Page for content we create a container consisting of 4 ¼ columns.

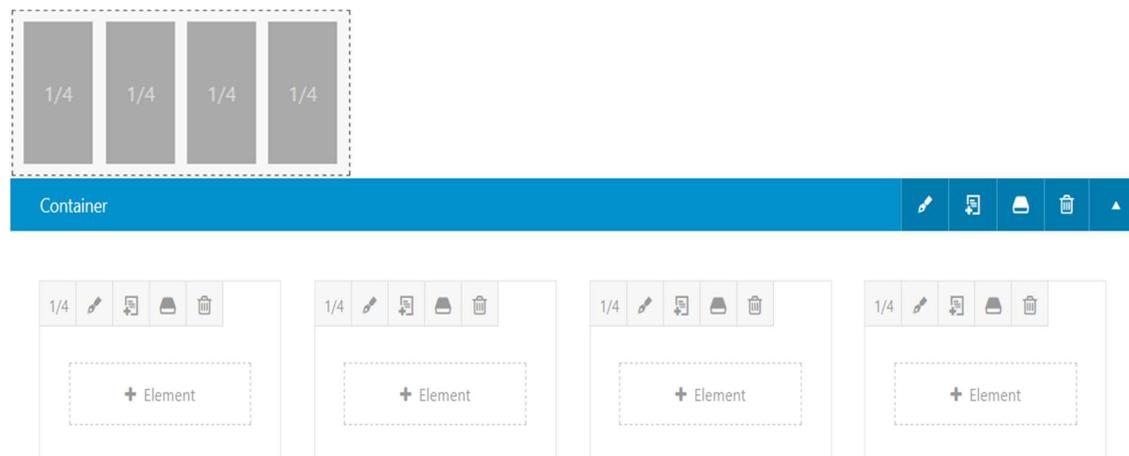


Create Full Width Container as above.



Create a block of 4 Columns

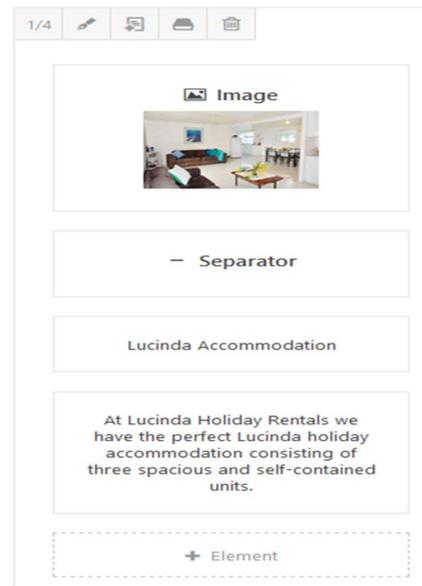
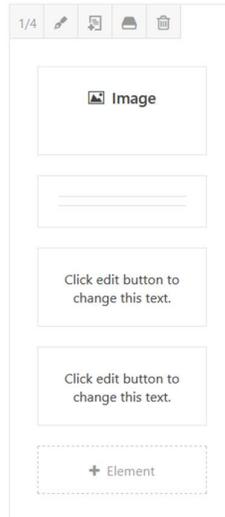
Click on **+ Columns** and add a 4 Column block



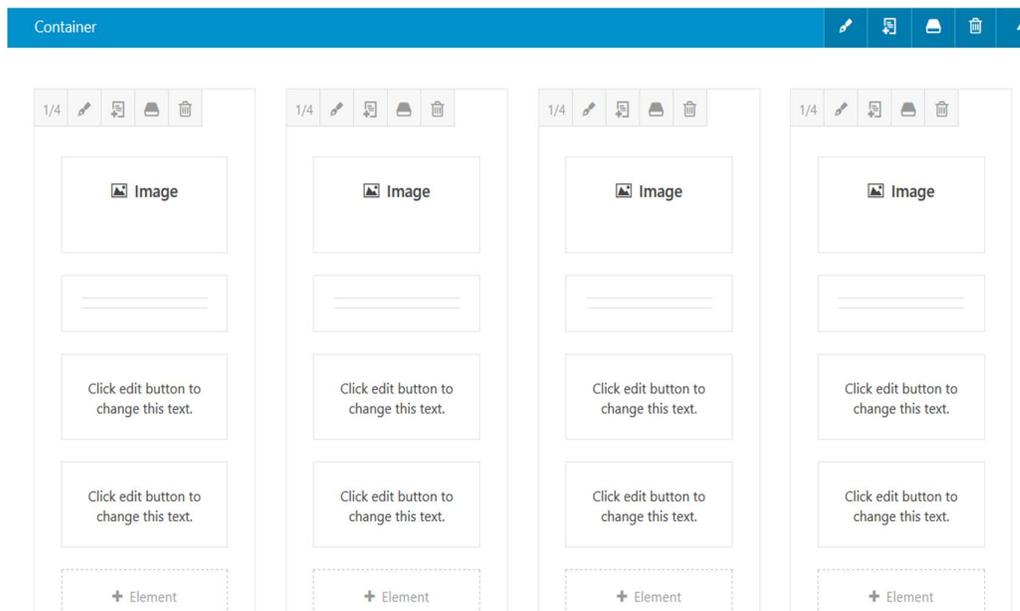
We have an **image frame**, then a **separator**, then a **text block** for the heading and a **text block** with the text in it.

Click on **+ Element** and add the following down in to your 1/4 section. Just select Save on the addition of each one as we will go back and edit this later.

- An **Image** frame
- A **Separator**
- 2 **Text Boxes**



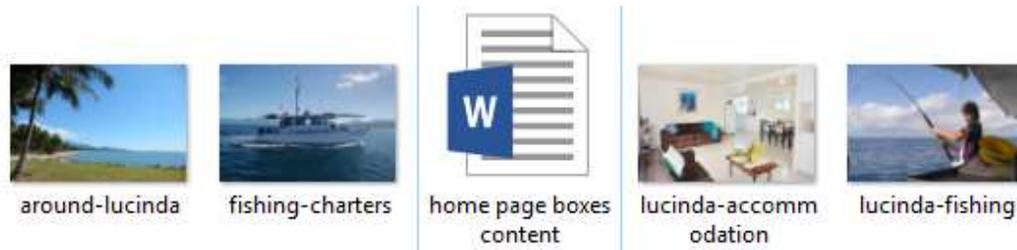
Repeat this across all of the columns or you can delete the right hand 3 columns and then select Clone of the first column. Will demonstrate this in class.



Click on **Update** of your Page.

Below are the files on our **USB stick/network drive M** that we will be using for the **Home Page**.

There are 4 images for the boxes across the middle and text to go in the Welcome text area and a block of text for each section.



Now we can begin with the Home page content. Double click on the Word document in the USB stick and our content is in there.

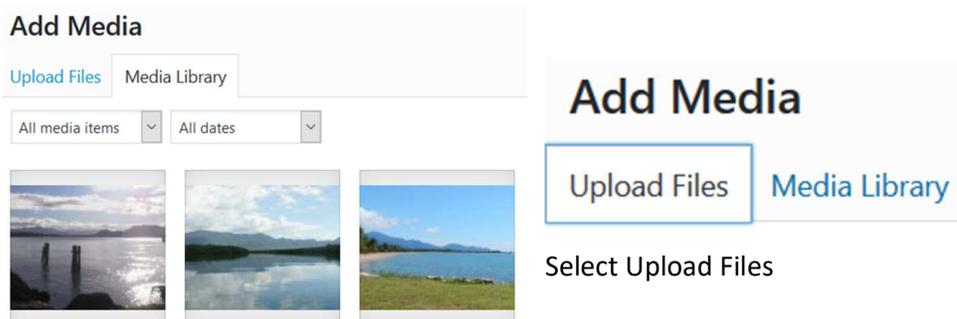
### Image Element

Now we need to add the 4 images in to the Image Frame.

Edit the first Image Frame and scroll down to the **Image** area select Upload.



Select **Upload Image** over on the right



Drop files anywhere to upload

or

Select Files

Maximum upload file size: 300 MB.

### Add Media

Upload Files | Media Library

All media items | All dates

On the right hand side select Size of **Medium** and then **Insert into Page**

ATTACHMENT DETAILS

lucinda-accommodation.jpg  
November 4, 2018  
140 KB  
600 x 400  
[Edit Image](#)  
[Delete Permanently](#)

URL:   
Title:   
Caption:   
Alt Text:   
Description:

[Insert into page](#)

### Image

General | Animation

Image  
*Upload an image to display.*

Preview

[Remove](#) [Edit](#)

Image Max Width  
*Set the maximum width the image should take up. Enter value including any valid CSS unit, ex: 200px. Leave empty to use full image width.*

[SAVE](#) [CANCEL](#)

Select the **lucinda-accommodation.jpg** image. Insert in to page and select **Save** and **Update**.

Do the rest for the other 3 images and we will be complete.



Click edit button to change this text.

Click edit button to change this text.



Click edit button to change this text.

Click edit button to change this text.



Click edit button to change this text.

Click edit button to change this text.

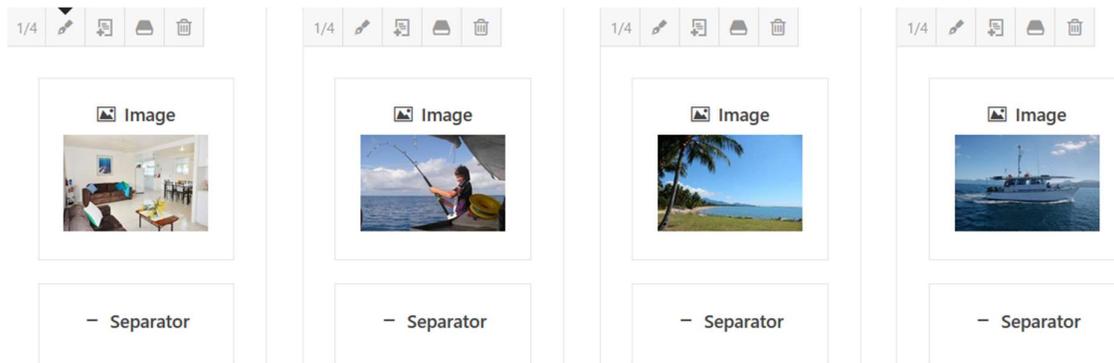
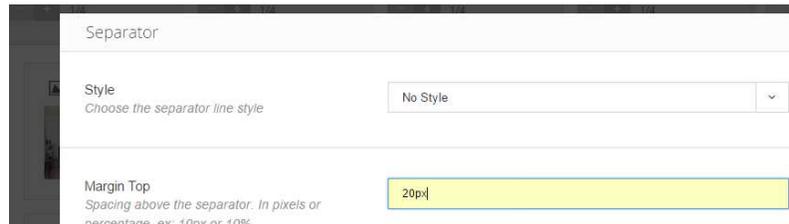


Click edit button to change this text.

Click edit button to change this text.

## Separator

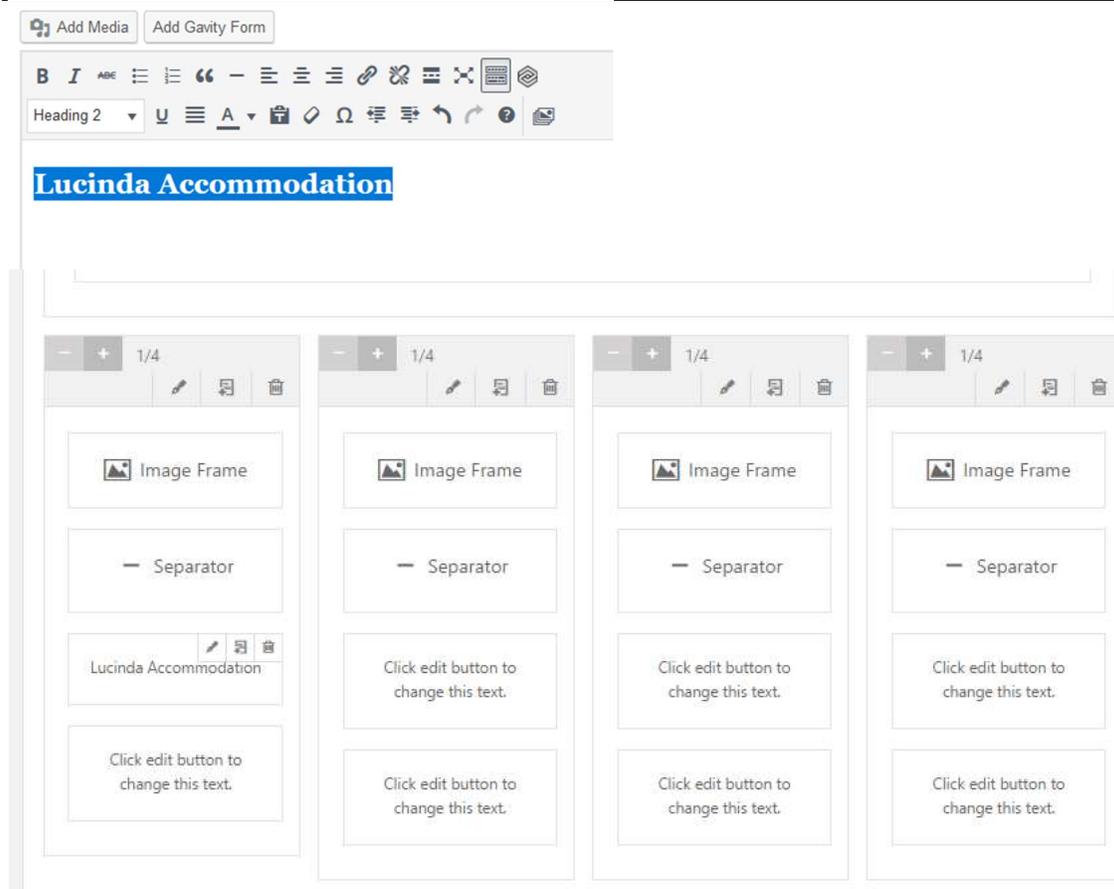
Now edit each Separator on each column and set a top margin to 20px.



## Text Heading

Now lets do the text in the four boxes across the page, add the title..

Select the first heading from the Word document **Lucinda Accommodation** and paste it directly in to the first text box on the left hand side. Select **Heading 2** style and select **Save**

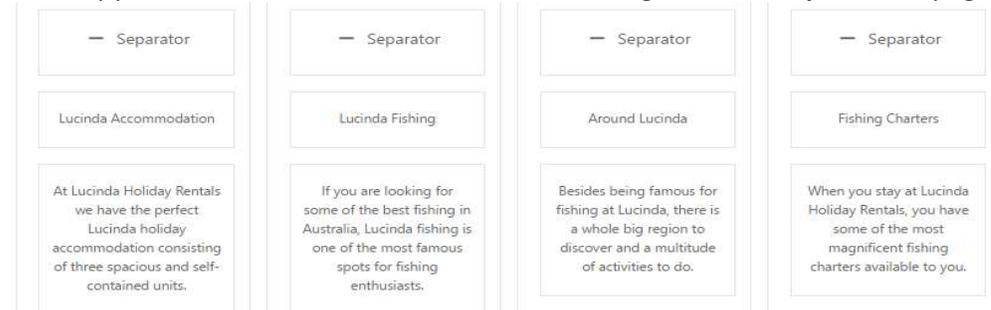


Repeat this for all 4 headings while you are at this point.

This is what you should see across your Page Builder page. **Save** and **Update** the page.



Now copy the text for each block under each heading. **Save** and **Update** the page.



Select your **View** tab and your page should look like this.

## Welcome to Lucinda Holiday Rentals

Plenty of Sunshine and a whole Lot of coast, Lucinda Holiday Rentals offers you the comforts of home in our fully self-contained accommodation. 5 Private and spacious rooms within your unit!

We offer quality furnishings and interiors; all you need to bring is your food, fishing gear and camera!  
Our Lucinda holiday accommodation is conveniently located a short stroll to the beach, local hotel and jetty for Lucinda fishing.

The 4 lane boat ramp with a vessel servicing pontoon is only a few minutes away as well.



Lucinda Accommodation

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Lucinda Fishing

If you are looking for some of the best fishing in Australia, Lucinda fishing is one of the most famous spots for fishing enthusiasts.



Around Lucinda

Besides being famous for fishing at Lucinda, there is a whole big region to discover and a multitude of activities to do.



Fishing Charters

When you stay at Lucinda Holiday Rentals, you have some of the most magnificent fishing charters available to you.

You may now want to add a bit of margin above the small heading such as Lucinda Accommodation. Go back to the Separator Element, click on the pencil and under the Design tab at the top apply 20px margin where the up and down arrows are.

### Separator

General
Design

**Flex Grow**

Controls the amount (in parts) of the available space inside the flex column the separator should take up. If the separator is the only element in the column using flex grow, any value above 0 will let it take up all available space. Set to 0 to disable its ability to grow.

0

---

**Margin**

Spacing above and below the separator. In px, em or %, e.g. 10px.

↑

↓

Click on **Save** and save the page as well and then look at your View tab.

We have now completed the Home page.

Now lets move on to the **Lucinda Accommodation** page.

## Lucinda Accommodation Page

This page is a 2 column page which has text as content on the left hand side and a small image gallery on the right which has 3 images in it.

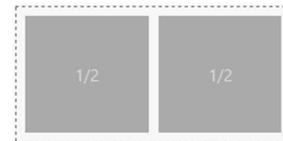
From the WordPress menu select **Pages > All Pages** and select the **Lucinda Accommodation** page.

We are now going to create a **Custom Template** as all the rest of the pages will be using the same layout.

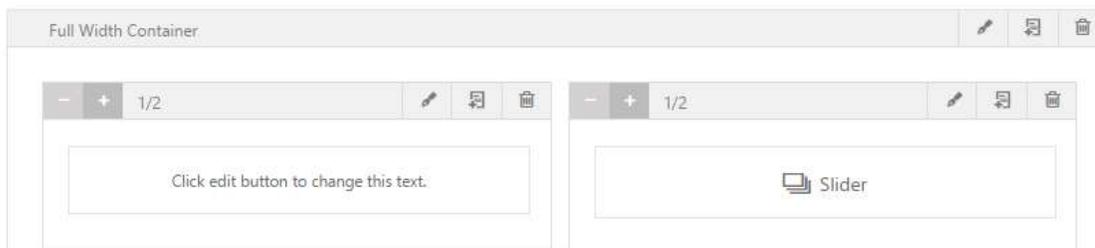
To do this we need to first build up the page as we want it to look like structure wise then save the layout as a template.

Then we can go in to a blank page and assign the template which saves us some repetition work.

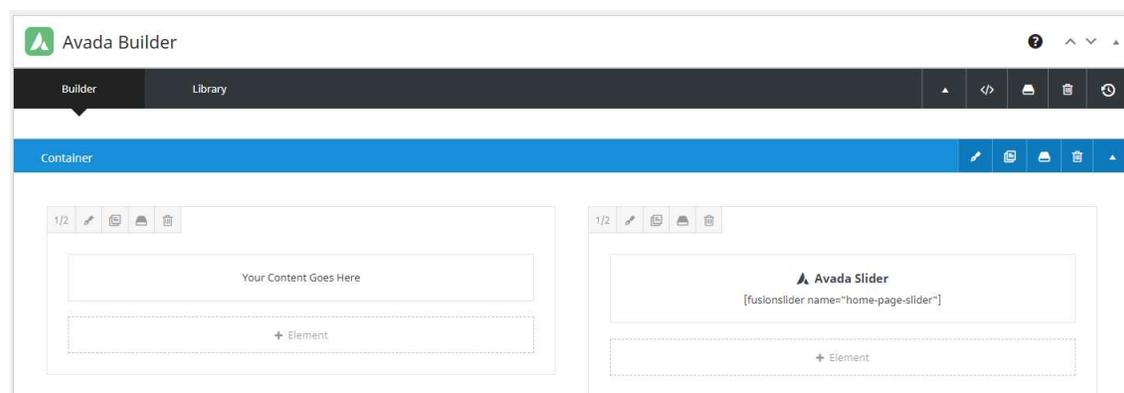
Add a Full Container by clicking on the **+ Container** button.



Select the two column container.



Now click on **+ Element** and add a text box on the left and a **Avada Slider** box on the right.



Click on **Update** of the page over on the top right or bottom right.

Click on **Fusion Builder** Library



Now select the **Templates** tab and type a template name in to where it says **'Custom Template Name'** and then click on **Save Template**

I have called my Template **'Two Column Slider Template'**



Save current page layout as a template

*Enter a name for your template and click the Save button. This will save the entire page layout, page template from the page attributes box, custom css and Fusion Page Options. IMPORTANT when loading a saved template, everything will load except for Fusion Page Options. The only time Fusion Page Options will load is if you choose to "Replace All Content".*

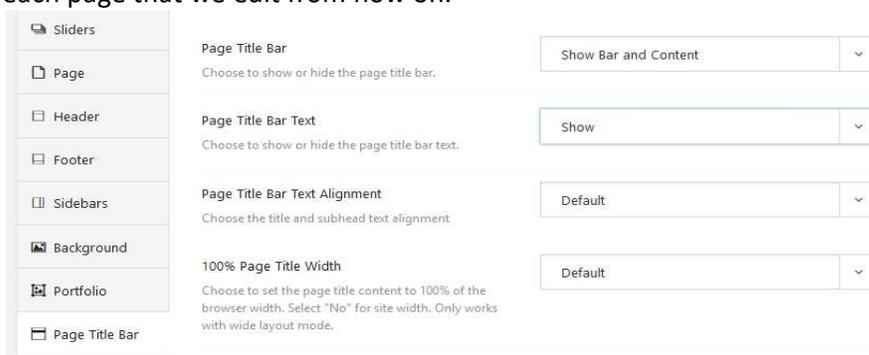
We can use this when we go to create the next few pages in our website that have two columns with text on the left and a Layer Slider on the right.

Close the Library down by clicking on the **x** up the top right and update the page again.

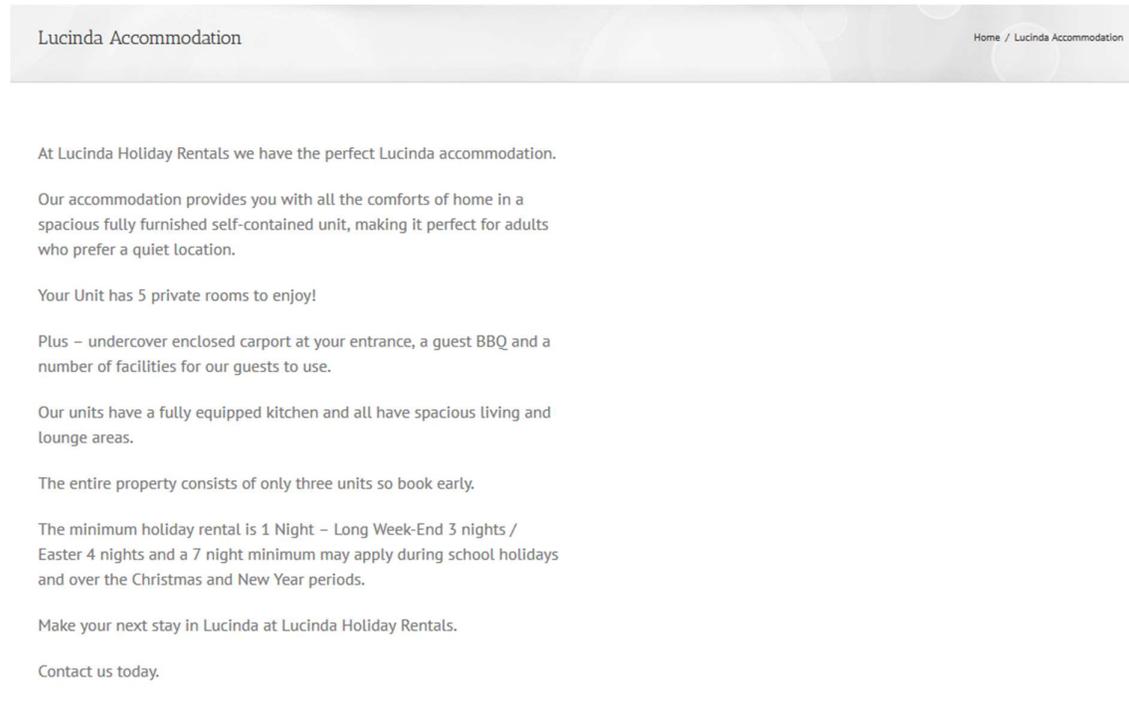
Open the document for the page we are editing **Lucinda Accommodation**

 around lucinda	22/05/2016 9:46 AM	Microsoft Word D...	12 KB
 contact us	22/05/2016 9:47 AM	Microsoft Word D...	65 KB
 lucinda accommodation content	15/05/2016 7:48 AM	Microsoft Word D...	12 KB
 lucinda fishing	22/05/2016 9:46 AM	Microsoft Word D...	13 KB
 our facilities content	22/05/2016 9:44 AM	Microsoft Word D...	13 KB
 our rates & availability	22/05/2016 9:45 AM	Microsoft Word D...	16 KB

Go to Page Title Bar down the bottom of the page and select Show Bar and Content and Show as below. Save the page and we will now have a **Title Bar**. We need to do this step for each page that we edit from now on.



Copy the content from the Lucinda Accommodation document and you will see that your page now looks like the below.



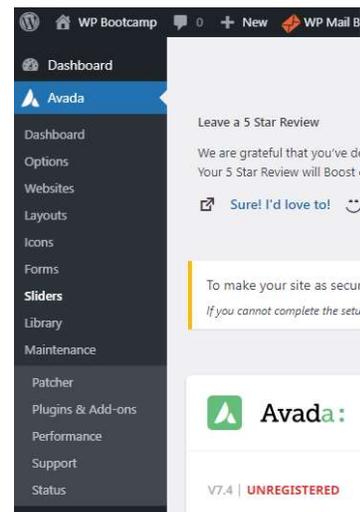
Now we need to add the **Slider** images in on the Right hand side.

Before we do this we need to go in to the **Avada Slider** area and create a slider for each of our content pages.

- Lucinda Accommodation
- Our Rates & Availability
- Our Facilities
- Lucinda Fishing
- Around Lucinda
- Gallery
- Contact Us

We need to create 7 individual Avada Sliders with the settings of:

- Width 500px
- Height 375 px
- Full Slide
- Add Featured Image



## Avada Sliders Refresh

Type one of the names above in to the box that says Name.

Edit the Slider Size boxes to say 500px wide and 375px high.

**Name**

The name of your slider.

---

**Slider Size**

Enter a pixel value for width and height, ex: 1000px

Click on **Add Slider** at the bottom.



Repeat this process for the other 6 sliders. Remember to re-open the Lucinda Holiday Slider and click on the **Clone This Slider** button. It would pay also to rename the shortcode appropriately, example below.

<input type="checkbox"/> Name	Shortcode	Count
<input type="checkbox"/> <b>Lucinda Accommodation</b>	lucinda-accommodation	0
<input type="checkbox"/> <b>home page slider</b>	home-page-slider	4

**Name**

The name of your slider.

**Shortcode**

This is the shortcode name that can be used in  
Use only lowercase letters, numbers, and hyphe

This now should be our list of sliders.

<input type="checkbox"/> Name	Shortcode	Count
<input type="checkbox"/> <b>Around Lucinda</b>	around-lucinda	0
<input type="checkbox"/> <b>home page slider</b>	home-page-slider	4
<input type="checkbox"/> <b>Lucinda Accommodation</b>	lucinda-accommodation	0
<input type="checkbox"/> <b>Lucinda Fishing</b>	lucinda-fishing	0
<input type="checkbox"/> <b>Our Facilities</b>	our-facilities	0
<input type="checkbox"/> <b>Our Rates &amp; Availability</b>	our-rates-availability	0
<input type="checkbox"/> Name	Slug	Count

Now we need to create 3 slides to assign to each slider for the following pages.

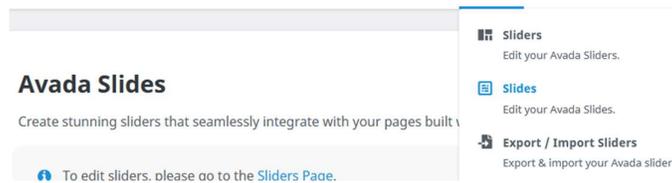
- Lucinda Accommodation – 3 slides
- Our Rates & Availability – 3 slides
- Our Facilities – 3 slides
- Lucinda Fishing – 3 slides
- Around Lucinda – 3 slides

Our syntax for naming should be something like this:

Lucinda Accommodation Slide 1, Lucinda Accommodation Slide 2 etc

### Add Slides

Click on the dropdown from the **Sliders** menu item and click on **Slides**

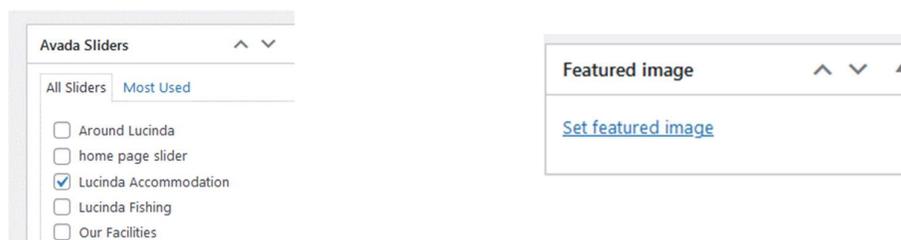
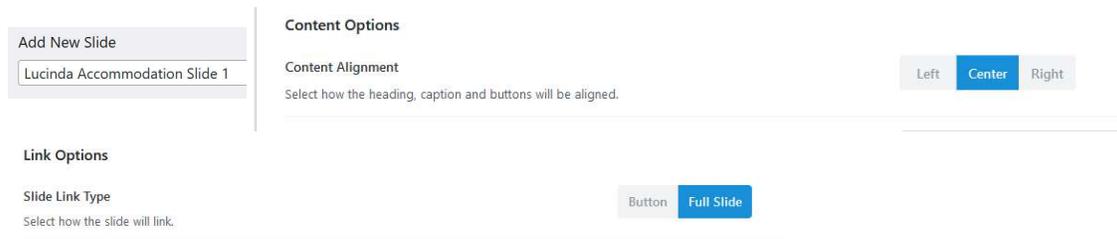


Click on **Add New Slide**

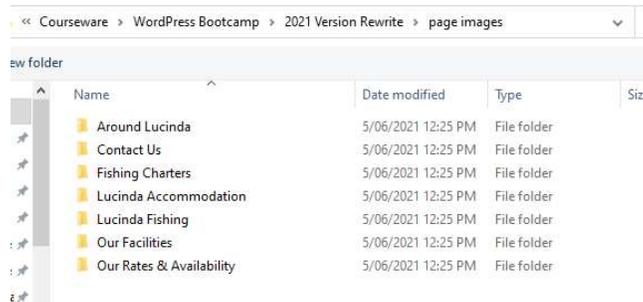


Same settings as on our main Home Page Slider.

- Center the alignment
- Click on Full Slide down the bottom
- Top right select the Avada Slider to assign the slide to
- Set Featured Image of the appropriate slide



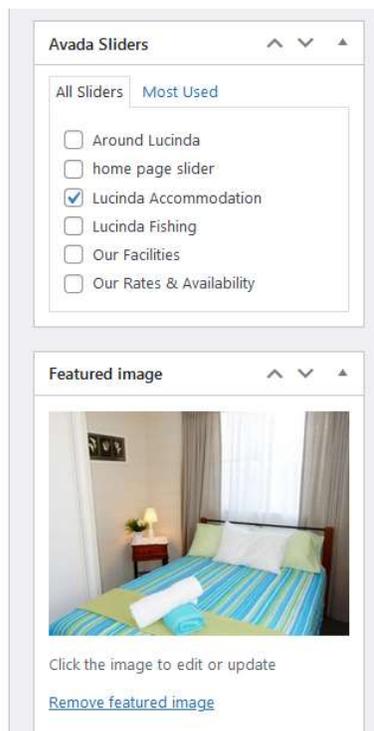
The slide images for each content page are in the folder structure below.



Open first folder for the relevant page (Lucinda Accommodation) and select one of the 3 images.



Click on Set Featured Image and then Publish the Slide.

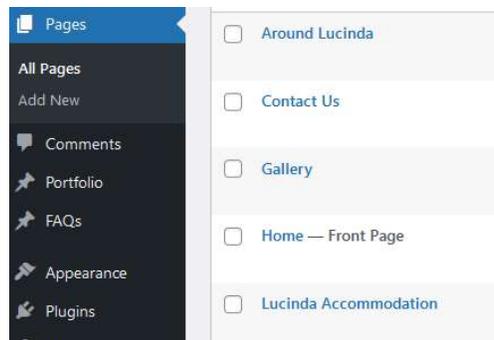


Repeat this process for the other 2 slides for our first content page Slider and then we can add the Slider to the relevant page.

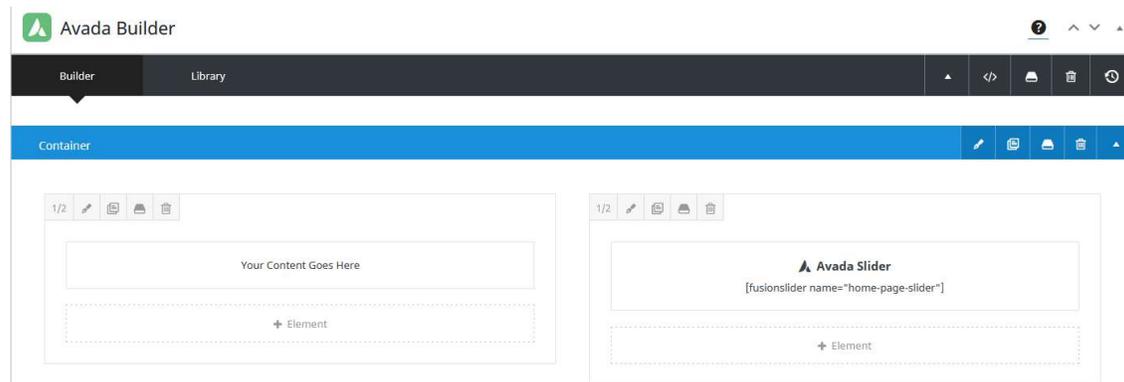


Lets go back to the Lucinda Accommodation Page.

Click on **Pages > All Pages** from the main WordPress menu.



Now you will see your two columns that you created earlier.



Click on the pencil on the **Avada Slider** box on the right.

### Avada Slider

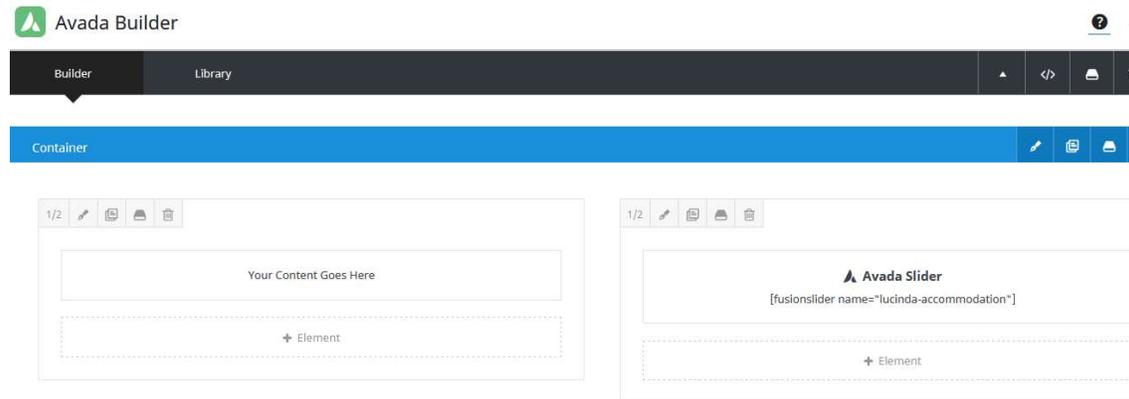
#### Slider Name

Select the slider you want to use. The options will appear as the slider name next to the number of slides in brackets.

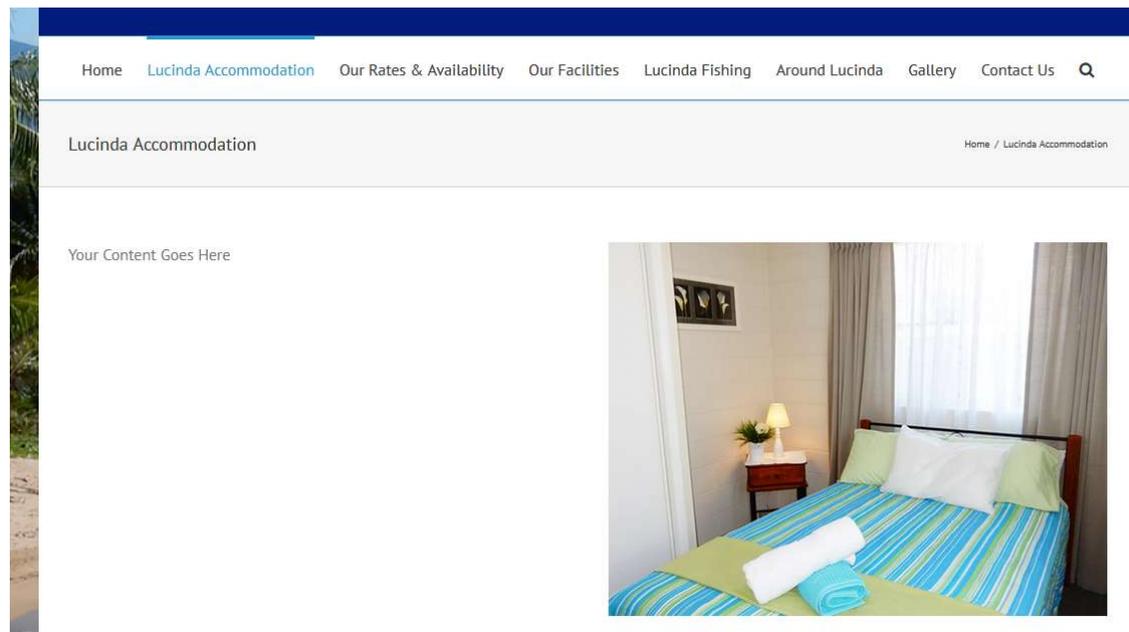
Lucinda Accommodation (#8)

When this opens, assign the relevant slider to the relevant page. In our first example that will be the Lucinda Accommodation page.

Once you have assigned the right slider to the page, save and Update the page and look at the page in View mode.



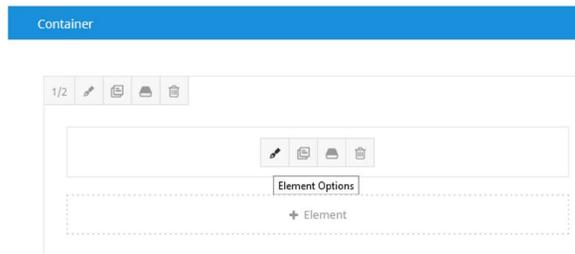
Below is what your page looks like now.



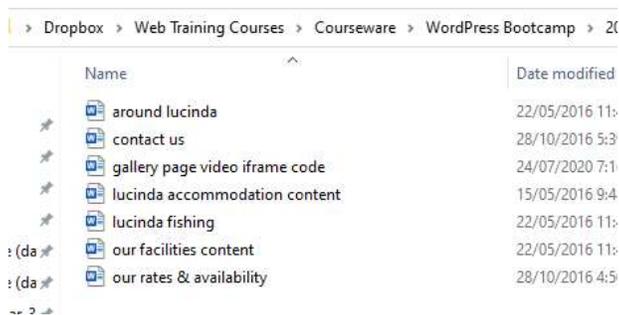
The next step is to add the content on the left then repeat this process across the next 4 pages.

- [Our Rates & Availability](#)
- [Our Facilities](#)
- [Lucinda Fishing](#)
- [Around Lucinda](#)

Click on the pencil on the text box on the left hand side column.



Open the Word document from your M drive or USB and go to the folder labelled page text. In here are all the Word documents with the content for the pages.



Open the first document for the Lucinda Accommodation Content and you will see the content that we need to copy in to the content box on the left.

At Lucinda Holiday Rentals we have the perfect Lucinda accommodation.

Our accommodation provides you with all the comforts of home in a spacious fully furnished self-contained unit, making it perfect for adults who prefer a quiet location.

Your Unit has 5 private rooms to enjoy!

Plus – undercover enclosed carport at your entrance, a guest BBQ and a number of facilities for our guests to use.

Our units have a fully equipped kitchen and all have spacious living and lounge areas.

The entire property consists of only three units so book early.

**The minimum holiday rental is 1 Night – Long Week-End 3 nights / Easter 4 nights** and a 7 night minimum may apply during school holidays and over the Christmas and New Year periods.

Make your next stay in Lucinda at Lucinda Holiday Rentals.

**Contact us** today.

Now update your page and view the **Lucinda Accommodation** page in your View tab on your browser.



At Lucinda Holiday Rentals we have the perfect Lucinda accommodation.

Our accommodation provides you with all the comforts of home in a spacious fully furnished self-contained unit, making it perfect for adults who prefer a quiet location.

Your Unit has 5 private rooms to enjoy!

Plus – undercover enclosed carport at your entrance, a guest BBQ and a number of facilities for our guests to use.

Our units have a fully equipped kitchen and all have spacious living and lounge areas.

The entire property consists of only three units so book early.

The minimum holiday rental is 1 Night – Long Week-End 3 nights / Easter 4 nights and a 7 night minimum may apply during school holidays and over the Christmas and New Year periods.

Make your next stay in Lucinda at Lucinda Holiday Rentals.

Contact us today.



---

### **Complete Other Text Pages & Gallery Pages**

In essence all the pages from here use 2 columns apart from the Gallery and the following pages are pretty much a repeat of this process above for Lucinda Accommodation.

Each page will need the Custom Template loaded first and then the Page Title Bar turned on just as above.

- Our Facilities
- Our Rates & Availability
- Lucinda Fishing
- Around Lucinda

See if you can **repeat the process above for these pages** and then we will move on to the Gallery page and the Contact Us page.

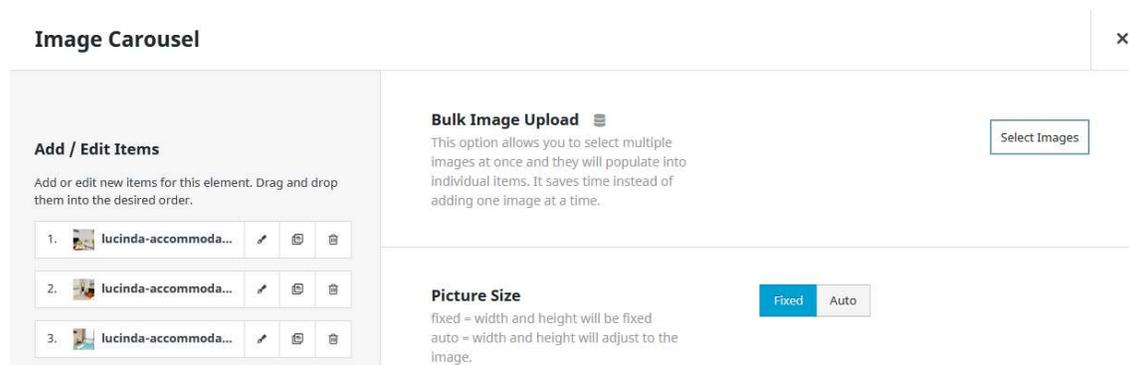
## Gallery Page

The Gallery page can have any number of different layouts so we are going to choose one that is in the default Avada theme but you can always use any Gallery Plugin you like for your own website.



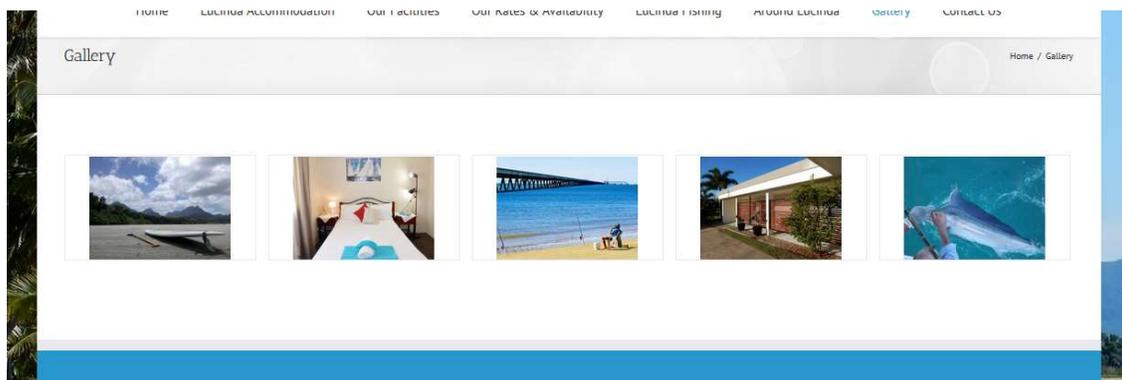
Add a **Full Width Container** and drag an Image Carousel from the Builder Elements area.

The process here is to upload as many images you like in to your Gallery. The images that we have used already for the content page sliders are all the same size so would look good in the Gallery.



Click on **Save** and then **View** your page. You can experiment here and change the type of Gallery you add from the Avada default options or there are many third party Gallery Plugins that provide a lot more functionality.

One I use often is NextGen Gallery <https://wordpress.org/plugins/nextgen-gallery/>



We are going to do something extra here as well. We are going to copy in a video.

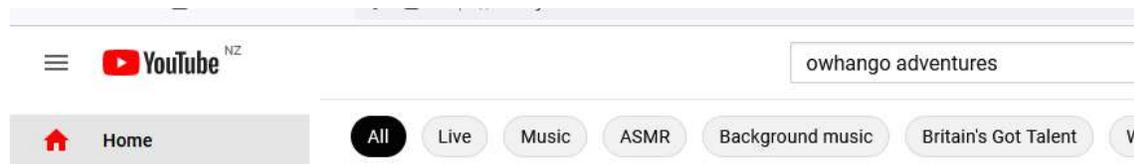
The video is on this page.

<https://www.canoewhanganuiriver.com/cultural-guided-whanganui-river-trips/>

To find the code for the video go to a **Google** screen and Google the term “**YouTube**”

Open YouTube (<https://www.youtube.com>)

Search for the keyphrase “owhango adventures”.



Now go down to the first video called Canoe Whanganui River with Owhango Adventures



Click on the video and it will open.

Click on the Share button



The url that we need comes in to view and we can click on the Copy button and copy this in to our browser for adding to the YouTube Avada Element below.



Add a new **Full Width Container**

Add an **Element** called **YouTube**

Copy the code from above in to this element and select Save and Update your page.

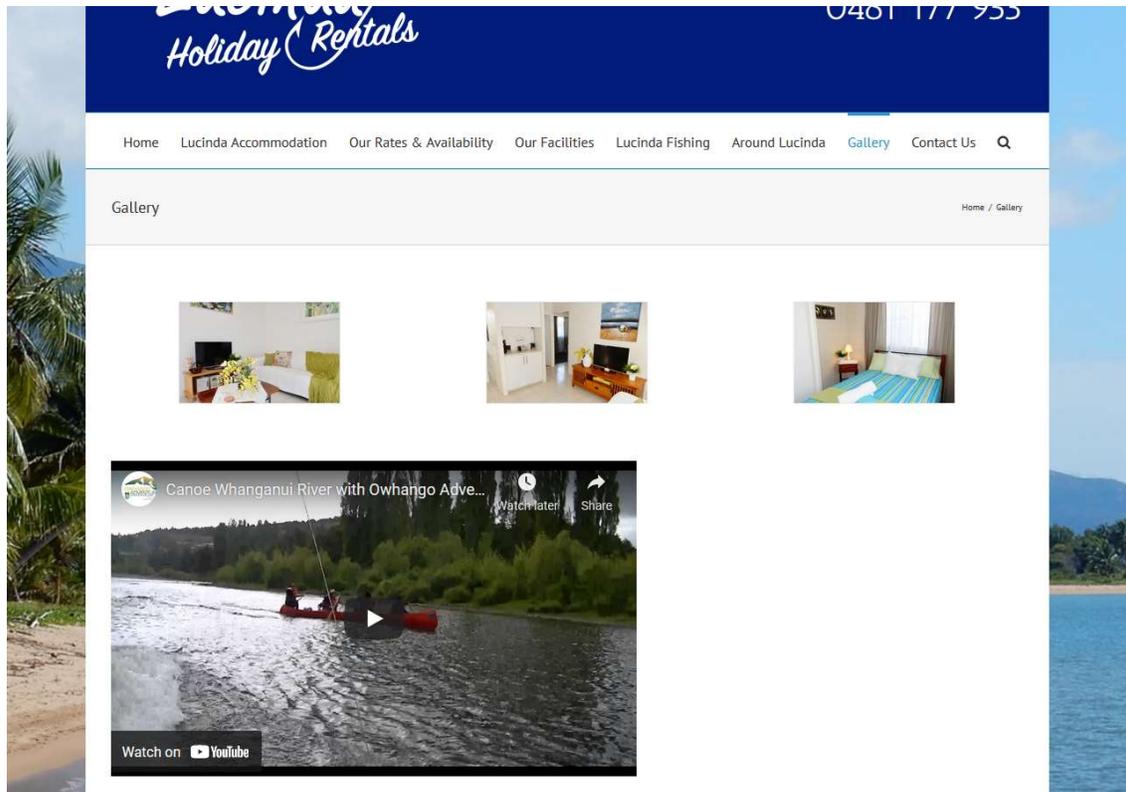
## Youtube

### Video ID

For example the Video ID for <https://www.youtube.com/watch?v=569TivRLn90> is 569TivRLn90.

<https://www.youtube.com/watch?v=yEPdef1HN-g>

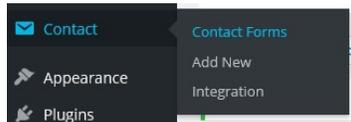
<https://www.youtube.com/watch?v=yEPdef1HN-g>



## Contact Us Page

The contact page uses a Plugin called Contact Form 7.

I have found this to be the best contact form Plugin for the versatility and stability and it has a feature that you can export any form and import it in to any other WordPress site so this means you don't need to create the form from scratch each time.



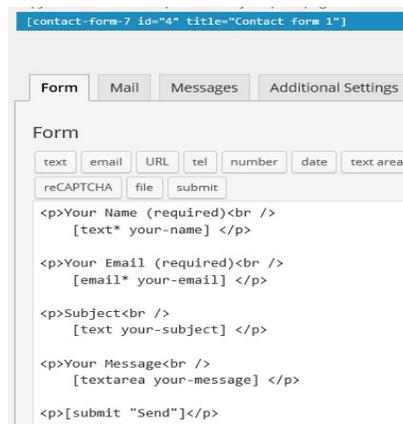
Select from the left hand WordPress main menu **Contact** and the sub menu item **Contact Forms**.

Title	Shortcode	Author	Date
<a href="#">Contact form 1</a> <a href="#">Edit</a> <a href="#">Duplicate</a>	[contact-form-7 id="4" title="Contact form 1"]	manual	2016/05/21

We have a default form here. Two things to note here.

Firstly to edit the form which we will go through briefly in class, you click on the **Contact form 1** link on the left hand side and secondly the **Shortcode** in the middle if what we need to copy in to our Contact Page.

Click on the **Contact form 1** link and open the form.



```
[contact-form-7 id="4" title="Contact form 1"]

Form Mail Messages Additional Settings

Form
text email URL tel number date text area
reCAPTCHA file submit

<p>Your Name (required)<br />
  [text* your-name] </p>

<p>Your Email (required)<br />
  [email* your-email] </p>

<p>Subject<br />
  [text your-subject] </p>

<p>Your Message<br />
  [textarea your-message] </p>

<p>[submit "Send"]</p>
```

In the screenshot above you can see three important bits.

- At the top you can see the shortcode for this particular form that we need to copy in to our Contact page in due course
- You have 4 tabs across the middle which is where you edit the respective areas of the form
- The first tab shows us the actual HTML code that has the fields for our form

The second tab is the **Mail** tab where you configure the destination and from email addresses.

Mail	
In the following fields, you can use these mail-tags: [your-name] [your-email] [your-subject] [your-message]	
To	david@designhand.co.nz
From	[your-name] <wordpress@manual.internettraining.co.nz>
Subject	Lucinda Holiday Rentals "[your-subject]"
Additional Headers	Reply-To: [your-email]
Message Body	From: [your-name] <[your-email]> Subject: [your-subject]  Message Body: [your-message]

Generally you can select the defaults to start with and experiment yourself with sending forms back and forth and tweaking the fields you wish to use and email addresses to send to and from.

Now copy the shortcode in to your **Contact** Page left hand column. Same situation as before we are going to use a 2 column layout of the contact form on the left hand side and contact details on the right hand side.

Go back to your main Contact form screen and highlight the shortcode and select copy.

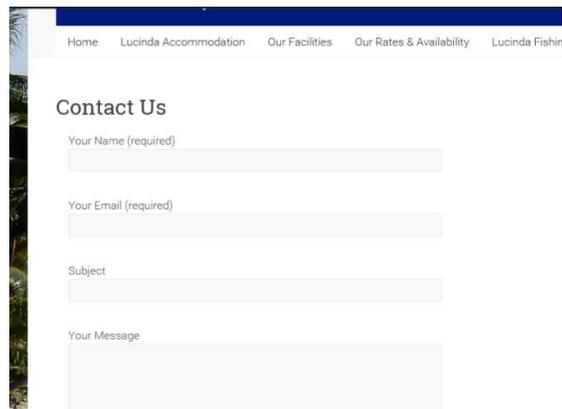
#### Shortcode

```
[contact-form-7 id="4" title="Contact form 1"]
```

This time copy in the shortcode that we selected in the Contact form Plugin.

```
84ad-cdd3654372cc" data-cswidth="47.7%" data-csendpoint='  
[contact-form-7 id="4" title="Contact form 1"]</div>  
<div class="csColumnGap" style="margin: 0px; padding: 0p;
```

**Update** the page and go to **View** mode to see your form on the left hand side.



Now we need to copy in the Contact Us information from the word document called **Contact Us**.

Select all the content below from the document and copy that in to your second column.

#### Contact Us

Enquiring about booking your holiday?

Bookings are accepted 3 months prior to your arrival date

View the Availability Calendar on the [Rates & Availability](#) page

Use the contact form on the left to send us a booking enquiry.

Phone Number

0481 311 312

Email Address

[info@staylucinda.com.au](mailto:info@staylucinda.com.au)



<https://www.facebook.com/lucindaholidayrentals>

Postal Address

PO Box 30 Halifax,  
Queensland 4850,  
Australia

Address Of Property

21 Carr Crescent,  
Lucinda,  
Queensland 4850

Also, below the contact information we have a Google Map. Below on the same document is the Google Map code embedded in an iframe script (between the opening iframe and closing /iframe code)

```
<iframe style="border: 0;"
src="https://www.google.com/maps/embed?pb=!1m18!1m12!1m3!1d3782.831988918736
4!2d146.33464200000003!3d-
18.5364929999999968!2m3!1f0!2f0!3f0!3m2!1i1024!2i768!4f13.1!3m3!1m2!1s0x697e56d7
069890bd%3A0xe789ea908b418bb8!2sLucinda+Holiday+Rentals!5e0!3m2!1sen!2sau!4v14
09550418611" width="100%" height="400" frameborder="0"></iframe>
```

Once you have copied in the contact details from the word document you will need to bold a few of the headings to make it look correct.

[contact-form-7 id="4" title="Contact form 1"]

#### Contact Us

Enquiring about booking your holiday?  
Bookings are accepted 3 months prior to your arrival date.

View the Availability Calendar on the Rates & Availability page  
Use the contact form on the left to send us a booking enquiry.

#### Phone Number

0481 311 312

#### Email Address

info@staylucinda.com.au  
<https://www.facebook.com/lucindaholidayrentals>

#### Postal Address

PO Box 30 Halifax,  
Queensland 4850,  
Australia Address Of Property  
21 Carr Crescent,  
Lucinda,  
Queensland 4850

Now copy in the iframe code as below.

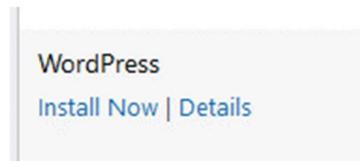
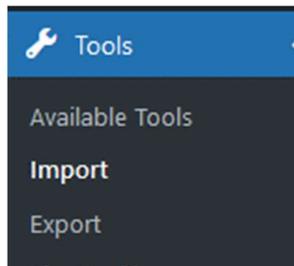
```
<iframe style="border: 0;" src="https://www.google.com/maps/embed?pb=!1m18!1m12!1m3!1d3782.8319889187364!2d146.33464200000003!3d-18.536492999999968!2m3!1f0!2f0!3f0!3m2!1i1024!2i768!4f13.1!3m3!1m2!1s0x697e56d7069890bd%3A0xe789ea908b418bb8!2sLucinda+Holiday+Rentals!5e0!3m2!1sen!2sau!4v1409550418611" width="100%" height="400" frameborder="0"></iframe>
```

Now update the page and view in the **View** tab.

### For The Keen

I have created a contact form that you can import that has a lot more fields and gives you some experience with importing things in to WordPress.

Under **Tools> Import** on the main WordPress menu, click on **Import**.



Then click on **Install Now** under the WordPress item as this will take you through the installation process of the **WordPress Importer Plugin**.

Install the **WordPress Importer Plugin** then click on **Run Importer**.



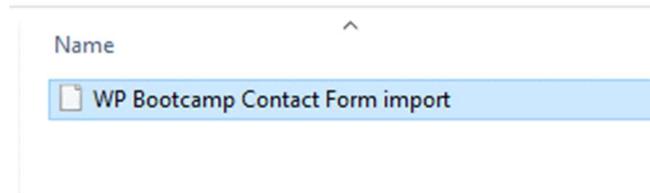
Now click on **Browse** and look for the file in the folder called **Contact Form**

**Import WordPress**

G'day! Upload your WordPress eXtended RSS (WXR) file and we'll import the posts, pages, comments, custom fields, categories, and tags into this site.

Choose a WXR (.xml) file to upload, then click Upload file and import.

Choose a file from your computer: (Maximum size: 10 MB)  No file selected.



Click on **Upload File and Import**.

Assign the Import Author as Learn which is your login. Click on **Submit**.

**Import WordPress**

**Assign Authors**

To make it simpler for you to edit and save the imported content, you may want to reassign the author of the imported content to an existing user. If a new user is created by WordPress, a new password will be randomly generated and the user will be notified by email.

1. Import author:   
 or create new user with login name:   
 or assign posts to an existing user:

**Import Attachments**

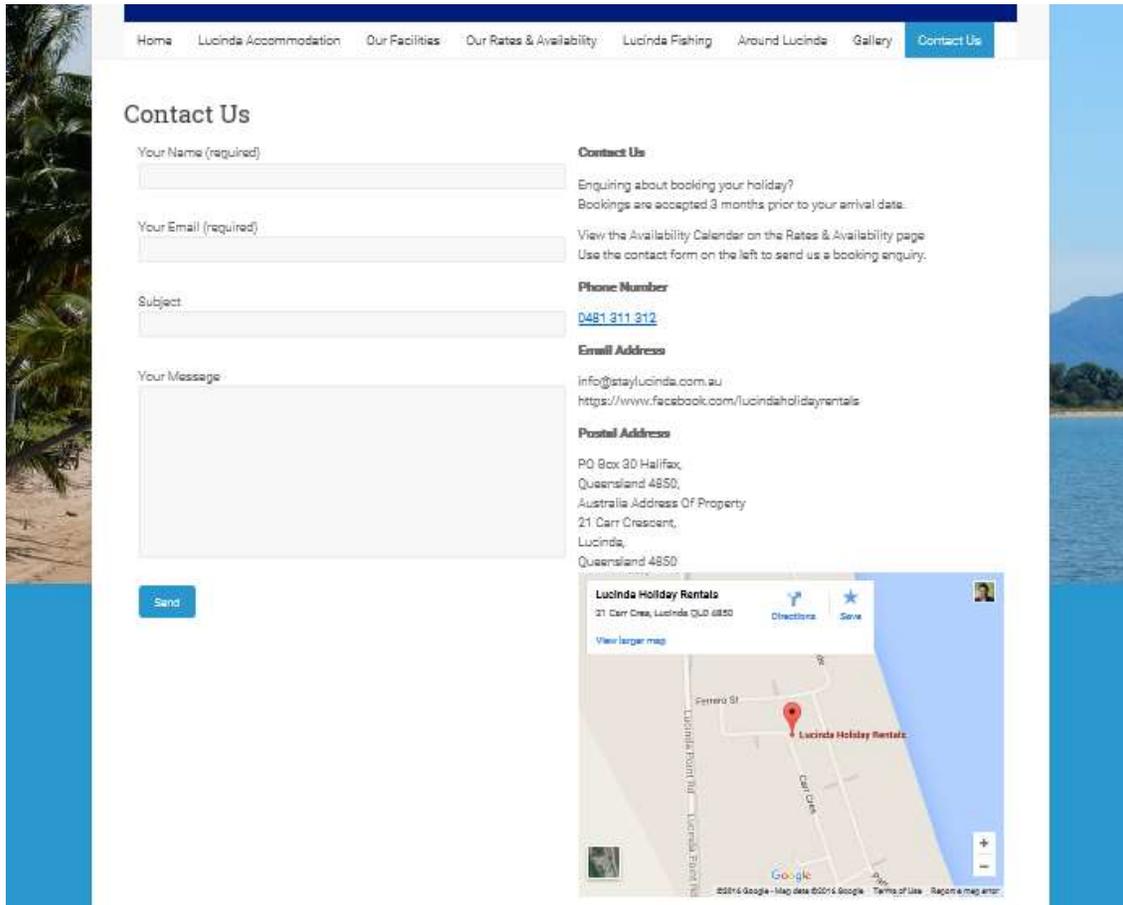
Download and import file attachments

Now go to the **Contact Form** menu on the left hand side of the WordPress menu.

There are now 2 more imported forms you can use. Select the Main Contact Form and copy the shortcode in to your form similar to what we did above.

<input type="checkbox"/> Title	Shortcode
<input type="checkbox"/> <a href="#">Contact form 1</a>	[contact-form-7 id="2023" title="Contact form 1"]
<input type="checkbox"/> <a href="#">Enquiry Form w Attachments</a>  2 configuration errors detected	[contact-form-7 id="1551" title="Enquiry Form w Attachments"]
<input type="checkbox"/> <a href="#">Main Contact Form</a>  2 configuration errors detected	[contact-form-7 id="2746" title="Main Contact Form"]

Congratulations your website is now complete, pat yourself on the back.



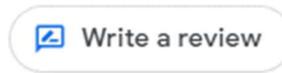
### Course Review

If you have been happy with this course could you please place a Google Review for me.  
If you click on the link below it will take you to my Reviews page on my Web Training Courses website.

<https://www.webtrainingcourses.net/reviews/>



to Google Reviews.



There is a **Click Here** button to go