

MANUAL FOR WEBSITE DEVELOPMENT USING WORDPRESS FOR FACULTY SITE

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Site Full View


Faculty of Civil Engineering Header

Top Menu
About Us | Academics | Staff | Research | Facts & Figures | Photos | Video | Community@Civil | FAQ | Contact

Header Right

Select Language

Search this website...



Faculty of Civil Engineering new building


Faculty of Civil Engineering new building M 50 ...

[Read More](#)

Slider

GATEWAYS FOR


- Current Students
- Prospective Students
- Staff
- Alumni
- Business & Industry
- Parents
- Visitors





Intro


It gives me great pleasure to introduce the Faculty of Civil Engineering at UTM. Find out how to apply for a course at Faculty of Civil Engineering.


[Undergraduate Admission](#)
 [Postgraduate Admission](#)



Undergraduate


Postgraduate



Publication



Facilities



Award



Partnership


Featured



Virtual Tour


Wiki@Civil


Jobs@Civil








Staff Faces


Student Faces


Student Blog

News & Announcement

NEWS & ANNOUNCEMENT

-  Pendaftaran Pelajar Baru
September 3, 2012
-  Kempin Sumbangan Endowment UTM Fakaj Ramadhan & Syawal 2012
September 4, 2012
-  UTM Bridge Competition 2012
August 13, 2012
-  Engineering Mechanics Assignment
August 13, 2012
-  FKA B-Bike
August 13, 2012
-  Faculty of Civil Engineering new building
August 13, 2012


Events

FACULTY CALENDAR & EVENTS

<< NOV 2012 >>

M	T	W	T	F	S	S
29	30	1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2


UPCOMING EVENTS

 0 Nations, Italy VS Ireland

30

Primary Sidebar

MESSAGE FROM THE DEAN



Professor Dr. Shahrin Mohammad



Our mission is to train civil engineer and generate the ideas that provide solutions to our most challenging problems. A remarkable collection of people join us in that mission...

FROM THE FACULTY BLOG

- IBD Collaborates with Local & International Security Companies in Developing Bee Sensor Technology
- Public Lecture by Prof. Dr. Halim
- MarEST CERTIFIES UTM AS CORPORATE MARINE PARTNER
- Madinah City Partnership and Strategic Engagement with Ummul Qura and Talibah University
- Malaysian Interest in GOTAPE
- Transformation of UTM Attracted Interest


Recent Photos

RECENT PHOTOS

Videos

VIDEOS




Secondary Sidebar


CENTRE OF EXCELLENCE

- Institute of Environmental and Water Resources Management
- Coastal and Offshore Engineering Institute
- Construction Technology and Management Centre
- Steel Technology Centre

FIND US ON




FEATURED PROFESSOR



Professor Dr. Azlan Abdul Halim. My doctoral thesis is on developing an industrialised precast technique...

ONLINE SYSTEMS

Student website

 Copyright © by Corporate Web Communication Unit,
Office of Corporate Affairs,
Universiti Teknologi Malaysia

2

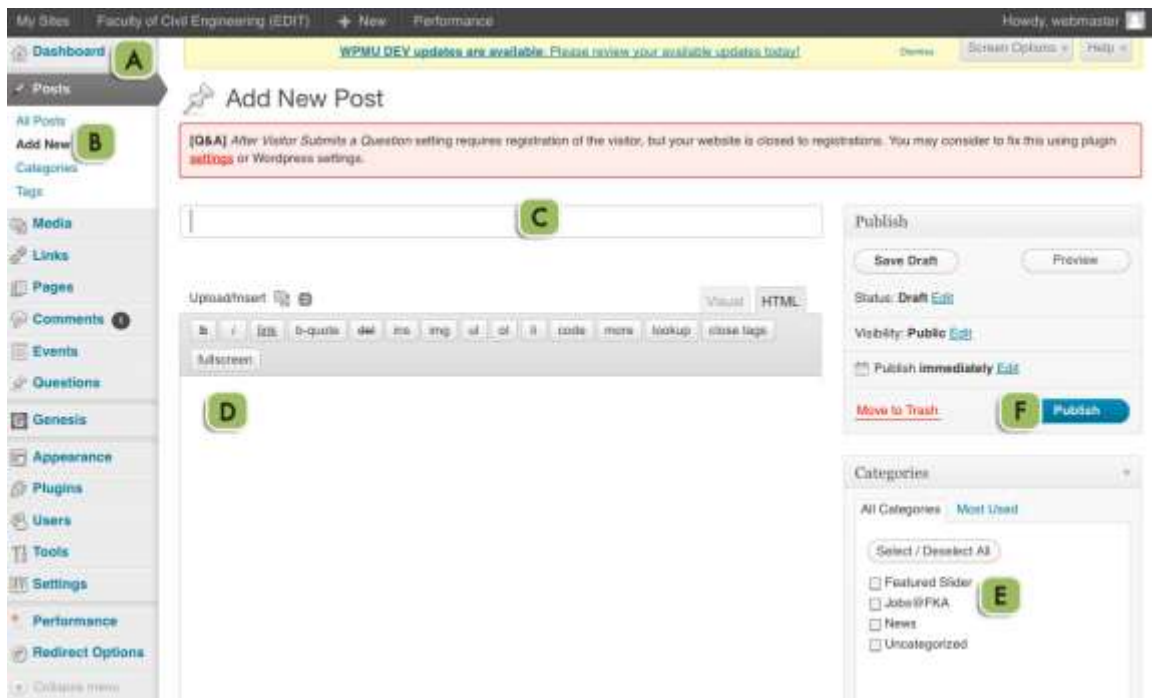
1. How to get into Dashboard?

The image shows a screenshot of the WordPress login page for the Faculty of Civil Engineering at Universiti Teknologi Malaysia (UTM). The browser address bar shows the URL `civil.utm.my/wp-admin/`, with a callout box 'A' pointing to the `/wp-admin/` part. The page features the UTM logo and the text 'UNIVERSITI TEKNOLOGI MALAYSIA'. Below this is a login form with the following elements:

- A 'Username' label above a text input field, with callout box 'B' pointing to the field.
- A 'Password' label above a text input field, with callout box 'C' pointing to the field.
- A checkbox labeled 'Remember Me'.
- A blue 'Log In' button, with callout box 'D' pointing to it.
- A link for '[Lost your password?](#)'.
- A link for '[← Back to Faculty of Civil Engineering \(EDIT\)](#)'.

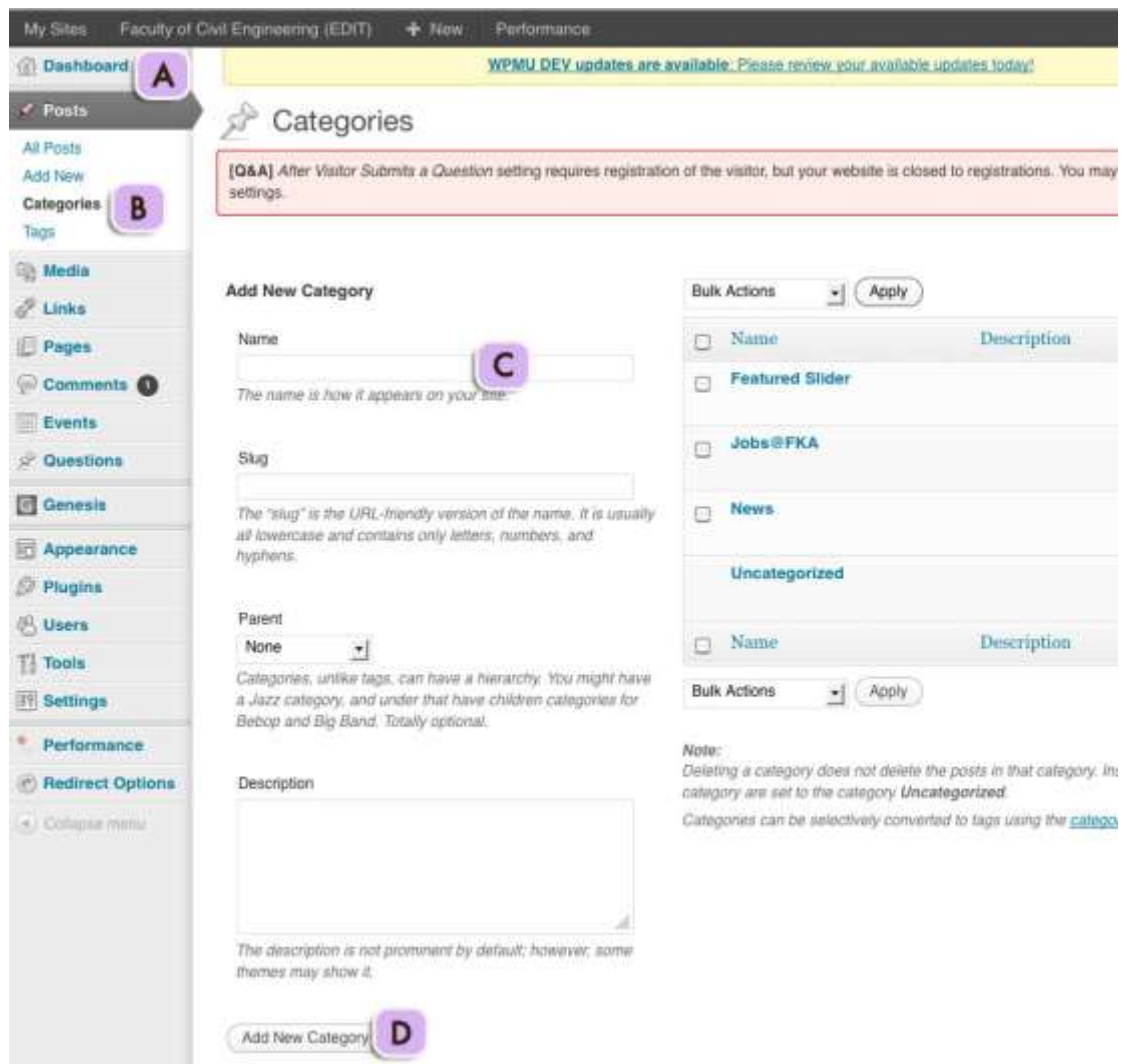
- A. Put */wp-admin* at the end of the site URL.
- B. Key in your username.
- C. Key in your password.
- D. Enter by click 'Log In' button.

2. How to create a new Post?



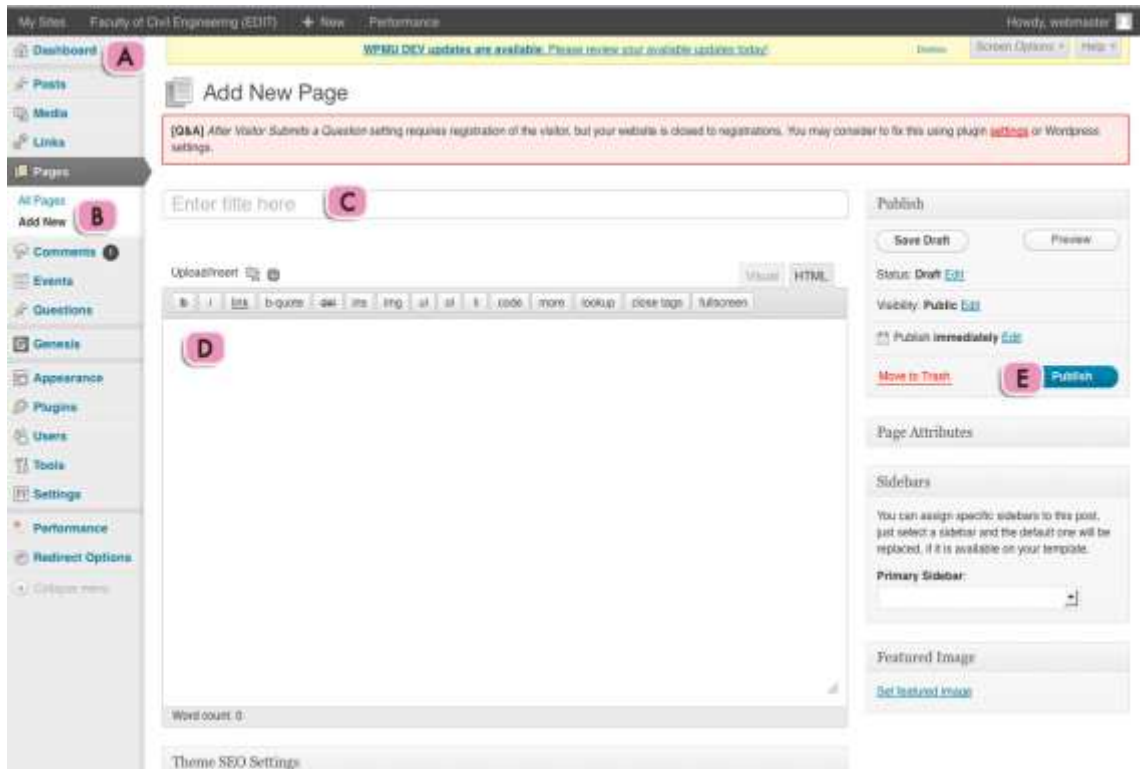
- A. Go to Dashboard.
- B. Go to Posts and select 'Add New'.
- C. Enter the post title.
- D. Insert the post content/ body.
- E. Check the categories box if necessary.
- F. Click 'Publish' button.

3. How to create a Post Category?



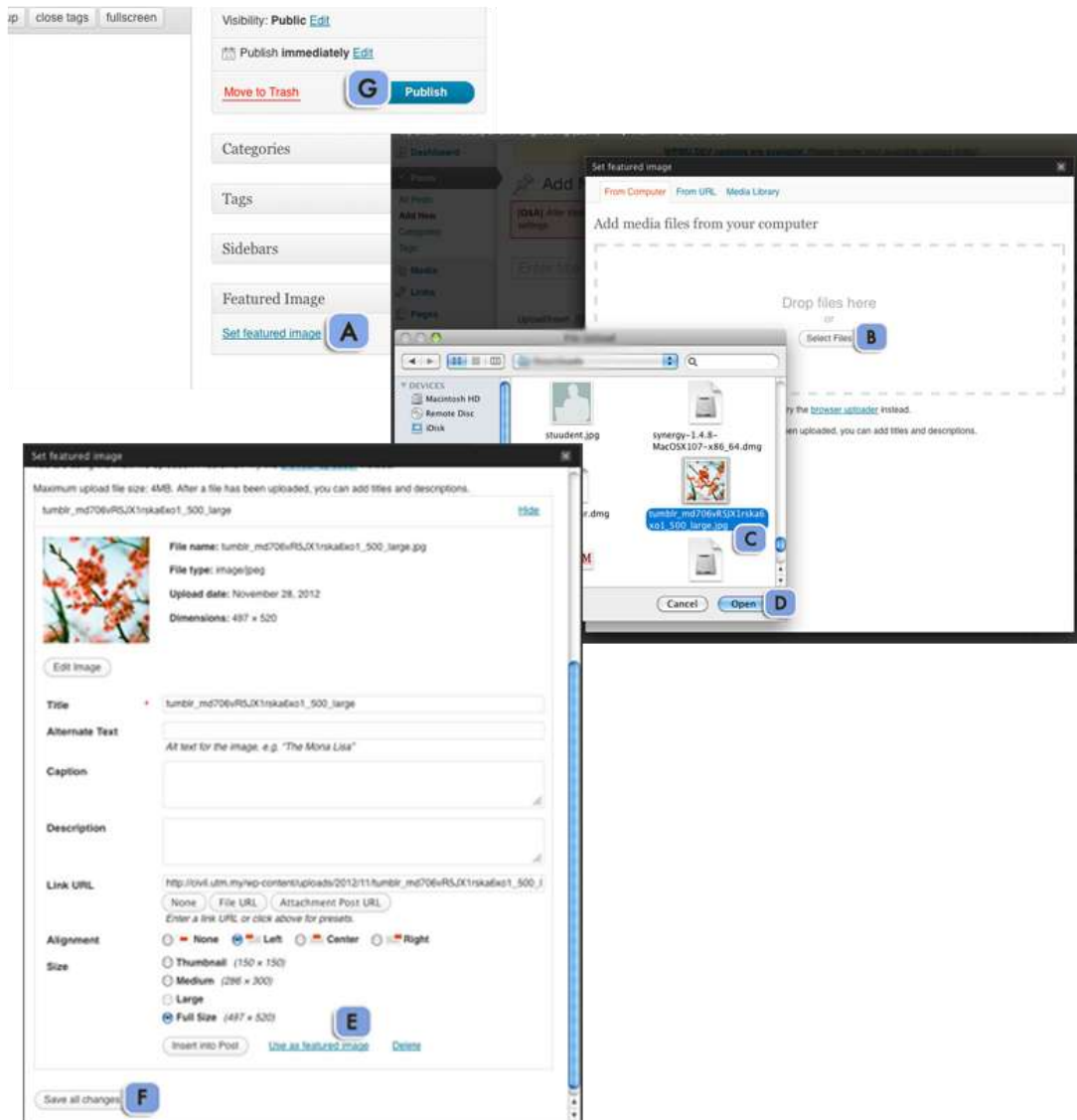
- A. Go to Dashboard.
- B. Go to Posts and select 'Categories'.
- C. Enter the category name.
- D. Click 'Add New Category' button.

4. How to create a new Page?



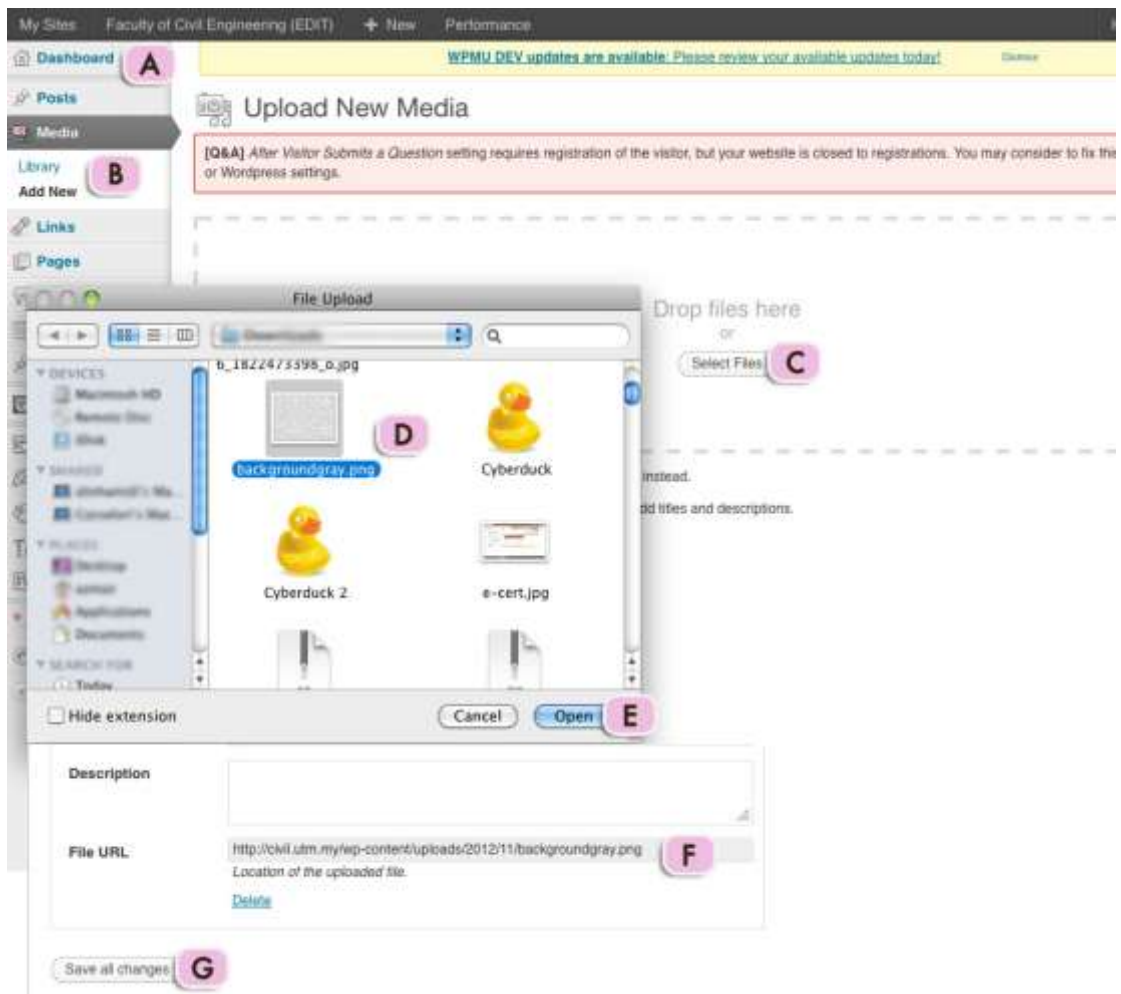
- A. Go to Dashboard.
- B. Go to Pages and select 'Add New'.
- C. Enter the page title.
- D. Insert the page content/ body.
- E. Click 'Publish' button.

5. How to set Featured Image at Post or Page?



- A. Go to post/page and select 'Set featured image'.
- B. Click 'Select files' button.
- C. Select file from your computer.
- D. Select your file and file will be uploaded.
- E. Click 'Use as featured image'.
- F. Click 'Save all changes' button to save changes made.
- G. Click Publish.

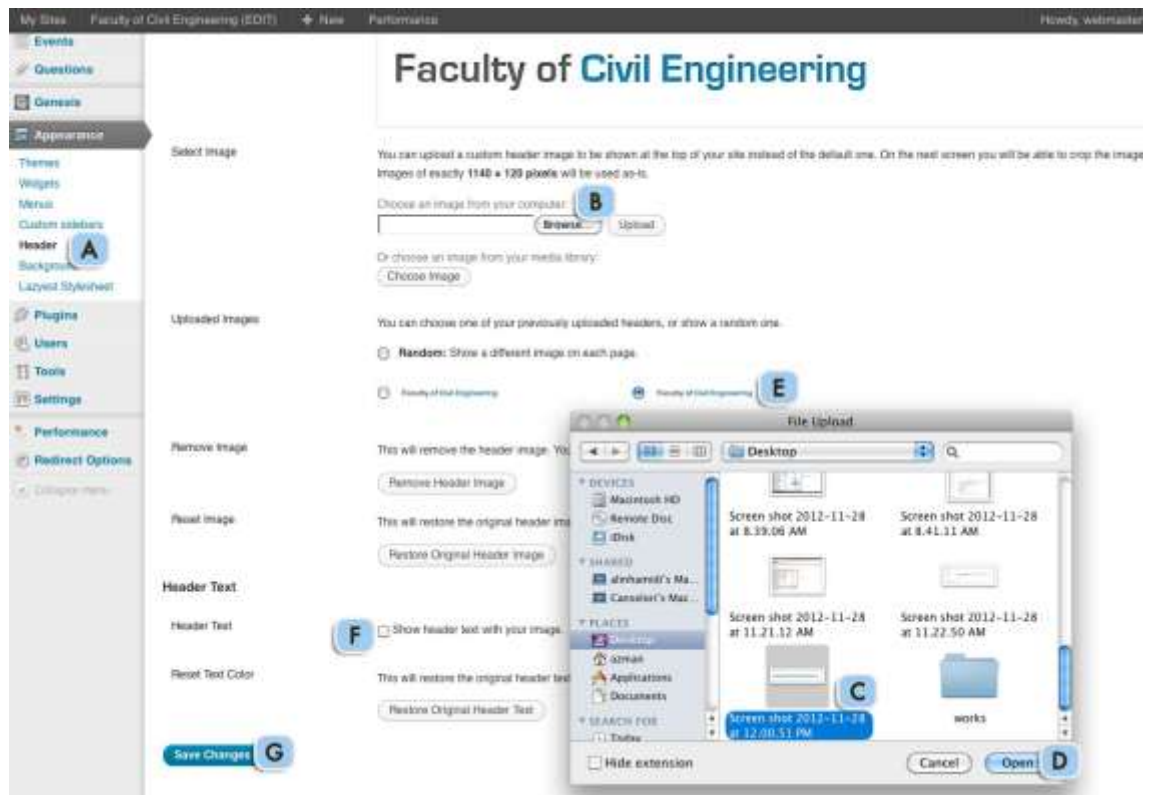
6. How to upload media to Gallery?



- A. Go to Dashboard.
- B. Go to Media and select 'Add New'.
- C. Click 'Select Files' button.
- D. Select file from your computer.
- E. Select your file and your file will be uploaded.
- F. Copy file URL if necessary.
- G. Click 'Save all changes'.

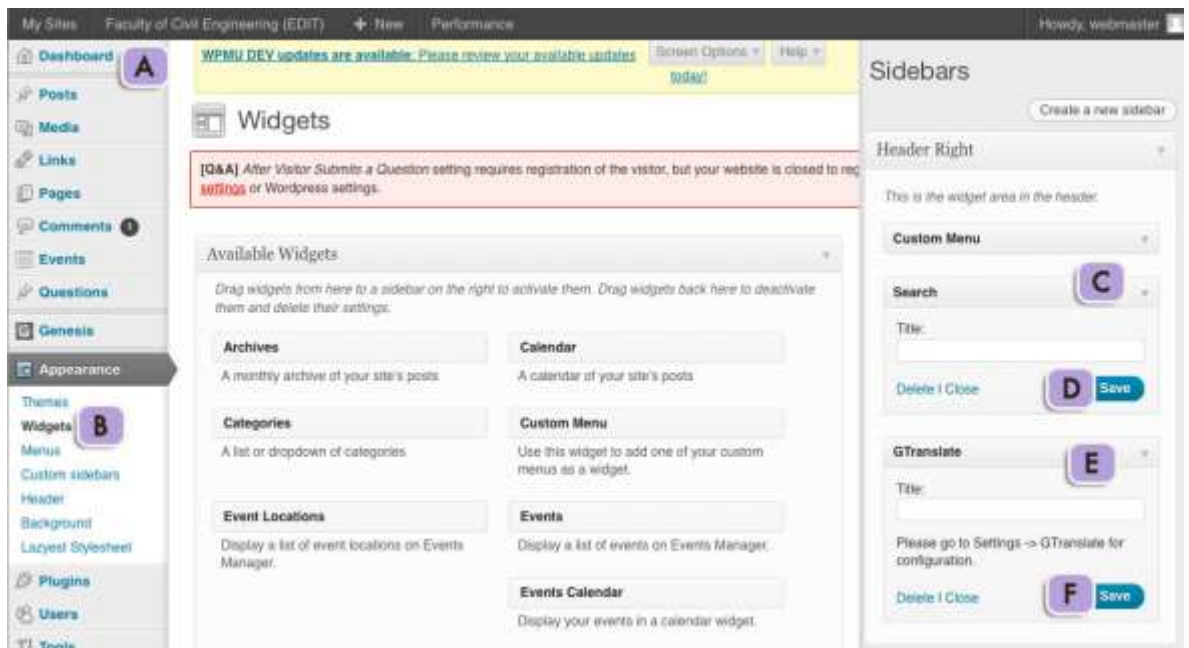
7. How to set up Header?

You need to design an image with the size of 1140 pxl width and 120 pxl height. (save as .png file)



- A. Go to Appearance and select 'Header'.
- B. Click 'Browse' to select your file.
- C. Select file from your computer.
- D. Click 'Open' to select your file. Your file will be uploaded.
- E. Select which header that you would like to use (choose one from your previous uploaded header).
- F. Uncheck box (to hide header text).
- G. Click 'Save Changes' to save all changes.

8. How to set up Header Right Widget?

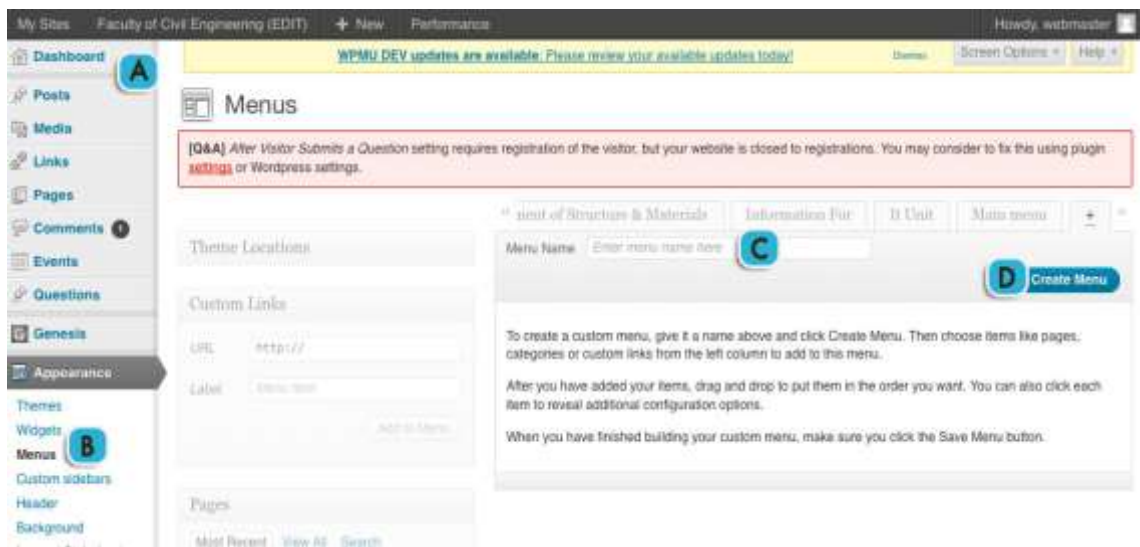


- A. Go to Dashboard.
- B. Go to Appearance and select 'Widgets'.
- C. Drag 'Search' widget and drop it at Header Right section.
- D. Click 'Save' button.
- E. Drag 'Gtranslate' widget and drop it at Header Right section.
- F. Click 'Save' button.

9. How to make and arrange Top Menu?

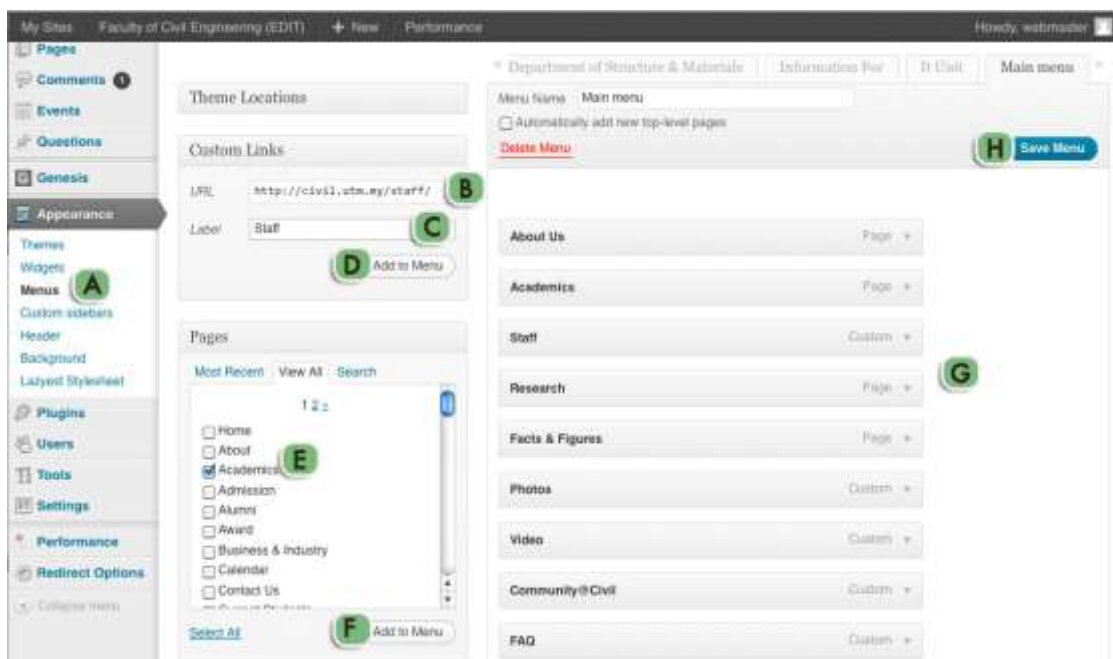
You need to create page or categories to create menu. Refer to item (4) on how to create a new page and item (3) on how to create a post category. This template can make up menu from custom links, pages, locations, events, questions, categories, event tags, event categories, question categories, and question tags.

To create menu:



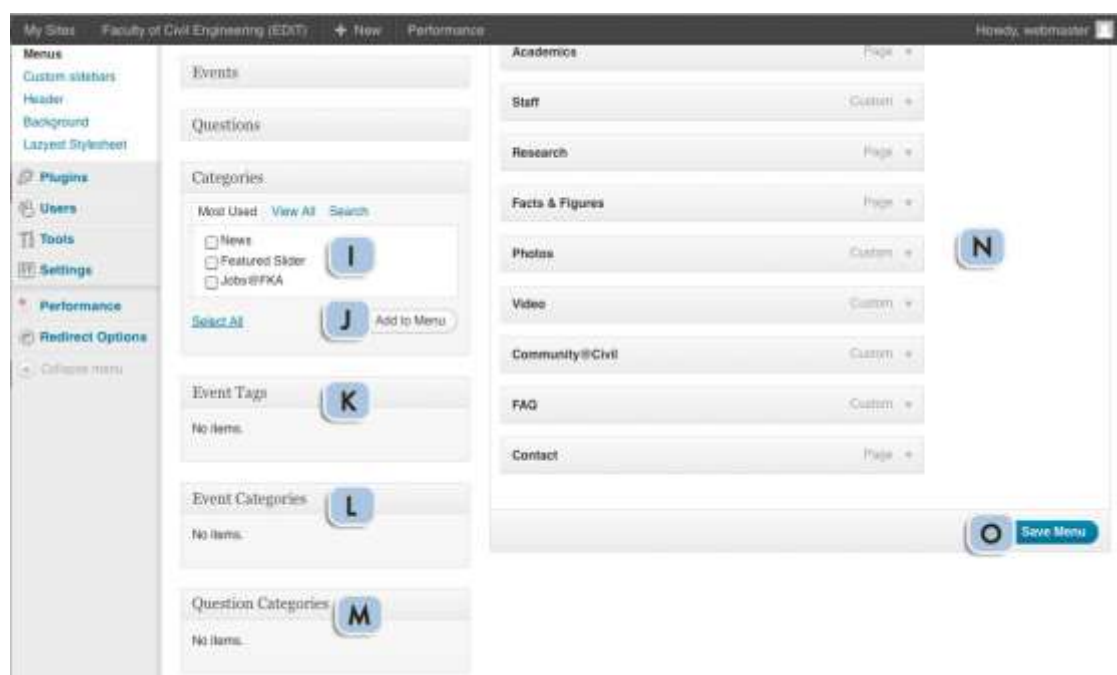
- A. Go to Dashboard.
- B. Go to Appearance and select 'Menus'.
- C. Enter your menu name.
- D. Click 'Create Menu' button to create new menu.

To arrange menu:



- A. Go to Appearance and select 'Menus'.
- B. *Custom Links*: Key in the redirected site/page/post URL.
- C. *Custom Links*: Enter the custom label.
- D. Click 'Add to Menu' button to add the custom link into the Menu. It will be automatically arranged as you see in (G).
- E. *Pages*: Check the box at page you need to include in the menu.
- F. Click 'Add to Menu' button to add pages into the Menu. It will be automatically arranged as you see in (G).
- G. Drag the menu and arrange it as your need.
- H. Click 'Save Menu' button to save all changes made.

Menu can be consists of Event Tags, Event Categories, Categories, and Question Categories.



- I. Check the box at categories you need to include in the Menu.
- J. Click 'Add to Menu' button to add categories into the Menu. It will be automatically arranged as you see in (N).
- K. Menu can be consists of Event Tags.
- L. Menu can be consists of Event Categories.
- M. Menu can be consists of Question Categories.
- N. Drag the menu and arrange it as you need.
- O. Click 'Save Menu' button to save all changes made.

To activate Custom Menu:

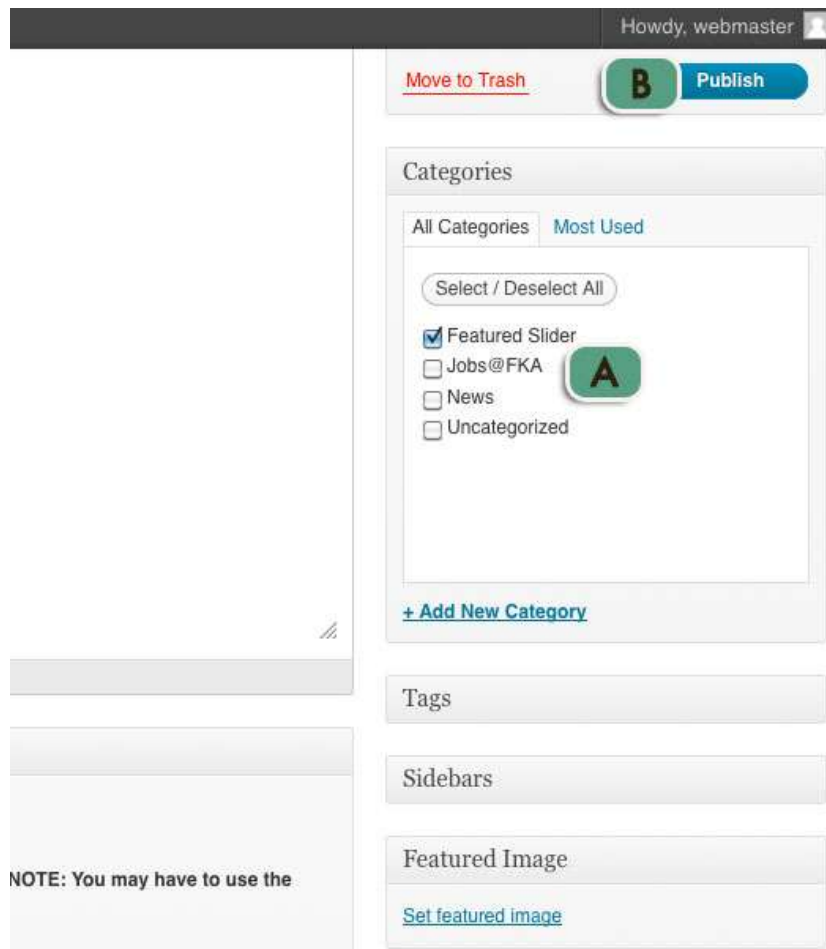
1. Go to Appearance and select 'Widgets'.
2. Drag 'Custom Menu' widget and drop it at 'Header Right' section.
3. Select your menu.
4. Click 'Save'.

10. How to set up Slider?

You need to create a new post and categories. Refer to item (2) on how to create a new post and refer to item (3) on how to create a post category. You also have to set featured image for the post by referring item (5).

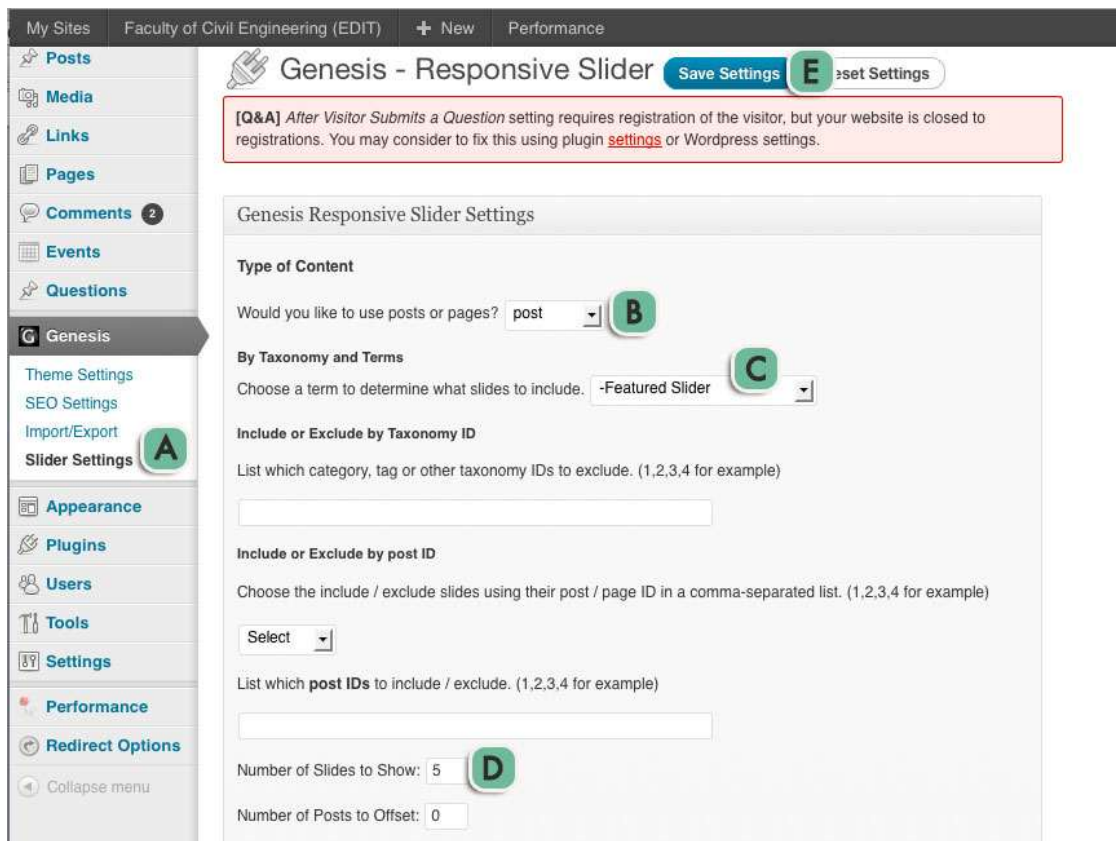
Select which post will be display at slider:

Follow the explanation above with this additional steps:



- A. Check 'Featured Slider' box to each and every post you would like to display at slider.
- B. Click 'Publish' for new post, or click 'Update' for the previous published post.

To set up slider:



- A. Go to Genesis and select 'Slider Settings'.
- B. Set up Responsive Slider by type of content. Choose *post*.
- C. Set up Responsive Slider by taxonomy and terms. Choose *Featured Slider*.
- D. Set number of slides to show at the slider.
- E. Click 'Save Settings' to save all changes made.

To activate slider:



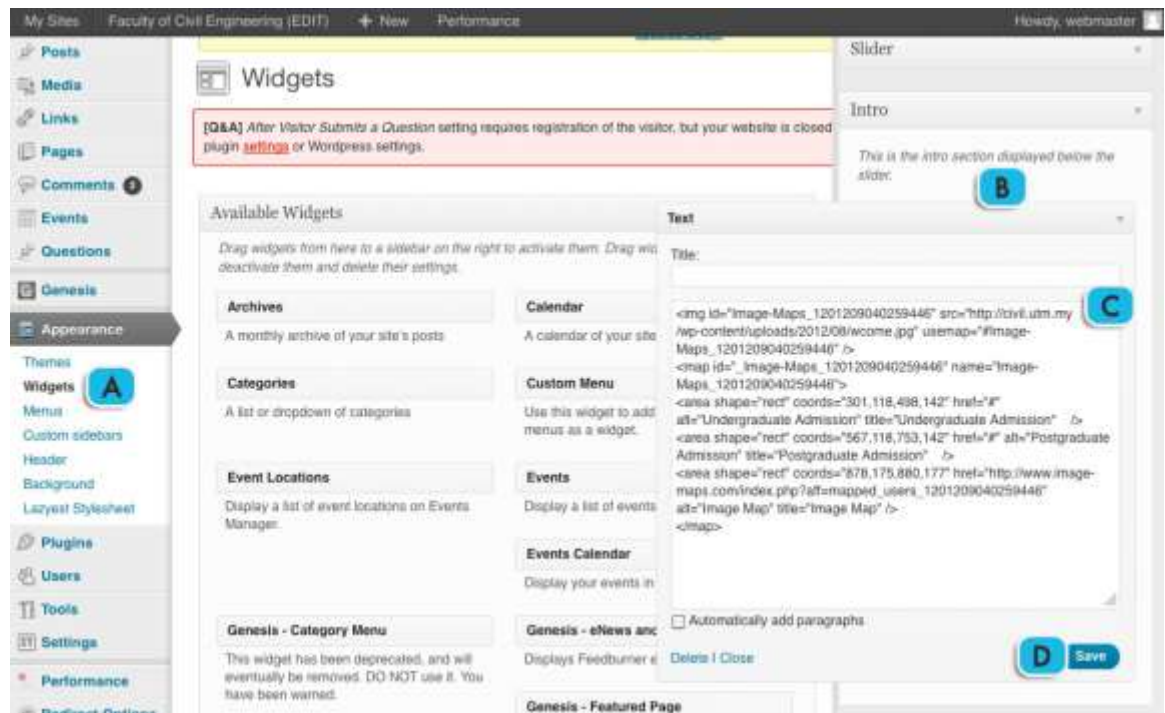
- A. Go to Appearance and select 'Widgets'.
- B. Drag 'Genesis- Responsive Slider' widget and drop it at Slider.
- C. Click 'Save'.

11. How to make Intro?

You need to design an image with the size of 880 pxl width and 177 pxl height. Then, refer to item (6) on how to upload media to Gallery and copy the file URL after has been uploaded.

To set up intro:

Follow the explanation above with addition to this steps below



- A. Go to Appearance and select 'Widgets'.
- B. Drag Text widget and drop it at Intro section.
- C. Insert HTML code* for mapping the image.
- D. Click 'Save'.

*HTML code for Image Map.

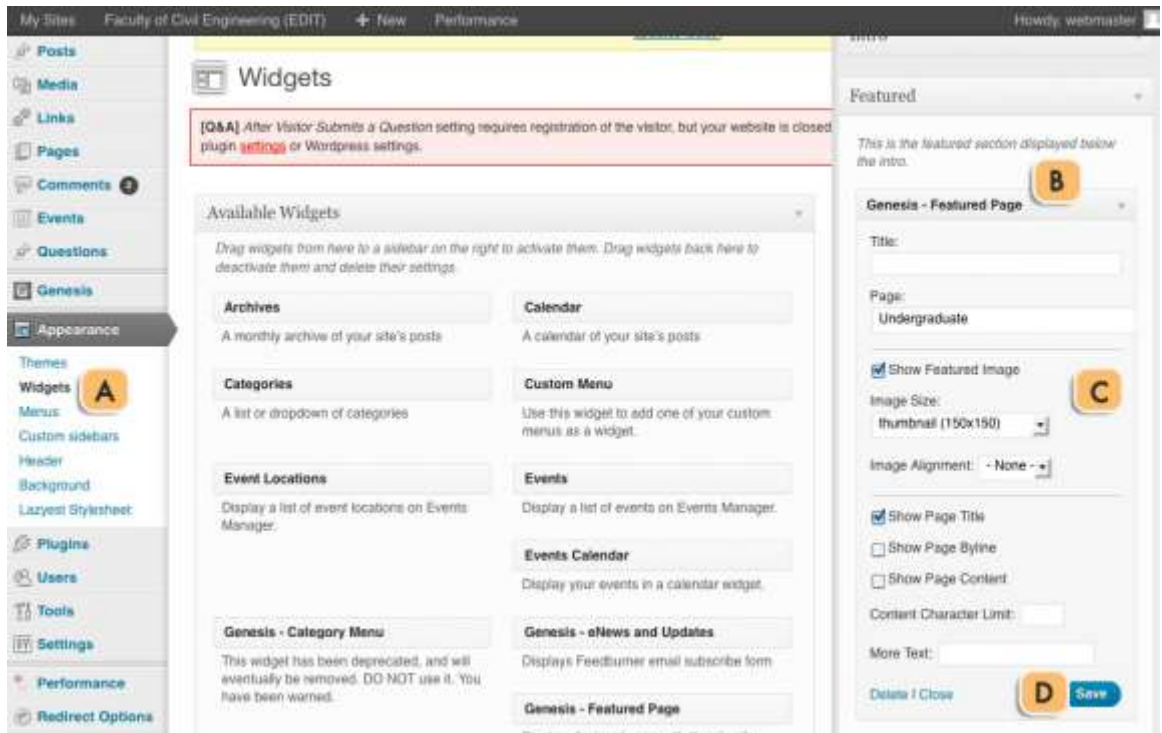
```

<map id="_Image-Maps_1201209040259446" name="Image-Maps_1201209040259446">
<area shape="rect" coords="301,118,498,142" href="#" alt="Undergraduate Admission" title="Undergraduate Admission" />
<area shape="rect" coords="567,118,753,142" href="#" alt="Postgraduate Admission" title="Postgraduate Admission" />
<area shape="rect" coords="878,175,880,177" href="http://www.image-maps.com/index.php?aff=mapped_users_1201209040259446" alt="Image Map" title="Image Map" />
</map>
```

bold text are image URL.

12. How to set up Featured widget?

You need to create a new page to set up this widget. Refer to item (4) on how to create a new page.



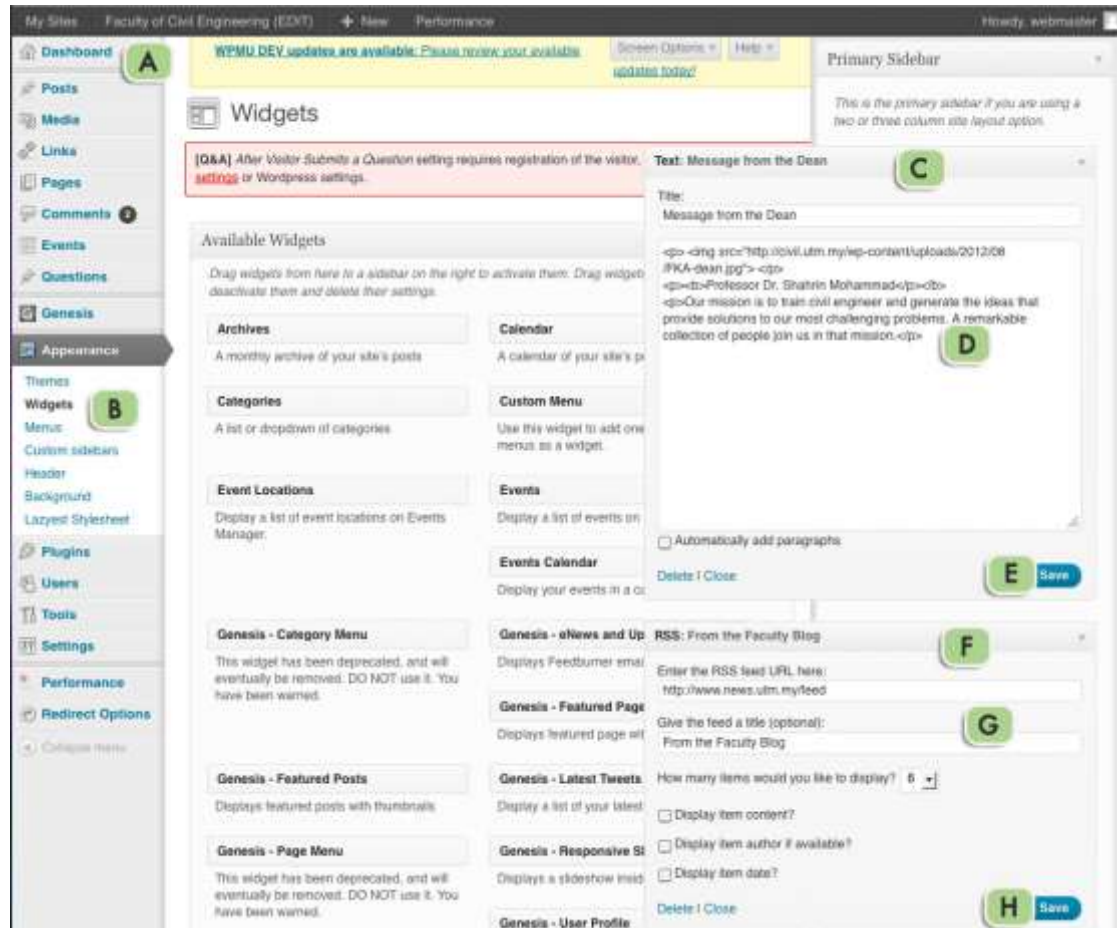
- A. Go to Appearance and select 'Widgets'.
- B. Drag 'Genesis- Featured Page' widget and drop it at Featured section.
- C. Set up the widget as shown. Check *Show Featured Image* box, image size of *thumbnail (150x150)*. Check the *Show Page Title* box.
- D. Click 'Save' to save all changes.

13. How to arrange Primary Sidebar?

For Message From The Dean, you need to design an image with the size of 238 pxl width and 98 pl height. Then, refer to item (6) on how to upload media to Gallery.

To set up Primary Sidebar:

Follow the explanation above with addition to the steps below



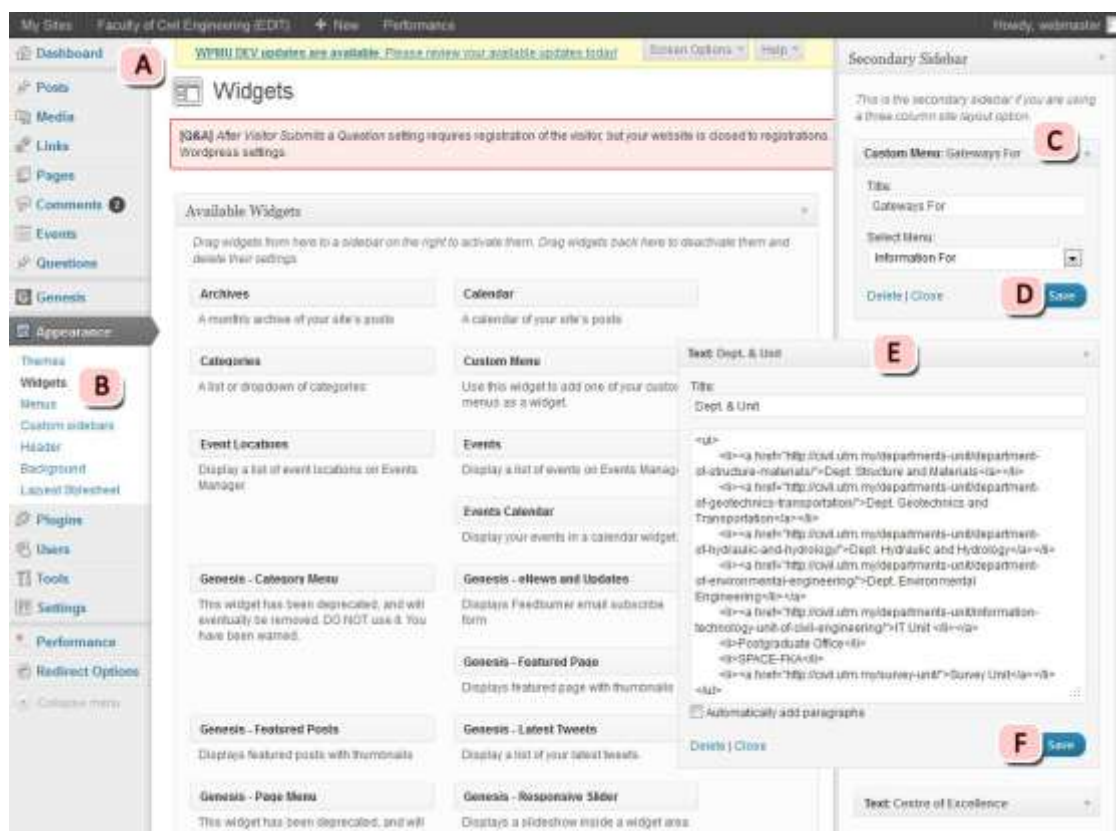
- A. Go to Dashboard.
- B. Go to Appearance and select 'Widgets'.
- C. Drag Text widget and drop it at Primary Sidebar section.
- D. Set up the Text widget. Enter the title for the widget, and insert *HTML code.
- E. Click 'Save' button to save changes made.
- F. Drag RSS widget and drop it at Primary Sidebar section.
- G. Set up the RSS widget. Enter the widget title, RSS feed URL, and number of items to display.
- H. Click 'Save' to save all changes made.

*HTML code for Text widget

```
<p>  </p>  
<p><b>Professor Dr. Shahrin Mohammad</p></b>  
<p>Our mission is to train civil engineer and generate the ideas that provide solutions to our most challenging problems. A remarkable collection of people join us in that mission.</p>
```

14. How to arrange Secondary Sidebar?
You need to refer to item (9) on how to create new menu.

To set up Secondary Sidebar:
Follow the explanation above with the addition to the steps below



- A. Go to Dashboard.
- B. Go to Appearance and select 'Widgets'.
- C. Drag and drop 'Custom Menu' widget at Secondary Sidebar section. Set up by give the widget a title, and select which menu will be displayed.
- D. Click 'Save'.
- E. Drag and drop 'Text' widget at Secondary Sidebar section. Insert HTML code for listing.
- F. Click 'Save'.

Repeat step E to F for other Text widget in Secondary Sidebar.

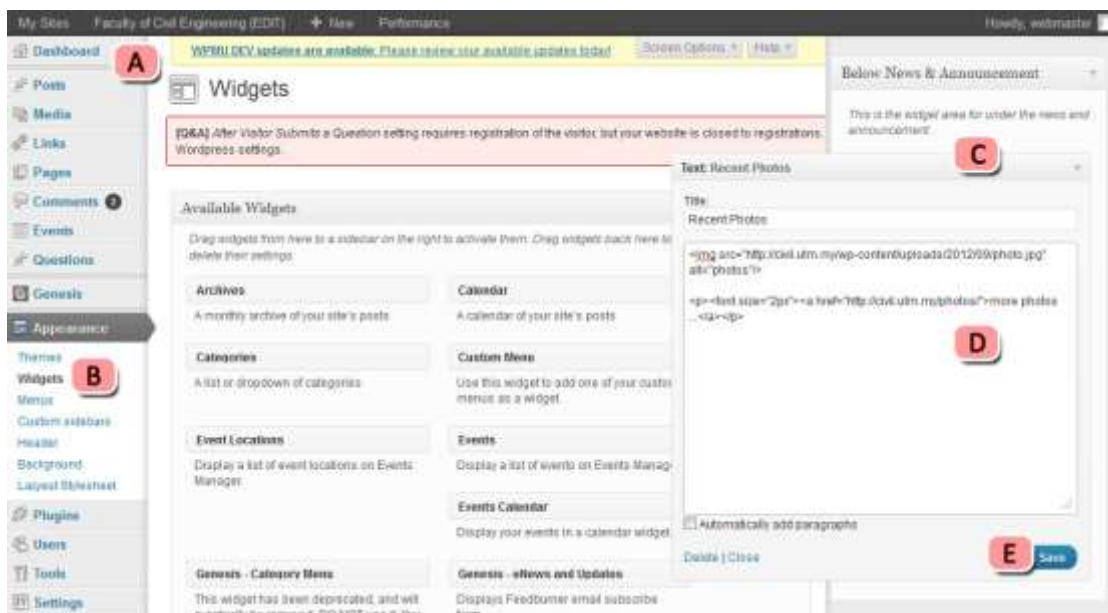
15. How to put Recent Photos?

You have to design an image with the size of 270 pxl width and 180 pxl height. Then refer to item (6) on how to upload media to Gallery. Copy the file URL.



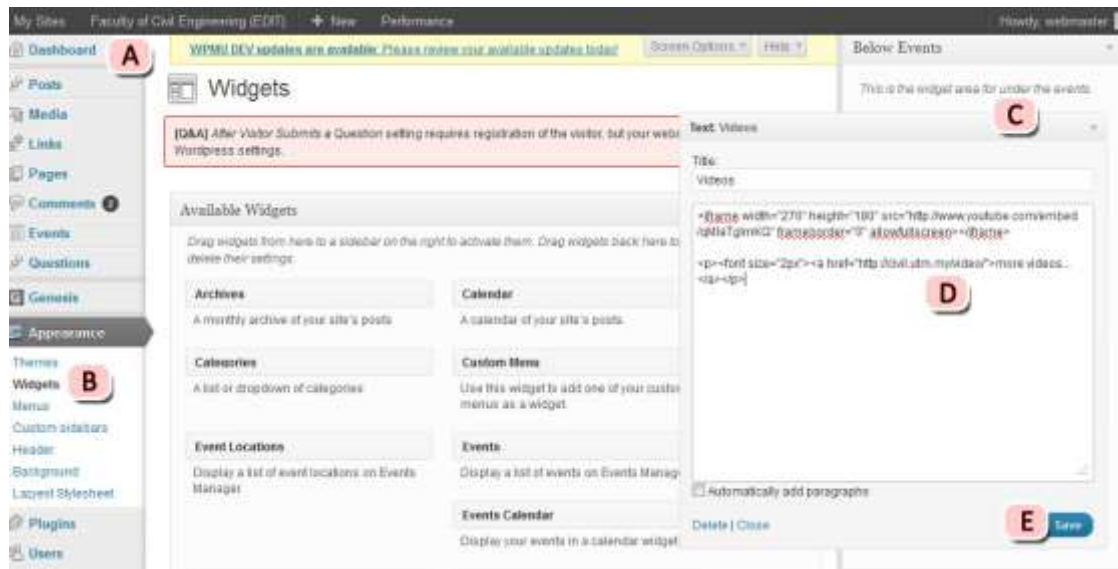
How to put Recent Photo?

Follow the explanation above with addition to the steps below



- A. Go to Dashboard.
- B. Go to Appearance and select 'Widgets'.
- C. Drag and drop "Text" widget at Below News & Announcement section.
- D. Set up by give the widget a title, and insert HTML code.
- E. Click 'Save' to save all changes.

16. How to put Videos?



- A. Go to Dashboard.
- B. Go to Appearance and select 'Widgets'.
- C. Drag and drop the 'Text' widget at 'Below Events' section.
- D. Set up the widget by give the widget a title, and insert HTML code.
- E. Click 'Save'.

HTML code

```
<iframe width="270" height="180" src="http://www.youtube.com/embed/qMlaTgIrnKQ"
frameborder="0" allowfullscreen></iframe>
```

```
<p><font size="2px"><a href="http://civil.utm.my/video/">more videos...</a></p>
```