

**I Just Got This WordPress
and Don't Know How to Use It**



Who this talk is for

- Total WordPress beginners
- People who just inherited a WordPress site from the previous manager

First things first...

Welcome to WordPress!

What we'll be talking about today

- Basic concepts of WordPress and web hosting
- Important habits for keeping a WordPress site healthy
- How to identify and learn the specific editor in use on your WordPress site

What we *won't* be covering today

- Editing content in WordPress
- Troubleshooting a broken site

Tiffany Bridge



- Product Manager, WordPress eCommerce, Nexcess
- Formerly WordPress.com Special Projects, Freelance

Has this ever happened to you?

Dashboard

- Home
- Updates 10
- Nexcess
- Set up
- Store Details
- Posts
- Media
- Pages
- Comments 10
- WooCommerce
- Products
- Analytics
- Marketing
- Appearance
- Plugins 4
- Users
- Tools
- Settings
- Video Tutorials
- Instagram Feed 1
- Kadence Blocks
- Collapse menu
- Streamline menu

A foreign object cache drop-in was found. To use Redis for object caching, please [enable the drop-in](#).

Dashboard

Your site is currently running on an out-of-date version of PHP!

PHP is the underlying programming language that WordPress and its themes/plugins are written in. Newer releases bring more features, better performance, and regular security fixes.

Your site is currently running on PHP 7.4, which stopped receiving security updates on November 28, 2022!

For improved performance and security, we recommend [upgrading your site's PHP version](#) at your earliest convenience.

The streamlined menu is no longer active

If at any point you wish to use the streamlined admin menu, click  Streamline menu at the bottom of the menu.

WooCommerce database update required

WooCommerce has been updated! To keep things running smoothly, we have to update your database to the newest version. The database update process runs in the background and may take a little while, so please be patient. Advanced users can alternatively update via [WP CLI](#).

[Update WooCommerce Database](#) [Learn more about updates](#)

Site Dashboard

[Store Setup](#) [Store Analytics](#) [Nexcess Hosting Dashboard](#)

[Dismiss](#)

Welcome to WordPress!

[Learn more about the 6.1.1 version.](#)



Author rich content with blocks and patterns



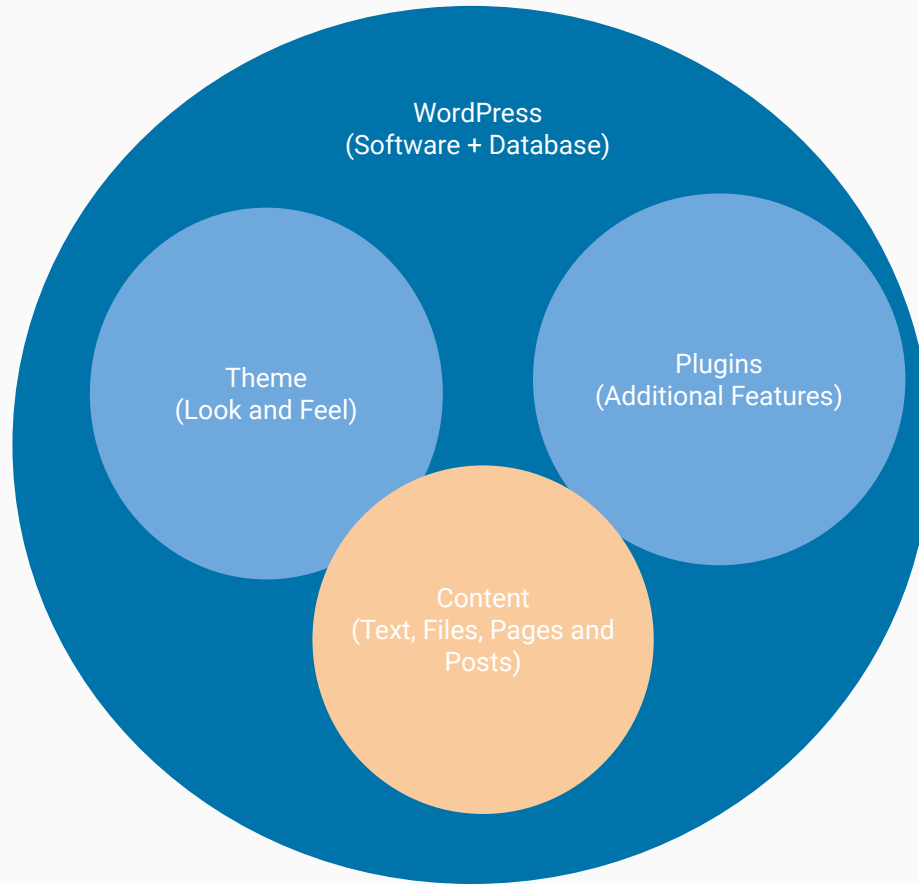
Start Customizing

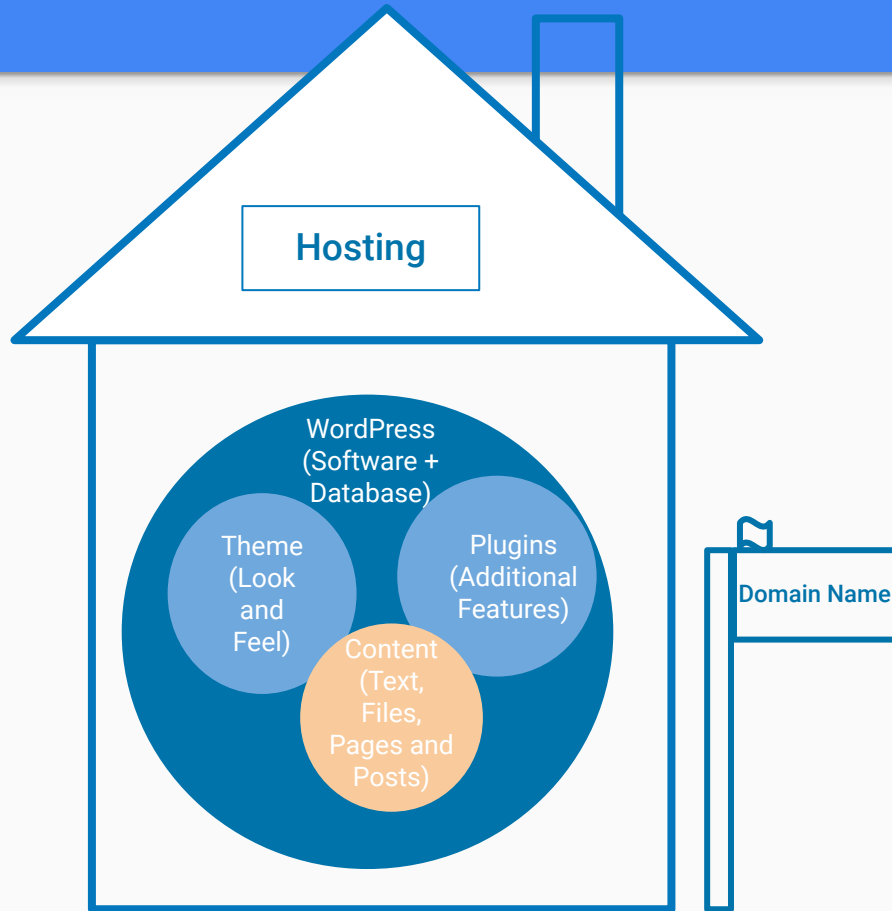


Discover a new way to build your site.

Don't Panic!

First, some vocabulary





So what do you do with all this?

Step 1: Assess

1. Where is it hosted?
 - a. Who is hosting this.com
 - b. Who is paying the bill?
2. Are there backups?
3. Is there a staging site?
4. Are there software updates to be done?
5. Do I have access to tech support?
6. Which editor is the site using?



Hello world!

Welcome to WordPress. This is your first post. Edit or delete it, then start writing!



Post Block

Summary

Visibility Public

Publish September 10, 2021 4:58 pm

URL 271603432c.nxcli.net/hello-world/

Template Single

Stick to the top of the blog

AUTHOR

admin

[Move to trash](#)

Categories

Tags

Featured image

Excerpt

Discussion

Dashboard

Nexcess

Posts

All Posts

Add New

Categories

Tags

Media

Pages

Comments

Appearance

Plugins 2

Users

Tools

Settings

Collapse menu

A foreign object cache drop-in was found. To use Redis for object caching, please [enable the drop-in](#).

Edit Post [Add New](#)

Your site is currently running on an out-of-date version of PHP!

PHP is the underlying programming language that WordPress and its themes/plugins are written in. Newer releases bring more features, better performance, and regular security fixes.

Your site is currently running on PHP 7.4, which stopped receiving security updates on November 28, 2022!

For improved performance and security, we recommend [upgrading your site's PHP version](#) at your earliest convenience.

Hello world!

Permalink: <https://271603432c.nxccli.net/hello-world/> [Edit](#)

[Add Media](#)

Paragraph **B** *I*

Welcome to WordPress. This is your first post. Edit or delete it, then start writing!

Word count: 15

Last edited on September 10, 2021 at 3:58 pm

Publish

[Preview Changes](#)

Status: **Published** [Edit](#)

Visibility: **Public** [Edit](#)

Published on: **Sep 10, 2021 at 15:58**
[Edit](#)

[Move to Trash](#)

[Update](#)

Categories

All Categories [Most Used](#)

Uncategorized

[+ Add New Category](#)

Tags

[Add](#)

Separate tags with commas

[Choose from the most used tags](#)

ELEMENTS GLOBAL

Q Search Widget...

FAVORITES >

BASIC v

- Inner Section
- Heading
- Image
- Text Editor
- Video
- Button
- Divider
- Spacer
- Google Maps
- Icon

PRO v

- Posts
- Portfolio
- Gallery
- Form

UPDATE

My Great Demo Store

Shop

Navigator

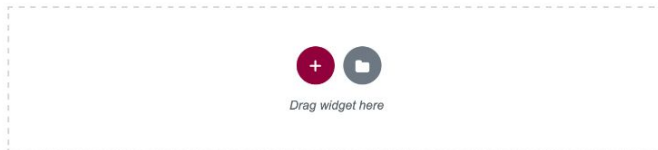
- Section

UNCATEGORIZED

Hello world!

By admin • September 20, 2021

Welcome to WordPress. This is your first post. Edit or delete it, then start writing!



One Comment



A WordPress Commenter says:
September 20, 2021 at 5:04 pm | Edit

Reply

Step 2: Get your house in order

1. Take a complete backup
2. Create a staging site if possible
3. Start updating things, one at a time
4. Note anything to follow up on: plugin licenses, updates that can't be run, other questions
5. Start exploring content editing

Step 3: Regularly manage your site

1. Establish a cadence of backups and updates
2. Find some tutorials for WordPress generally and your editor specifically
3. Leverage that staging site to get brave and experiment!

You've totally got this!

Recap, Questions, Discussion

What is something new you've learned today?