



Checklist 3: WordPress Setup Checklist

Project Name: _____ Date: _____

	Yes	No
1 Inside your domain control panel (cPanel) search for WordPress. It's possible you'll find it under Softalocious if you don't see WordPress.	<input type="checkbox"/>	<input type="checkbox"/>
2 Click Install and choose the directory you would like to install your new WordPress blog. If this a new domain most likely you leave the directory blank so the blog will be installed on the Home Page. (YourDomain.com)	<input type="checkbox"/>	<input type="checkbox"/>
3 Enter your blog title and tagline. You can easily change this later.	<input type="checkbox"/>	<input type="checkbox"/>
4 Choose a username and password. Do not use admin as the username as it's easily hacked.	<input type="checkbox"/>	<input type="checkbox"/>
5 Enter your admin email address which can be used to reset your password.	<input type="checkbox"/>	<input type="checkbox"/>
6 Everything else is optional. Click Install.	<input type="checkbox"/>	<input type="checkbox"/>
7 Once installed you'll be directed to your blog or a page with the login URL.	<input type="checkbox"/>	<input type="checkbox"/>
8 Log into your WordPress blog and go to updates.	<input type="checkbox"/>	<input type="checkbox"/>
9 Update any current plugins and themes. The trick to a hassle-free WordPress blog is a secure password and keeping your plugins and themes up to date.	<input type="checkbox"/>	<input type="checkbox"/>
10 Inside your WordPress Dashboard go to Settings > Permalinks and change common settings to "Post Name".	<input type="checkbox"/>	<input type="checkbox"/>
11 To change your homepage go to Settings > Reading. Here you can choose your latest blog post or any age you wish.	<input type="checkbox"/>	<input type="checkbox"/>

Notes



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Notes - Installing WordPress is a straightforward process. There are thousands of plugins and themes for various uses. We recommend only install the plugins that you need. Installing dozens of plugins often leads to the website slowing down or causing issues. In the upcoming checklists, we'll cover what plugins to use for each section.

Notes