WordPress Self-Tutorial

Setting Up the Main Menu WordPress Version 4.1.1

In WordPress, the menu allows users to navigate the site. In this workshop, each user will create and enable a menu to help users navigate the site.

Finding the Menu Options

From Appearance, choose Menus.



Creating a New Menu

Because there will be many of us creating menus at once, it's best to name your menu something unique – like perhaps your name. Create the Menu.

Edit Menus	*	Screen Options v Help v
Edit your menu below, or <u>create a new menu</u> .		
Pages .	Menu Name	Create Menu
Most Recent View All Search	Give your menu a name above, then click Create Menu.	
Book Donations WordPress Self-Tutorials		Create Menu
Posts Home Sample Page		

Adding Existing Pages

Once your new menu has been created, view the box that contains pages. Select all pages that you would like to include in the menu. Remember that you can create dropdown menus.



Adding External Links & Categories

External links and categories can be added to the menu in the same manner. Simply add a link and select the desired categories to add these items to the menu.

Pages		,	Pages
Links			Links
LIIIKS			Categories
URL Link Text	http://nh.lib.overdr NH Downloadable Books Add to Menu		Most Used View All Uncategorized Events Instructions Tired of Snow? Local History Books
ategorie	25	r	Select All

Reordering the Menu

Chances are good that you will want to reorder the links on your menu. Simply drag and drop the items into the order you want them to appear. Typically, the higher the menu item, the further to the left it will appear on the menu.

Creating a Dropdown Menu

Sub-menu items are created by dragging a box under and inward of another parent menu item.

me Bobbi's Menu		Menu Structure Drag each item into the orde	r you prefer. Click the arrow on the rig
n item into the order you prefer. Click the	arrow on the right of the iten	Posts	Page v
	Page #	Home	Page v
te dable Books	Custom w	NH Downloadable Books	Custom v
	Category +	Events	Category v
	Category +	Instructions	Category v
is Self-Tutorials sub item	Page v	WordPress Self-T	utorials 🕂
y	Category +	Local History	Category 🔻

Giving you something like this!



Great job! Next week we will adjust some WordPress settings.