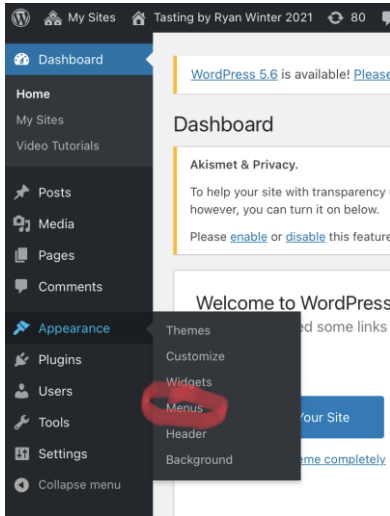


# Wordpress Workshop Week 2: Adding menu bar and uploading/editing photos

## Adding Menu Bar:

Your menu bar will consist of all of your posts. Access the menu bar editing tool inside your “Dashboard” and under “Appearance”

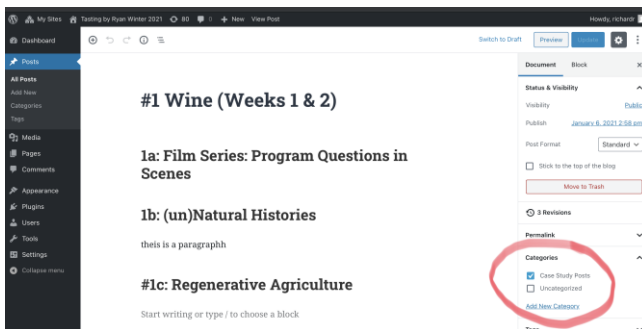


Step 1: For this website I suggest adding your “Posts” first (even though you’ll be leaving them blank until you do your food lab). You may find it easier to populate all items of you menu at the same time.

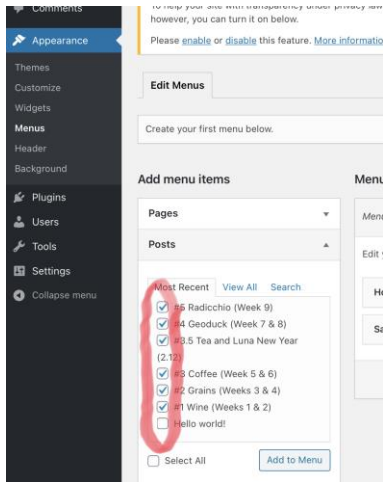
You will start with:

- #1 Wine (Weeks 1 & 2)
- #2 Grains (Weeks 3 & 4)
- #3 Coffee (Weeks 5 & 6)
- #3.5 Tea and Lunar New Year (2.12) \*This post will be out of order\*
- #4 Geoduck (Weeks 7 & 8)
- #5 Radicchio (Week 9)

Step 2: Make sure to add a “Category” to your post called “Case Study Posts”. Your pages will live under this heading on your website.

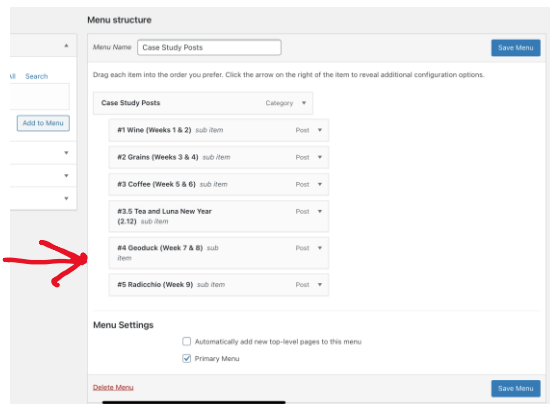


### Step 3: Adding Post to Menu

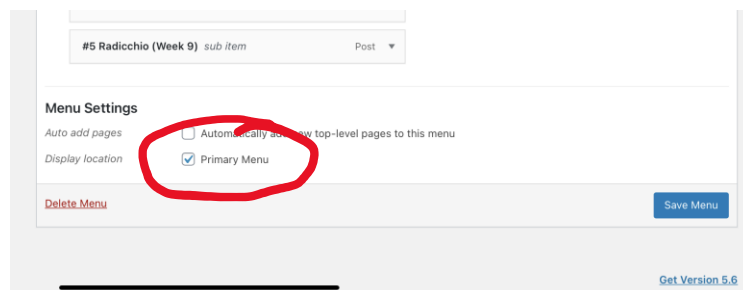


Once you create your “Posts” your “Posts” Menu will populate as seen above. Click each post to enable check box and click add to menu. You will be able to drag and drop to order of your menu items.

Add “Case Studies Posts” from “Category” tab. Put the “Case Studies Posts” at the top of your Menu and make all other posts sub-menu items by dragging slightly to the right.



**\*\*Make sure to click “Primary Menu”**



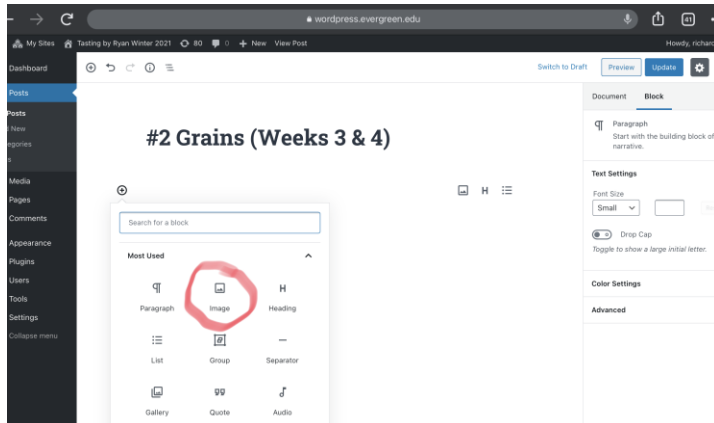
Save Your Menu

## Adding Photos:

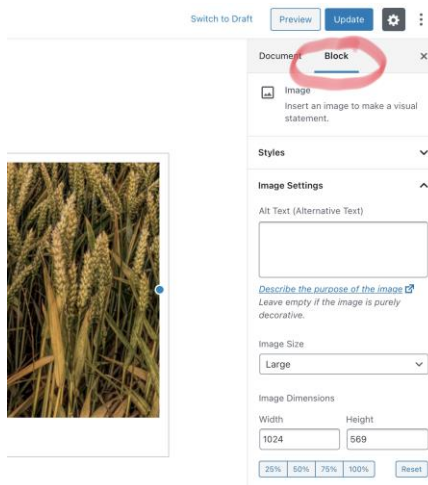
### Note:

- All photos added to your Wordpress site must first be uploaded to your “Media Library”.
- Keep your file size as small as possible, you have limited server space and you will run out of space quickly.
- You can edit the resolution of your photos within your “Media Library” though editing does not work for a featured image.

Photos can be added from your “Text Block”



You can edit your photo inside your post by clicking on “Block”



## Image Resolution:

Resolution refers to the amount of pixels in an image.

Notable resolutions:

- Canon Rebel t7: 5184x3466 or 18MP
- 4K: 3840x2160
- Full HD: 1920x1080
- HD: 1280x720
- iPad (3<sup>rd</sup>/4<sup>th</sup> Gen): 2048x1436
- iPhone 12: 1170x2532 @ 460ppi | Physical size 5.78x2.82”

Standard ppi for computer monitor is 96ppi.