

# WordPress Self-Tutorial

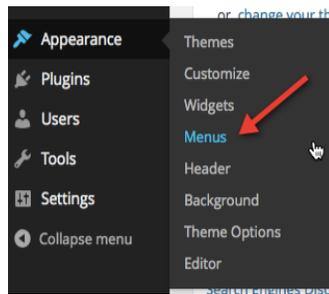
## Setting Up the Main Menu

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 Menu.



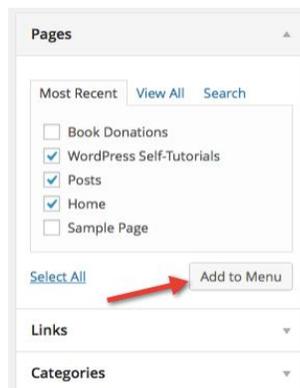
### Creating a New Menu

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.



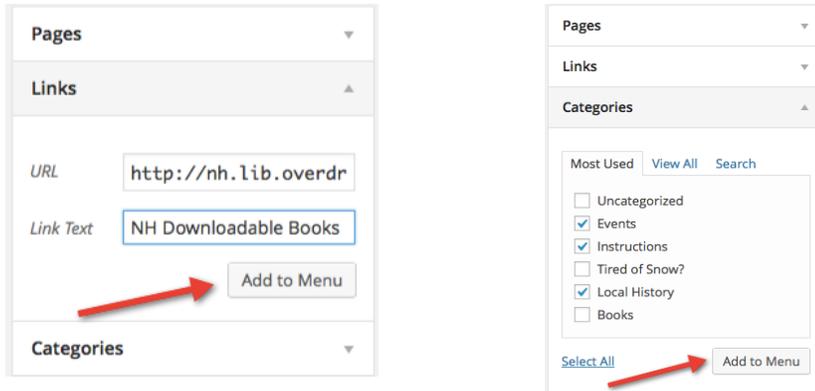
### Adding Existing Pages

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.

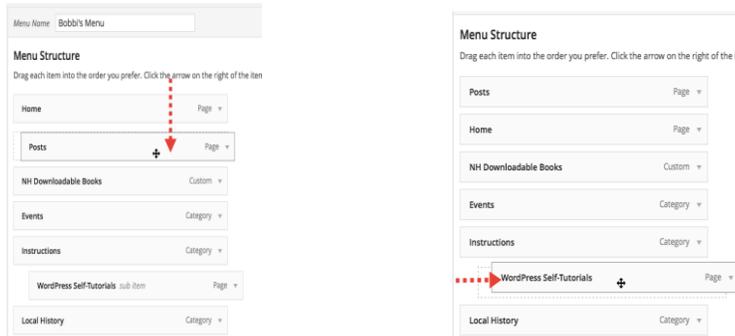


## Reordering the Menu

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.



Giving you something like this!



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