

JOOMLA!3.X MADE EASY

THE STEP-BY-STEP GUIDE TO BUILD A JOOMLA! 3.X WEBSITE FOR NEWBIES

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Joomla! 3.x features

Joomla! 3.x is a whole new exciting world with a lot of cool improvements. You can check out six great features in the infographic below.

For more information about Joomla! 3.x features, you should go to <u>http://www.joomla.org/3/en</u>.

6 GREAT FEATURES OF JOOMLA! 3.X			
RESPONSIVE LAYOUT	B POWERED BY BOOTSTRAP		
On both administration and front-end interface	Sleek interface with robust unified elements set		
3 Source of jQuery Javascript	Steps installation Install Joomla within a few seconds		
Joor	nlaShine		

Six great features of Joomla! 3.x

Step 1: Get to know Joomla! CMS

In the past if you needed a website, the only option was to hire a professional web studio to build it and then you were fully reliant on them to maintain it. But now, with the rise of free open source software, you can easily build a website yourself by using a Content Management System (CMS). There are several CMS's around, but the most suitable for a small / medium website is Joomla!.

In this section you will have a brief introduction to Joomla! and what it is made of.

What is Joomla! CMS?



Joomla! logo

Joomla! CMS is free web-based software which allows you to create and manage websites. You can control:

- 1. Website content like text, photos, videos, etc.
- 2. Website appearance by utilizing templates
- 3. Website functionality by utilizing extensions.

There are two parts of the system: the front-end (what the public see) and the back-end (what administrators see).

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> he front-end

The front-end

The front-end is what people see when they visit your website. Normally there are standard items including a logo, menu bar, side column and main text packaged up in a cool design.



The website front-end

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine



Viewing an article in the front-end

The back-end

The back-end is the administration area and is where you control your website. Access is provided via a special login page and only for users with administrator permission.

Joomla 🖻	System + Users + Menus + Content + Components +	Extensions 🕶 Help 👻 Super User 👻
🔀 Joomla!"	Control Panel	
SUBMENU Dashboard SYSTEM Global	MY RECENTLY ADDED ARTICLES Getting Started Super User 2011-01-01	QUICK LINKS
Configuration System Information	LOGGED-IN USERS	Category Manager
Clear Cache Global	Super User Site 2012-12-19	Menu Manager
Check-in Install Extensions	Super User Administrator 2012-12-19	User Manager

The Joomla! back-end

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

🜠 Joomla! Article Manager: Edit Article	
🖸 Save 🖉 💙 Save & Close 🕇 + Save & New 🖓 Save as Copy 😒 Close 🖗 Help	
Article Details Publishing Options Article Options Configure Edit Screen Metadata Options	Details
Article Permissions itle * Getting Started Category * Uncategorised *	Getting Started Status
B I U ANK E E E E E Styles • Paragraph • E E I II	Access
It's easy to get started creating your website. Knowing some of the basics will help.	Featured No
A content management system is software that allows you to create and manage webpages easily by separating the creation of your content from the mechanics required to present it on the web.	Language All
In this site, the content is stored in a <i>database</i> . The look and feel are created by a <i>template</i> . The Joomlal software brings together the template and the content to create web pages.	Tags Select some option
Article Image Page Break VRead More Toggle editor	ø Jeemlashina.cor

Editing an article in the back-end

What is Joomla! made of?

Now, let's explore the main parts of Joomla!

Content

In Joomla!, content consists of articles, categories and media.

Articles

Articles are the main building blocks of a Joomla! website. In the front-end you can easily recognize an article as a piece of text with/without images, presented in the main content area.





At the back-end, articles are managed using the "Article Manager" which is accessible via the menu "Content" => "Article Manager".

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

Joomia 🕅 System	Users + Menus + Content + Components + Extensions + Help +	Super User +
🔀 Joomla!	Article Manager: Articles	
O New 🛛	Eat 💙 Publish 🙁 Ungublish 🗶 Feetured 🏛 Andrive 🗹 Check In 🖄 Trash	E Batch Options B Help
Articles Categories	Search title or allas. Prefix with I	Title * Ascending * 20 *
Featured Articles	¢ 🔲 8intus Titie♥	Access Author Language Date ID
Filter:		Public All 2011-04-01 102
Select Status - *	Administrator Components Calegory: Components	Public (Alias: Joornial) All 2011-01-01 1
Select Category - *	Archive Module Calegory: Content Modules	Public (Altax: Joomial) All 2011-01-01 2
Select Max Level	Article Categories Module Category: Context Module	Public All 2011-01-01 3
Select Access - *	Articles Category Module Category: Content Modules	Public (Allas: Joomial) All 2011-01-01 4
Select Author - *	Australian Parks Calegory: Park Ste	Public (Alias: Parks All 2011-01-01 6 webmaster)
- Select Language - *	Authentication Calegory: Pugns	Puble (Aller: Jossie) 40.01111/201444416.00511

The "Article Manager"

Here, you can create new articles, edit them, choose to publish or unpublish them etc.

Categories

Categories help you to organize your articles more conveniently. You can imagine categories as folders containing files. For example, a category "*Products*" can contain all articles about your products. Or, a category "*About Us*" can contain articles like "*Our Company*", "*Our Vision*", "*Board of Director*", etc.

In the back-end, categories are managed using the "Category Manager" accessible via the menu "Content" => "Category Manager".

Joomia 🗳 System	+ Users + Menus + Content + Components + Extensions + Help +	Super User +
🔀 Joomla!'	Category Manager: Articles	
O New 2	i Sat. 🗹 Publish 🙆 Ungublish 🏛 Archive 🗹 Check In 🖀 Trash 🖲 Satuh C. Rabuld 🗘 Options 🔒 Help	
Articles	Search Q X Ordering * Ascending	J ~ 20 ~
Featured Articles	the Access Access	Language ID
Filter:	I Sample Data-Articles (Alas: sample-data-articles) Public	Al 14
Select Max Level *	I Joomis! (Alas: joonia) Public	AI 19
Select Status - *	I Extensions (Alax. extensions) Public	AI 20
· Select Access - *	I Components (Alias: components) Public	Al 21
· Select Language - *	I Modules (Alaa: modulas)	AI 22
	Content Modules (Alas: articlas-modulas)	Al 64

The "Category Manager"

Here, you can create new categories, edit them, choose to publish or unpublish them, etc.

Tags

Tags are keywords or terms assigned to a piece of information. It describes the content of the item. For example, you might add tags *"Joomla! templates"* and *"Joomla! extensions"* to the article *"Getting Started with Joomla!"*.

Items with similar tags will be grouped together so that people can search for them easily. You can also create a menu item (or a module) to display tags that you create.

In the back-end, tags are located in the **article editing** dashboard. You go to **"Content"** => **"Article Manager"** then access the individual articles to assign tags.

	Getting Started
	Status Published
•	Access
E	Featured
	No 💌
victrator by clicking the "Site Administrator" link	All
✓ Toggle editor	How to tip × Joomla templates × Joomla extensions × joomla CMS ×
	Joomla CMS

"Tag" function lets you assign keywords to a particular item or article

To manage all your tags, you can go to "Component" => "Tags"

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

System -	Users 👻	Menus 👻	Content -	Components 👻	Extensions -	Help 👻
mla!"	С	Control P	anel	Banners	•	
				Contacts		
				Joomla! Update		
	-	MY RECENT	LY ADDED ARTI	Messaging	•	
		🗸 🔒 Ge	etting Started	Newsfeeds	•	
			-	Redirect		
				Search		
		LOGGED-IN	USERS	Smart Search		
		Super User	Administration	Tags		
		Super Oser	Administration	Weblinks) (Alas	missinacom
		a 11			() and	

Go to "Components" -> "Tags" to manage your tags

Media

Simply put, media is non-text stuff that you can put into your content. This can be not only images, but also videos and other multimedia elements.

Media is managed using the "Media Manager" accessible via the menu "Content" => "Media Manager".

Joomia 👩 Syst	tem + Users + Menus +	Content + Components + Extensions + Help +	Super User +
🔀 Joomla!	! Media Manager	Article Manager) Gategory Manager)	
O Upland	Creste Folder X Delete	Featured Articles	
 banners headers sampledata fruitshop parks animals landscape 	Thumbnall View		une.com

The "Media Manager"

Here, you can create new media folders, upload files, etc. We will discuss using Media Manager in more detail in the chapter "<u>Step 3: Create content for your Joomla! site</u>".

Menus

Menus help website visitors navigate to and access all areas of your website. You can create multiple menus and configure them to be shown at different locations such as at the top and/or side column.

\$ -	Home Getting Started Using Joomla! The Joomla Project The Joomla! Community
of the basics will help. create and manage webpages easily by separating the nt it on the web.	Login Form User Name Password Remember Me Log in

Sample Menu

In the example above, the administrator created a menu "*Home*" with several sub-menu items "*Getting Started*", "Using Joomla!", etc.

To control menus, go to the menu manager via "Menus" => "Menu Manager".

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

Joomla ⊠ System - Us	ers 🕶 Menus 👻 Content 👻 Components 👻 Extension
🌠 Joomla!'	C: Menu Manager Add New Menu
SUBMENU	Main Menu ♠ User Menu ▶ s
Dashboard	Getting Started Super User
Global Configuration	
System Information	LOGGED-IN USERS
Global Check-in	X Super User Site
Install Extensions	Super User Administrator

The "Menu Manager" in the Joomla! administration

In the menu manager you can create menus and menu items linking to any part of the website you want. When the menu is ready you create a menu module to display the menu in the front-end.

Users

Joomla! allows your website to have multiple registered users. All users are arranged in user groups, which have permission to access certain parts of the website. By default there are several user groups such as *"Author"*, *"Editor"*, *"Publisher"*, etc. For example:

- Users assigned to "Administrator" group can access both back-end and front-end
- Users assigned to *"Registered"* group can only access the front-end. You can manage users, user groups and access levels in the User Manager via the menu **"Users"**.

Joomla 🖻	System 🕶	Users 👻	Menus 🔻	Content 👻	Components 👻	Extensio
oL 🔀	omla!"	User Ma Groups	inager			
SUBMENU		Access	Levels) DED ARTIC	LES	
Dashboard		User No	tes			
SYSTEM		User No	te Categories	ted Super	User	
Global Configuration	tion	Mass M	eil lle ere			
System Informat	ion	IVIASS IVI	all Users			
Clear Cache		2	Super Use	er Site		
Global Check-in		_	• oupor ou			
Install Extension	S		Super User A	Administrator	Joomlas	

The menu "Users" in the back-end

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Extensions

Extensions are specially written software to be plugged into Joomla! in order to extend website functionality. For example, if you want to have a photo slideshow, video gallery or an advanced contact form, then you will need to install extensions for those purposes.

By default Joomla! is shipped with several extensions covering basic needs. If you want more, there are thousands of additional Joomla! extensions available from the <u>Joomla! Extension Directory</u>. This is the official directory of Joomla! extensions maintained by the Joomla! core team.

🌠 Joomlal ^e 🔹 About	Community & Support	Y	Extend - Downlo	ad 🔻	search	69
The Joomla! E	xtensions Director	ry	тм	Do	ownload De	mo
Home All Categories New	Extensions Recently Updated	Ac	Ivanced Search			
Serving 10156 extensions to the community	RANDOM NEW EXTENS	5101	NS			More »
CATEGORIES	Unseen Accordion	M	TCVN Image Gallery	Ε.	Redirect on Login	2
All Categories	Articles Showcase	120	Content Prioto Gallery		Login Redirect	
Access & Security	NuotoMaster		Skype Master for		Bet send email	
Administration	Sports		Johnsocial Extensions		Exensions specific for some	
Ads & Affiliates	SJ Content Responsive		AutoTweetNG for		Twitter List Master	
Authoring & Content	Andes Listing	-	Junisocial Extensions		Twitter connections	
Calendars & Events	JProNoHitCount		VX extended Search		VM2 VVIshlists	
Clients & Communities	Admin Publishing		Virtuemart Products Search		Virtuemart Related Products	
Communication						
Contacts & Feedback			The locals bi		alan .	Þ
Content Sharing	EasvBloc	C	BUILT FOR F	og exten	SION Get it N	low 🕨
Core Enhancements	2+1		DOILTION	2000		
Directory & Documentation	NEW AND NOTEWORT	HY				
e-Commerce	Administrator Lock		Ajax Dro	p Down Ca	rt for	60
Editing			(1994)	Brians Urbarnari Tobe Bodan	常常常常常	

The Joomla! Extensions Directory

There are 5 basic types of extensions: components, modules, plug-ins, templates and languages. Each of these extensions handles specific functionality.

Let's take a look!

Components

A component is the most complex type of extension. It can be seen as an application that performs certain tasks and displays specific content on your site. As mentioned before a video gallery is an example of a component. It could also be a shopping cart, booking system, forum and more.

Newsfeeds	
Sample Data-Newsfeeds	
Newsfeed Filter Search	
Display # 20	
Joomlat Announcements http://www.joomla.org/announcements.feed?type=rss	# Articles: 5
Joomial Security News http://teeds.joomia.org/JoomiaSecurityNews	# Articles: 5
Joomial Connect http://leeds.joomia.org/JoomiaConnect	# Articles: 5
New Joomlal Extensions	# Articles: 5

The "Newsfeeds" component at the front-end

The content produced by a component is displayed in the main content area. In the example above, you can see a feed list generated by the component *"Newsfeeds"*. All components are located in the section **"Components"**.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

Joomla 🗗 System 🗣	▼ Users ▼ Menus ▼ Content ▼	Components - Extensions - Help -		
🔀 Joomla!'	Control Panel	Banners		
SUBMENU Dashboard SYSTEM	MY RECENTLY ADDED ARTICLES	Joomla! Update Messaging Newsfeeds		
Global Configuration		Search		
System Information	Super User Administration	Tags Weblinks		
Clear Cache Global Check-in	Super User Administration	2013-05-03		
Install Extensions	Super User Administration	2013-05-03		

The "Components" menu in the back-end

By default, Joomla! is shipped with following components: "Banners", "Contacts", "Messaging", "Newsfeeds", "Redirect", "Search", "Smart Search" and "Weblinks".

Modules

Modules have similar roles as components but on a smaller scale. They perform simple tasks and display content as small blocks on a page.

Joomla		Search.	
Home Sample Sites	Joomla.org		
			About Joomla! Getting Started Using Joomla! The Joomla! Project The Joomla! Community
Joomla!			í .
Congratulations! You have a J way you want it and keep it sin Joomla is a flexible and powe or a huge site with hundreds o you can make it work just the v	This Site Home Site Map Login Sample Sites Site Administrator		
The content in this installation Joomla's features.	i of Joomla has been designed	I to give you an in depth tour of	Example Pages
Beginners	Upgraders	Professionals	(
If this is your first Joomla! site or your first web site, you have come to the right place. Joomla will help you get your website up and running quickly and easily. Start off using your site by logging in using the	If you are an experienced Joomla! user, this Joomla site will seem very familiar but also very different. The biggest change is the new administrator interface and the adoption of responsive design. Hundreds of other	Joomla! 3 continues development of the Joomla Platform and CMS as a powerful and flexible way to bring your vision of the web to reality. With the new administrator interface and adoption of Twitter	Login Form User Name Password Remember Me Log in
administrator account you created when you installed Joomla.	improvements have been made.	Bootstrap, the ability to control its look and the management of extensions is now complete.	Create an account >
Read more: Beginners		Read more: Professionals	
V Home			Joomlashina.com

Modules as they appear in the front-end

Examples of modules are a search box, login form, menu, footer copyright information, etc. In many cases modules are working in conjunction with components to present content. For example, a shopping cart component is used to manage products and a module is used to show hot products.

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> All modules are managed via **"Extensions"** => **"Module Manager"**.

S JOOMIA!	MC	dul	e Man	ager: Modules	5	EX	tension manager				
● New	2	Edit	Ph Du	plicate V Publish	🕲 Unp	ublish Me	odule Manager		Batch 🗘	Options 🛛 🕹	Help
Site Administrator	Sea	arch ir	n module	title.	۹ 🗙	Ter La	ngiate Manager nguage Manager	• A	scending	• 20) ~
	٥	B	Status	Title	F	Position 💙	Туре	Pages	Access	Language	ID
filter:	1	13	~	Archived Articles	6	None	Archived	None	Public	All	27
Site x *	1	E		Articles Most Read		None	Most Read Content	None	Public	Al	29
	I	10	~	Feed Display		lone	Feed Display	None	Public	All	30
- Select Positi *	1	E	~	News Flash	1	None	Articles - Newsflash	None	Public	I A	31
- Select Type - *	I	E	~	Random Image	1	None	Random Image	AI	Public	AI	33
- Select Acce *	1	E	v	Articles Related Iter	ms [None	Articles - Related	None	Public	All	34
- Select Lang *							Articles		el leal		

The "Module Manager" in the back-end

Templates

The Template controls the graphical presentation of your website. It determines the layout, colors, type-faces, graphics and other aspects of design that make your site unique.

In general, a template consists of three elements:

- Static graphic elements, like background images, design decoration, logotype, etc.
- The main content area presenting data generated by components.
- Multiple module positions to show content presented by modules, in specific locations.

Joomla Home Sample Sites Joom	la.org	module p	ositions
			About Joomial Getting Started Using Joomia! The Joomia! Project The Joomia! Community
Joomia! Details WHIS: 0 Congratulations! You have a Joomia and keep it simple to update and m Joomia is a flexible and powerful pi with hundreds of thousands of visit	a site! Joomia makes it easy to build aintain. latform, whether you are building a sn rs. Joomia is open source, which m	a website just the way you want it hall site for yourself or a huge site cans you can make it work just the	This alte Home Site Map Login Sample Sites Site Administrator Example Pages Contact me
Way you want it to. The content in this installation of J features. Beginners Defails +P Hits: 1 If this is your first Joomia! site or your first web site, you have come to the right place. Joomia will help you get your website up and running quickly and easily. Start off using your site by logging in using the administrator account you created when you installed Joomia. > Read more: Beginners V Home	Definition of the second secon	an In depth tour of Joomlats Professionals Defails Prils: 2 Joomla ! 3 continues development of the Joomle Platform and CNS as a powerful and flexible way to bring your vision of the web to reality. With the new administrator interface and adoption of Twitter Bootstrap, the ability to control its look and the management of extensions is now complete. P Read more: Professionals	Login Form User Name Password Remember Me Log In Create an account >
backgrou	Ind	main body	Back to Top

Example of background image, module position and main body/content area

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> In the back-end, you can control templates via **"Extensions"** => **"Template Manager"**.

Joomla 🖻 🛛 S	ystem - Users - Menus - Content	- Component	s - Extension	ns - Help	-	Super User +
🔀 Joomla!	Template Manager: Templ	ates				
🌣 Options 🛛 🚇 Help						
Styles Templates	Search in template name or folder nan	Q X	Location	Version	Data	Author
Filter: - Select Location - *	VIII III IIII VIIIIIIIIIIIIIIIIIIIIIII	Beez3 Details and Files No preview available. You can enable preview in the options.	Site	3.0.0	25 November 2009	Angle Radixe a.radixe@derauftritt.de http://www.der-auftritt.de
		Hathor Details and Files No preview available for Administrator templates	Administrator	3.0.0	May 2010	Andrea Tarr hathor@tarrconsulting.com http://www.tarrconsulting.com
		Isis Details and Files No preview available for Administrator templates	Administrator	1.0	3/30/2012	Kyle Ledbetter admin@joomia.org
	protostar	Protostar Details and Files No preview available. You can enable preview in the options.	Site	1.0	4/30/2012	Kyle Ledbetter admin@joomia.org
					(Joomlashina.com

"Template Manager"

By default, Joomla! 3.x comes with two front-end templates: *"Protostar"* and *"Beez3"*. But there are thousands of both free and commercial templates available, so you can definitely choose the best one for your needs. Check out this list of top 10 Joomla! 3.0 templates for users.

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Here are some more examples of a template:





Plug-ins

Plug-ins are designed to display content inside components and modules. Plug-ins can also perform tasks at certain points during website loading. You can think about plug-ins as a more versatile way to interact with the system.



"Voting" and "Read more" content plugins in the front-end

Examples of plug-ins you might see are the voting functionality and the "*Read more*…" button in articles. All plug-ins are managed via "Extensions" => "Plug-in Manager".

Joomla 🖻 🛛 Sj	stem • Users • Menus • Content • Components • Extensions • Help •		Super User +
🄀 Joomla!"	Plug-in Manager: Plug-ins		
🗷 Edit 🗸 Enable	🛛 Disable 🛛 Check in 🗳 Options 🖉 Help		
Filter:	Search in plug-in title. Q X Type	* Ascending	* 20 *
- Select Status - *	≎ 🔲 Status Piug-In Name	Type 💙 🛛 Element	Access ID
- Select Type - *	i 🔽 Authentication - Joomia	authentication joomla	Public 401
- Select Access - *	i 🔝 Authentication - GMail	authentication gmail	Public 400
	i 💽 🙆 Authentication - LDAP	authentication Idap	Public 402
	i Captona - ReCaptona	captcha recaptcha	Public 439
	i Content - Load Modules	content loadmodule	Public 405
	i Content - Joomla	content Acomia	Public 435

"Plug-in Manager"

In the Joomla! 3.x core package, plug-ins are divided into eleven categories: "*authentication*", "*captcha*", "*content*", "*editor*", "*editors-xtd*", "*extension*", "*finder*", *quickicon*", "*system*" and "*user*".

Languages

Languages allow you to run your site in more than one language. For example, if you want to use French for your Joomla! site / administration. You just need to download the French translation packages from the Joomla! Extension Directory for Languages then install them using the "Extension Manager".

oomla 🗹 🛛 System	n - Users - I	Menus - Content - Compon	ients - Extensi	lons - He	р -				Super User -
🜠 Joomla!' Language Manager: Installed Languages									
★ Default 1 Install Language 4 Options 4 Help									
Installed - Site Installed -	Num	Language	Language Tag	Location	Default	Version	Date	Author	Author Email
Administrator Content Overrides	1 (English (United Kingdom)	en-GB	Site	*	3.0.2	2008-03-15	Joomia! Project	admin@joomla.org
olen aco							Ø		

"Language Manager"

Both of the two installed languages will then be shown in "Extensions" => "Language Manager" in the back-end.

>>> The next step

Now that you have little insight into what Joomla! is, it's time to experience it in flesh and blood. Let's install

Joomla! 3.x on your localhost and give a test drive.

Step 2: Install Joomla! 3.x on localhost

Installing Joomla! 3.x. on localhost is straightforward but can be tricky the first time you attempt it. So for this step we've provided instructions on how to do it right from scratch.

First, let's make clarify the meaning of "Localhost". As you know, any website needs to be hosted on a web server in order to be shown to users. Normally, you would need to buy a hosting package from some hosting provider like Rackspace or GoDaddy. Depended on the package you choose, a hosting provider will install a web server for you on one of their server machines, which is accessible to the public. A localhost is basically the same type of web server but installed on your own computer.

Now, in order to run Joomla!, you need not only a web server, but also 2 more things: PHP script interpreter and MySQL database system. It sounds complicated but thankfully, there is a single package called XAMPP with all the elements included.

Let's install XAMPP on your computer.

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Install XAMPP

- 1. Download the XAMPP installer package at <u>http://www.apachefriends.org/en/xampp.html</u>
- 2. Run the installation file as you do with regular software and follow the step by step instructions.
- 3. Open "XAMPP Control Panel Application" and start "Apache" and "MySQL".

冠 ХАМРР Со	😫 XAMPP Control Panel v3.1.0 3.1.0 [Compiled: September 20th 2012] 📃 🗖 🔀										
8	XAMPP Control Panel v3.1.0 3.1.0										
- Modules - Service	Module	PID(s)	Port(s)	Actions							
×	Apache			Start	Admin	Config Logs					
×	MySQL			Start	Admin	Config Logs					
×	FileZilla			Start	Admin	Config Logs					
	Mercury			Start	Admin	Config Logs					
×	Tomcat			Start	Admin	Config Logs					
8:35:17 AM 8:35:17 AM	[main] [main] [main] [main] [main] [main] [main] [main] [main]	Initializing Con Windows Versi Control Panel Running with A XAMPP Instal Checking for p All prerequisit Initializing Mo Starting Chec Control Panel	ntrol Panel sion: Windows XF on: 1.8.1 Version: 3.1.0 3. Administrator righ lation Directory: " orerequisites es found dules k-Timer Ready	9 SP2 32-bit 1.0 [Compile ts - good! 'c:\xampp\"	d: Septemb	er 20th 2012]					

XAMPP Control Panel Application

That's it, your localhost is now installed. You can check if it works or not by typing the address:

"http://localhost" in your web browser. You should see a page as illustrated below.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine



XAMPP for Windows interface

4. Create a database in phpMyAdmin.

From the XAMPP interface, click phpMyAdmin to start creating database.



Click "phpMyAdmin"

5. Next, click Database in the toolbar as illustrated in the following

🕹 localhost / 127.0.0.1 p	hpMyAdmin 3.5.2.2 - Mozilla Firefox
<u>T</u> ập tin ⊆hình sửa <u>H</u> iển thị Į	ược sử Đánh dấ <u>u</u> Côn <u>a</u> cụ Trợ giúp <u>R</u> elated Links
🎎 localhost / 127.0.0.1 phpMyAd	dmin 3.5.2.2 +
Iocalhost/phpmy	admin/
php <mark>MyAdmin</mark> ☆ ଢ ⊛ ⊡ ¢	□ Databases SQL SqL Users Export
(Recent tables) 💌	General Settings Server connection collation @ : utf8_general_ci
 information_schema mjnustar mysql 	Appearance Settings
 performance_schema phpmyadmin test webauth 	 Language : English Theme: pmahomme Font size: 82%
	More settings

Click "Database"

6. Next, enter the database name and then click "Create"

I 127.0.0.1							
间 Databases	📄 SQL	🚯 Status	💻 Users	🔜 Export	📑 Import	🌽 Settings	🥫 S
Database	S base 🧕	_			1		
joomla30		Collation		v (Create		
Database 🔺							
🔲 cdcol	l.	🧾 Check Privile	eges				
information_s	schema 🛛	🖪 Check Privile	eges			🔊 loomlashin	

Create database

Now you are ready to install Joomla!.

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> | **Install Joomla!**

- 1. Download the Joomla! 3.x full package at http://www.joomla.org/download.html
- 2. Create a new folder entitled "*Joomla3x*" in folder "*htdocs*" in XAMPP folder. Normally it will be located at "*C*:*xamp**htdocs*"
- 3. Unpack the downloaded package file into the folder "Joomla3x"
- 4. Go to the URL *"http://localhost/Joomla3x"*
- 5. Follow all steps in Joomla! installation:

a. Step 1. Main Configuration

- Select Language: Choose your own language in the drop-down menu, for example, "English (United States)"
- Site Name: Enter the name of your site
- Description: Enter the description of your site
- Site Offline: Choose status for your website when you access to your site: Click "**Yes**" for "*offline*" and "**No**" for "*online*"
- Admin Email: Enter your valid email address you want to use for your site
- Admin Username: Enter "*admin*" as default
- Admin Password: Enter your own password
- Confirm Admin Password: Re-type your password
- Click "Next" to continue Step 2

b. Step 2. Database Configuration

- Database Type: Select MySQLi
- Host Name: Enter "localhost"
- Username: Enter *"root"*
- Password: let it blank
- Database Name: enter the name of the database you created *"Joomla3x"*
- Table Prefix: let it generate automatically
- Old Database Process: Click "Backup" to backup tables from former Joomla! installation, or "Remove" to delete these tables
- Click "Next" to continue Step 3
- c. Step 3. Overview

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

- **Finalization**: You can choose installing sample data or not, by clicking on corresponding selection.
- **Overview:** This step is to review all information you configured in step 1. After checking, you click *"Install"*.
- When installation finishes, you just need to click the button **"Remove installation folder"** button to complete the installation process. After that, you can either click on **"Site"** to see your newly created or **"Administrator"** to access the administration area.

Now you have your first Joomla! site installed successfully! It's not too hard, right? If you have any trouble with the installation process, you can try in the following sources for the answer:

• Official Joomla! forum

The Joomla! forum is one of the busiest (and most friendly) support forums in the world, and it is a great place to get help and meet other Joomla! users. There are a lot of questions and answers which are discussed here. Because our topic is **Joomla! 3.x installation**, so you can find help in the category <u>"Installation Joomla! 3.x"</u>.

• Joomla! help live (<u>http://joomla.cmshelplive.com/</u>)

This website provides you with on-demand Joomla! Support service. Of course, you have to pay money for the service but your problem will be fixed by Joomla! experts.

• Other Joomla! learning resources

There are many other websites which you can use as your Joomla! learning resources:

- o <u>http://docs.joomla.org/Beginners</u>
- o <u>http://www.joomlatutorials.com/</u>
- o <u>http://www.joomlablogger.net/</u>
- o <u>http://www.ostraining.com/</u>

>>> The next step

Installing Joomla! 3.x on your localhost is the first thing you need to do successfully before getting started with your Joomla! site. Now, when your website is ready, let's **fill it with content**.

Step 3: Create content for your Joomla! site

So naturally the most important element of every website is the content. In this step, you will:

- 1. Prepare the content structure
- 2. Create categories and articles
- 3. Create a menu
- 4. Manage your content with JSN PowerAdmin

Prepare a content structure

Creating content is like arranging the products in a grocery store. In Joomla! **articles** are like products, **categories** are like the shelves holding products and **menus** are like aisles to those shelves. Now, let's imagine you have a website selling luxury items. The content structure might look like following:

1. About

- a. About my site
- b. How to purchase/order products
- c. How to make payment

2. News

- a. Latest news
- b. Arrivals
- c. Sale
- d. Coupons
- e. Promotion

3. Support

- a. Hotline information
- b. Online customer services
- c. Contact us

Create content

When the content structure is ready on paper, you can replicate it in Joomla! Let's start with creating categories.

Categories

1. Go to "Content" => "Category Manager" and click on "Add New Category"

Joomla 🗗	System +	Users +	Menus +	Content -	Component	s - Extensions -	Help
🔀 Joomla!		Co	ntrol Par	Article Manager 🔹 🕨			_
				Category I	Manager 🔸	Add New Category	
SUBMENU				Featured	Articles		-
Dashboard	Dashboard		Super User Ac	Media Mai	nager		
SYSTEM							
Global Confi	guration						
System Information		F	POPULAR ARTI	CLES			
Global Chec	Global Check-in		No Matching Results				
Install Extens	sions					Steemtashin	

Add a new category

2. Next, insert the category title *"About"* and click the **"Save & Close"** button on the toolbar.

Joomla 🗗	System U	sers Menus	Content	Components	Extensions	Help
ol 🔀	omla!"	Catego	ory Mana	ager: Add A	New Artic	les Category
🗹 Save	•	Save & Close	+ Save & N	ew 🖸 🕄 Cancel	1 Help	
Category Det	ails Publis	hing Options	Options	Metadata Opt	ions Cate <u>c</u>	ory Permissions
Title *	Ak	out				
Alias						
Description	B :=	/ IJ ABC 目 注目:注意:注目:注意:注目:注意:注意: · ② Ⅲ ×, >	E ≣ ■ ■ ≠) (¤ ∞ ≮'Ω	🛯 🛛 Styles 🗣	Paragraph v	•
					I.	

Input category information

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

After saving, you can see your new category "About" appears in the Category Manager.

🌠 Joomla!'	Category Manager: Articles	
🕀 New 🗹 Edit	🗸 Publish 🖸 🖓 Unpublish 🚔 Archive 🗹 Check In 🛅	Trash
Message Category successfully saved		
Articles	Search Q X	
Categories		
Featured Articles	🗢 🔲 Status Title	
ilte n	Uncategorised (Alias: uncategorised)	
ilter:	Uncategorised (Alias: uncategorised) About (Alias: about)	

The category "About"

You can create all the rest of your categories in the same way.
Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

🌠 Joomla!"	Category Manager: Articles
🕀 New 🗹 Edit	🖌 Publish 😧 Unpublish 🚔 Archive 🗹 Check In 🛅 Trash 🛛
Message Category successfully saved	
Articles	Search Q X
Categories Featured Articles	≑ □ Status Title
Filter:	Image:
- Select Max Levels -	I News (Alias: news)
- Select Status -	E Support (Alias: support)
- Select Access -	For women (Alias: for-women)
	For men (Alias: for-men)
- Select Language - 🔹	Other products (Alias: other-products)

Six new categories

When the categories are ready, it's time to create articles.

Articles

Let's add a new article in the category "About".

1. Go to "Content" => "Article Manager" and click "Add New Article"

Joomla 🗗 🛛 System 🗾 User	s - Menus -	Content -	Components	; - Extensions - Help
🔀 Joomla!	Control Par	Article Mar	nager 🔸	Add New Article
SUBMENU Dashboard	LOGGED-IN US Super User Ac	Category Featured / Media Mai	Manager → Articles nager	
Global Configuration System Information Clear Cache	POPULAR ARTI	CLES		
Global Check-in Install Extensions	No Matching	Results		Joomlashina.com

Add new article

- 2. Next, you need to configure three parameters:
 - **Title**: Input "*About my site*".
 - **Category**: Select category "*About*" from the list.
 - Article text: Input the article's content. For now, we will assume that you have a simple article with plain text. Later, in the section "<u>Make</u> <u>articles look good</u>" we will discuss how to create articles with rich content

3. If you want an article to be shown up on the front page, please find the **"Featured"** parameter and set it to *"Yes"*. This will make this article appear on the front-page of the website.

	Getting Started
	Status
	Published •
	Access
	Public
E	Featured
	No
	No
	Yes
strator by clicking the "Site Administrator" link	Tags
	Select some options
• Toggle editor	Joomlashine.com

Click "Yes" to show your article on the front page

If you want to add tags to the article, just type your keywords to the "Tags" parameter.

	Getting Started Status
	Published
	Access
·	Public
	Featured
	No
	Language
	All
victrator by clicking the "Site Administrator" link	Tags
Toggle editor	How to tip × Joomla templates ×
	Joomla extensions $ imes$ joomla CMS $ imes$
	Joomla CMS

Add tags to the article with your keyword

4. When you are finished, click the button **"Save & Close"** on the toolbar to save your newly-created article.

ool 🔀	mla!° Articl	e Manager: A	dd New Article	
🗹 Save	✓ Save & Close	+ Save & New	Cancel 🛛 🖓 Help	
Article Details	Publishing Options	Article Options	Configure Edit Screen	Metadata Options
Title * About my si	ite	Categor	y* - About	•
B / ∐ ABC Ⅲ Ⅲ Ⅲ 滦 谭 — ② Ⅲ ×, ×	E ☰ ☴ ☴ Styles ♥) (♥ ∞ ∯ Ů 墜 <' Ω	▼ Paragraph ▼ I @ HTEL	•	
Welcome to my site! My website provides Our products are of	s the customer with a large quaranteed quality, no fak	number of perfumes (es.	of well-known brands from all a	over the world.
We provide our cust	comers with the best service	e, with care and fast.	Ø	Joomlashine.com

Click the button "Save & Close" to save article

Now, you have a new article in the Article Manager.

🌠 Joomla!"	Article Manager: Articles	
🕒 New 🗹 Edit	🗸 Publish 🛛 😒 Unpublish 🔶 🛧 Featured	Archive Check In
Message Article successfully saved		
Articles	Search title or alias. Prefix with ID:	×
Categories Featured Articles		
Filter:	E Category: About	
- Select Status - 💌		Jeemlashina.com



In the same way create another two articles "How to purchase/order products" and "How to make payment" in

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> the *"About my site"* category.

Joomla! Article Manager: Articles							
€ New Edit	∼ F	Publisł	n 🛛 🕄 Unp	ublish 🔶 Featured 🚔 Archive 🗹 Check In			
Message Article successfully saved							
Articles	Sea	rch tit	le or alias.	Prefix with ID: 9 🗙			
Categories Featured Articles	¢		Status	Title 🗸			
Filter:	1		 ✓ ☆ 	About my site Category: About			
- Select Status - 💌	1		 ✓ ☆ 	How to make payment Category: About			
- Select Category - 💌	1		 ✓ ☆ 	How to purchase/order products Category: About			
- Select Max Levels -				Joemlashina.com			

Three newly created articles

Now that you have completed the **content creating process**, there is one final thing to do: create menu items with links to these articles.

Menus

In Joomla! a menu is a collection of links to certain elements like articles. In the back-end all menus are located in the section **"Menus"**. By default, Joomla! is preinstalled with a menu called *"Main Menu"*.

Perfume Shop	
Home	Main Menu Home
♥ Home	
	Login Form
	1 admin
	a 0
	Remember Me
	Create an account >
	Joomlashine.com

"Main Menu" presentation at the front-end

Let's add new menu items to the menu "Main Menu".

1. Click on the **"Main Menu"** in the **"Menus"** drop-down menu.

Joomla 🗗	System +	Users +	Menus -	Content +	Components +	Extensions -	Help
ool 🔀	omla!"	Co	Menu Ma	anager →			
SUBMENU			Main Mei ogged-in us	nu 🏠 🔷 🔸	Add New Men	u Item	
SYSTEM Global Configu	ration	St	iper User A	dministrator			
System Informa	ation	P	OPULAR ART	TICLES			
Global Check-i	n	C	About my	/ site			
Install Extensio	ins	•	How to p	urchase/orde	r products		
			How to m	ake payment	C	Joomlashin	scom

Click "Main Menu" to see all menu items associated

Twitter http://www.facebook.com/joomlashine

2. Next, click the button "New" to create a new menu item.

🌠 Joomla!"	Menu Manager: Menu Items
🕀 New 🗹 Edit	🗸 Publish 🖸 Check In 🛅 Trash 🖈 Home C
Menus Menu Items	Search title or alias. Prefix with ID:
\\	≑ □ Status Title
Filter:	Home (Alias: home) Articles » Featured Articles
- Select Max Levels -	S Joomlashine.com

Click the button "New" to create a new menu item

3. Next, click the button **"Select"** to choose the menu item type.

🔀 Joomk	리! Menu Manager: New Menu Item
🗹 Save	✓ Save & Close → Save & New Cancel ④ Help
Details Advanced C	ptions Module Assignment for this Menu Item
Menu Item Type *	Select
Menu Title *	
Alias	Jeomlashine.com

Select menu item type

4. As a result, a pop-up screen is displayed. There are many different elements you can create a link to, such as *"Contacts"*, *"Articles"*, *"Smart Search"*, *"Newfeeds"* and so on. In this case you need to create a link to an article, so click on **"Single Article"**.

ew 🤇	Cancel 🕜 Help	
for tr	Contacts	
Sel	Articles	
	Archived Articles Display all archived articles.	
	Single Article Display a single article.	=
	List All Categories Shows a list of all the article categories within a category.	
	Category Blog Displays article introductions in a single or multi-column layout.	
1	Category List Displays a list of articles in a category.	
	multi-column layout.	
	Create Article Create a new article	
	Smart Search	
savir	Newsfeeds	
	⊘ Joomla	shine.com

Select menu item type "Single Article"

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u>

5. Next, you need to fill the parameter "Menu Title", for example "About my site".

Mool 🔀	⊐! [°] Menu Mana	ger: New Menu Ite	em
🗹 Save	✓ Save & Close + Save	& New 🖸 🕄 Cancel 🛛 🔞	Help
Details Advanced O	Options Module Assignm	nent for this Menu Item	
Menu Item Type *	Single Article	E Select	
Select Article *	Select an Article	🗋 Select	
Menu Title *	About my site		
Alias			Joomlashina.com

Enter menu title

6. Next, you have to choose the article you want to display. On the right of the screen, click the button **"Select"** to select an article.

Mool 🔀	며! Menu Manager: New Menu Item
🗹 Save	✓ Save & Close + Save & New Cancel Help
Details Advanced	Options Module Assignment for this Menu Item
Menu Item Type *	Single Article
Select Article *	Select an Article
Menu Title *	About my site Select or Change article
Alias	Jeemlashine.com

Click on the button "Select"

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

7. A pop-up screen will be displayed. Select the article "About my site".

Filter:		९ X	None		
- Select Access - 💌	- Select Status -	- s	elect Category - 💌	- Select Language 🗸]
Title 💙			Access	Category	Langua
About my site			Public	About	All
How to make payment			Public	About	All
How to purchase/order (products		Public	About	All
				Joomlashi	

Click on the article you want to select

8. Click **"Save & New"** to create two more menu links to the other two articles *"How to purchase/order products"* and *"How to make a payment"*.

🔀 Jooml	리. Menu Manager: New Menu Item
🗹 Save	Save & Close + Save & New Cancel @ Help
Details Advanced	Options Module Assignment for this Menu Item
Menu Item Type *	Single Article
Select Article *	About my site
Menu Title *	About my site
Alias	Joemlashine.com

Click "Save & New"

After creating these, you will have three new menu items.

🔀 Joomla!"	Menu Manager: Menu Items	
⊕ New	🗹 Edit 🗸 Publish 😢 Unpublish 🔽 Check In 🛅 1	frash 🗙 Home C R
Message Menu item successf	ully saved	
Menus Menu Items	Search title or alias. Prefix with ID: Q X	ering 👻 Asci
	≑ 🔲 Status Title	Home
Filter:	Home (Alias: home) Articles » Featured Articles	*
- Select Max 🔻	About my Site (Alias: about-my-site) Articles » Single Article	Ŕ
- Select Stat 💌	How to purchase/order products (Alias: h order-products) Articles » Single Article	ow-to-purchase- 😰
- Select Acc 🔻	How to make payment (Alias: how-to-make Articles » Single Article	•payment) 🔄

Three newly created menu items

Tags

You can create a menu or module to display your tags.

• To create a Tag Menu: Go to "Menus" => "Menu Manager" => "Add New Menu" and then choose the "Tags" Type.

igs	Create New Menu
Tagged Items	This links to a list of items with specific tags.

Create new menu to display your tags

• To create a Tag Module: Go to "Module Manager" => "New" => choose "Popular Tags" Type.



Create new module to display your tags

Now, you can go to the front-end and see the result.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

Home Tags	Main Menu
	Home
Enter part of title	About my site How to purchase/order
	products
perfume how to buy support	How to make payment
blog	
	Login Form
♀ Home Tags	1 admin 0
	 .
	Remember Me
	Log in
	Create an account 🗲

The new articles in the main menu

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

When you click on each link, you will see the corresponding article.

About my site	1	> - Ma	ain Menu	
perfume		Ab	me out my site	
Welcome to my site!		Ho	w to purch <i>ase/</i> oducts	order
My website provides the customer from all over the world.	with a large number of perfumes of well-known bran	ds	w to make pay	ment
Our products are of guaranteed qu	ality, no fakes.			
We provide our customers with the	best service, with care and fast.	Lo	gin Form	
< Prev			admin	0
Home / About my site			Remember M	0
			Log in	



Now you can repeat similar steps to create links to all necessary articles.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

Manage your content with JSN PowerAdmin

When working with Joomla! if you have created a lot of menus, articles or modules, you will find it can be difficult to locate a specific one. So an extension which helps you do that quickly and simply would be very useful. Our recommendation is the free, popular extension called **JSN PowerAdmin**.

JSN PowerAdmin will help you:

- 1. Search for any items quickly in the back-end with <u>Spotlight Search</u>. You can save time finding the items you need to edit.
- 2. Control the website content in one place with **Site Manager.** From that, administrators can <u>edit an article</u> or <u>manage modules</u> and menu items with the drag-and-drop feature.

JSN	PowerA	dmin - Site	Manager			Help
Site Manager	Site Search	Configuration	About			
MENU			COMPONENT		MODULES filter	
Main Menu Home 🖈		•	Introducing JSN Dor	Edit article Hide element Finable fot	top Top Menu	
E Layout Color Va	riations yles		designed mainly for blog and p Equipped with powerful feature allows you to present content you like. Super flexible layout, (es this template in whatever way 5 colors variation, 3	mainmenu Main Menu	
- Typogra	phy Styles		font styles, 5 menu styles, 6 m much more are under your man convenient template parameter	odules styles and ragement via	promo-left locinitas	diffue.com

JSN PowerAdmin Site Manager

This extension is highly rated by Joomla! users on the JED with 30+ votes and 30+ reviews.

Download JSN PowerAdmin Free - Watch JSN PowerAdmin Quick Tour.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

Make articles look good

You already know how to create articles. It's time to get more advanced and create articles that are more appealing. There are several ways you can use to do this such as: formatting text, adding images, links, etc.

Format text

If you have worked with Microsoft Word or any other text processor, then text formatting in Joomla! will seem familiar to you. However, it is much simpler than Microsoft Word as there are just a few basic text formatting options.

Let's go to Article Manager and click on the article *"About my site"* to open it. Now focus on the article editor area. This is where you edit your article:

Joomla!" Article Manager: Edit Article
🗹 Save 🖉 🗸 Save & Close 🛛 🕂 Save & New 🖓 🖓 Save as Copy 🔗 Close 🖗 Help
Article Details Publishing Options Article Options Configure Edit Screen Metadata Options
Title * About my site Category * - About
B I U ARC E E E E Styles ▼ Paragraph ▼ E E E # # * * * * Ω - 2 □ X, X* Ω
Welcome to my site!
My website provides the customer with a large number of perfumes of well-known brands from all over the world.
Our products are of guaranteed quality, no fakes.
We provide our customers with the best service, with care and fast.

Edit the article

Take a close look at formatting options - most of the icons look very familiar, with icons to make your text bold, italic or underlined and iOcons to align your text. Just select the text you want to style and click the relevant icon.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine



Joomla! article formatting buttons

You can create headings of different levels in your text by selecting the text to be styled and clicking the dropdown menu next to *"Paragraph"*. Scroll down the drop-down menu and choose a suitable heading from *"Heading 1"* to *"Heading 6"*.



Choose heading styles for text

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> You can see the text is now larger:



Heading 1 in the text

Add images

Before you add images to articles, you should organize them into specific folders. This makes them easier to find and manage.

Create image folders

- 1. Go to "Content" => "Media Manager", then click "Create Folder" on the toolbar
- 2. Input folder name and click button "Create Folder".

🌠 Joomla!	Media Manager
🕀 Upload	Create Folder X Delete Options 🕑 Help
 banners headers sampledata fwitchen 	Image: Thumbnail View Image: Detail View 2 2 C:\xampp\htdocs\joomla30dev1/ima aboutmysite
parks animal: landsca	

Create a new folder for images

Now you have your new folder in the Media Manager.

🔀 Joomla!	Media Manager
🖶 Upload 🗮 Cre	eate Folder X Delete Options 🛛 Help
Message Create Complete: \aboutmysite	
■ aboutmysite ■ banners	III Thumbnail View III Detail View
 headers sampledata fruitshop pades 	
— pans ■ animals ■ landscape	aboutmysit banners headers
	() Joomlashine.com

The folder "aboutmysite" in the Media Manager

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> **Upload images**

Now it's time to upload the images into your newly created image folder "aboutmysite".

1. Click on the *"aboutmysite"* folder, then click on the green button **"Upload"**

🔀 Joomla!	Media Manager
🕀 Upload 📄 Cr	eate Folder X Delete Options 🛛 Help
 aboutmysite banners headers 	III Thumbnail View III Detail View
■ sampledata ■ fruitshop ■ parks	
 animals landscape 	Joomlashine.com

Click "Upload"

2. Then, click **"Choose files**" to browse available image files.

Moot 🔀	n la! Media Manager	
🗢 Upload	Create Folder X Delete Options OHelp	
 aboutmysite banners headers sampledata fruitshop parks animals landscape 	Thumbnail View Detail View Upload file Choose Files No file chosen Upload files (Maximum Size: 10 MB)	L Start Upload

"Choose files"

3. Select the image file you want to upload. At this point you can only select a single file at a time, but later we will show you how to select multiple files at once.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

Open					? 🔀
Look in:	: 🗀 About my site		💌 🔮 🖄	Þ 📂 🖽 🕯	
My Recent Documents Desktop	PERFUME				
My Documents					
My Computer					
	File name:	perfume		<u> </u>	Open
My Network	Files of type:	All Files		Joon	Cancel

Select image file

4. Click on the button **"Start Upload"** to upload the image.

Moot 🔀	nla! Media Manager	
Opload	Create Folder X Delete Options OHelp	
 aboutmysite banners headers sampledata fruitshop parks animals landscape 	Upload file Choose Files perfume.jpg Upload files (Maximum Size: 10 MB)	Loomlashina.com

Start upload the image

Now, your newly uploaded image is in the "aboutmysite" folder.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

🔀 Joomla!'	Media Manager	
🕀 Upload 📄 Create	e Folder X Delete Options @ Help	
Message Upload Complete: \aboutmysite\	perfume.jpg	
aboutmysite banners	III Thumbnail View III Detail View	
■ headers ■ sampledata ■ fruitshop ■ parks ■ animals		
Iandscape	perturne (pl	Jeomlashina.com

The image shown in the folder "aboutmysite"

With this way of uploading, you can only upload one image at a time, so it can take a lot of time and effort if you have a lot of images. Luckily there is another method of uploading multiple files - with the flash uploader. Please note that this way requires Flash Player to be installed in your machine. Let's take a look.

1. In Media Manager, click on the "Options" button on the toolbar.

🔀 Joomla!	Media Manager
🖶 Upload 🗎	Create Folder X Delete Options Ø Help
 aboutmysite banners headers sampledata fruitshop parks animals landscape 	Image: Thumbnail View Image: Thumbaa Image: Thumbaa Image: Thumbaa Image: Thurbaa Image: Thumbaa Image: Thurbaa Image: Thu

Click the button "Options"

2. In the page "Media Manager Options", set parameter "Enable flash uploader" to "*Yes*" and click "Save & Close".

🔀 Joomla!	Media Manager (Options
🖉 Save 🗹 Save	& Close 🛛 🕄 Cancel 🛛 🖗	Help
SYSTEM Global Configuration	Component Permis	sions
COMPONENT	Legal Extensions (File Ty	pes) bmp.csv.doc.gif.ico.jpg.jpeg.odg.od
Banners Cache Manager 2 Checkin	Maximum Size (in MB)	10
Contacts Articles Smart Search	Changing the default 'pat	th to files folder' to another folder than default 'images' may
Installation Manager	The 'path to images' folde	er has to be the same or to a subfolder of 'path to files'.
Language Manager	Path to files folder	images
Media Manager Menus Manager Messaging Module Manager	Path to images folder	images
Newsfeeds Plugins Manager Redirect	Restrict Uploads	No Yes
Search Template Manager	Check MIME Types	No Yes
Users Manager Weblinks	Legal Image Extensions (File Types) bmp.gif.jpg.png
	Ignored Extensions	
	Legal MIME Types	image/jpeg,image/gif,image/png,im
	Illegal MIME Types	text/html
	Enable flash uploader	No Yes 1

Enable flash uploader

3. Go back to the main screen. It should look like the screenshot below. Now you can click **"Browse files"** to locate the image files you want to upload.

🔀 Joomla!'	Media Manager	
🕀 Upload 📄 Cre	ate Folder X Delete Options Ø Help	
aboutmysite banners headers sampledata	III Thumbnail View III Detail View Browse files X Clear List 1 St	tart Upload
fruitshop parks animals Iandscape	D% Upload Files D%	Joomlashins.com

Browse files

4. To select multiple files, use mouse cursor to mark all files or hold the "**CTRL**" key and click on each of the individual files you want to select them, then click "**Open**".



Select images

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

5. Click on the button "Start Upload" and wait until the uploading process completes.

🎽 Joomla!'	Media Manager
🗣 Upload 🚔 Create F	older X Delete Options Help
 aboutmysite banners headers sampledata fruitshop parks animals landscape 	 Thumbnail View Browse files Clear List Overall Progress 414.8 kB Ourrent File: perfumes.jpg Ourpleted. 100 % Oupload Completed. 101.1 kB chance chanel.jpg File Successfully Uploaded. 64.5 kB eternity calvin klein.jpg File Successfully Uploaded. 197.7 kB perfume.jpg File Successfully Uploaded. 51.5 kB perfumes.jpg File Successfully Uploaded.

Uploading images

Now you have these images in the folder.

🔀 Joomla!"	Media Manager
🖶 Upload	Treate Folder X Delete Options Help
 aboutmysite banners headers sampledata fruitshop parks animals 	Image: Thumbhail View Image: Detail View Image: Detail View Image: Detail View Image: Deta
landscape	Joomlashine.com

The newly uploaded images

Add images to article

Once the images are uploaded to the server, you can add them to an article. Let's use the same article "*About my site*".

1. With the article open, place your cursor at the point in the text where you want to insert an image and click the button **"Image"** below the article text pane.

Article Details Publishing Options Ar	ticle Options Configure Edit Screen Metadata Options
Title * About my site	Category * - About
B I U APC ■ Ξ ≡ Styles := := := : = : = : = : Ω - : 2 := : x, x' Ω	▼ Paragraph ▼
Mv website provides the customer with a large over the world.	ge number of perfumes of well-known brands from all
Our products are of guaranteed quality, no fa	ikes.
We provide our customers with the best ser	vice, with care and fast.
Path: p	
Article Image Dege Break	Read More

Add an image into the text

2. Choose the appropriate image to insert.

Directory	1	▼ Up		^
			Insert Cancel	
			<u>^</u>	
aboutmysit				
banners				

Open the images folder

3. Input the **Image Description** and **Image Title** parameters to describe the image and click on the button "**Insert**" at the top of the screen to finish the image insertion.

Directory	/ Up
	Insert
performe (p	
perfumes.j	1
Image URL	images/aboutmysite/perfumes.jpg
Align	Not Set 👻
	If 'Not Set', the alignment is defined by the class '.img_caption.none'. Usually to get the image centred on the page.
-	
Image Description	perfumes 2
Image Description Image Title	perfumes 2
Image Description Image Title Caption	perfumes 2
Image Description Image Title Caption	perfumes 2 perfumes 1 No T If set to 'Yes', the Image Title will be used as caption.
Image Description Image Title Caption Browse files Clear Li	perfumes perfumes perfumes No If set to 'Yes', the Image Title will be used as caption. st Start Upload
Image Description Image Title Caption Browse files Clear Li Overall Progress 0 B	perfumes perfumes perfumes No If set to "Yes", the Image Title will be used as caption.
Image Description Image Title Caption Browse files Clear Li Overall Progress 0 B	perfumes perfumes No If set to 'Yes', the Image Title will be used as caption. st Start Upload %
Image Description Image Title Caption Browse files Overall Progress 0 B OUPload Files	perfumes perfumes No If set to "Yes", the Image Title will be used as caption. st Start Upload %

Choose the image by clicking on it then add parameters

4. Recheck how image is inserted in the article.



An image is inserted in the text

Now, you might feel that the image is too big or too small and want to change its dimensions or alignment. Click on the image first, and then click on the button "Insert/edit image" in the **formatting options** above the article editor to edit it.



The button to edit/insert image

A pop-up screen will be shown up. Here, you can edit the image as you wish. For example, let's change the dimensions and set alignment to "**Right**", then click the button "**Update**" below.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

Styles 🗸	Paragraph + S Insert/Edit Image - Google Chrome
	S localhost/joomla25/media/editors/tinymce/jscripts/tiny_mce/themes/adv
	Insert/Edit Image
	Image URL images/aboutmysite/perfume.png
	Image Description
	Alignment Right 🗨
	Dimensions 400 × 208
	Border
	Vertical Space
	Horizontal Space
	Update
atur adiniscina el	it Crae et blandit nurue. Vivamue eu nici sed len tarilicie termentum. Sed collicitudin erat sit am

Edit the image

Click the button **"Save & Close**" on the toolbar on the Article Manager and go to the site to see your new article with image.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

Perfume Shop				
About my site ••	Mair	n Menu		
Written by Super User Details Category: About Published: 26 December 2012 Hits: 1	Hom Abou How prod How	ie ut my site to purchase/o ucts to make payr	order ment	
Welcome to my site!	Login Form			
My website provides the customer with a large number of perfumes of well-known brands from all over the world.	1	admin	0	
Our products are of guaranteed quality, no fakes.		•••••	0	
We provide our customers with the best service, with care and fast.	Crea	emember Me	2 t >	
Home / About my site	Ì	Jeemlash		

The new article with image in the site

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Add links

Add internal links

It's very common to need to create internal links between articles. These links are not only useful for your users to browse content, but also good for Search Engine Optimization (SEO). Let's see how to create internal links within an article.

- 1. Open the article you want to add internal links to
- 2. Select the text you want to be linked (called the anchor text)
- 3. Click the "Article" button below the article editor



Insert a link into the article

4. Now you will see a pop-up window with the list of all your articles. Find the article you want to link, then click on its title.

Filter:	Q X None				
- Select Access - 💌 🛛 - Select Status - 💌	- Select Category - 💙	- Select Langua	age 🔽		
Title 💙	Access	Category	Language	Date	ID
About my site	Public	About	All	2012-12-26	1
How to make payment	Public	About	All	2012-12-26	з
How to purchase/order products	Public	About	All	2012-12-26	2
			Sloom		

Select an appropriate article

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u>

As the result, the title of selected article is used as link/anchor text.



New link in the text

You can change link text just as you would regular text.



The text after being edited

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

5. Click on the button **"Save"** and go to your site to see the article with the new link.



The article with link in the site

If you want to edit a link, just select it and click the icon "Insert/edit link" as shown below.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine



Edit the link

Or you can remove the link from the text by using the icon "Unlink".



Unlink the article

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Add external links

In the previous section, you learnt how to create internal links, i.e. those which link to articles on your own website. In this section, you will find out how to create external links to any page on the Internet.

1. Select the text which you want to apply a link to and then click the icon "Insert/edit link".



Adding external link

A pop-up window will be shown as below:

localho:	t/joomla302/3.0.2/media/editors/tin 🏠 🚺 🦗 🔽
Insert/Edi	t Link
Link URL	http://www.chanel.com/fashion/8#8
Target	Not Set
Title	
Class	Not Set 💌
Insert	Cancel

Adding an external URL
Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

- 2. Input the following values to the 4 parameters in this screen:
 - Link URL

The destination address (i.e. the url) of where you want the link to go to

• Target

There are two options for you to choose: "*Open link in the same window*" or "*Open link in a new window*" (When you leave it "*Not set*", the link will open in the same window)

• Title

Short text describing the link

• Class

As a Joomla! newbie, for now just set it to "*Not set*" (the two other options are "Caption" and "System Page break")

3. Click the **"Insert"** button to insert this link. After that, you can see that your text is linked to the external website.



The linked text

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Add "Page Break" and "Read More"

In cases of long articles, you may want to divide the article into small, separate sections. With Joomla! you have two options to help your visitors read longer articles.

1. Page Break

This element divides one article into separate pages such as Page 1, Page 2, Page 3, etc. Page breaks are ideal for very long articles.

2. Read More

This element divides a full single article into a teaser text and the rest of the article. If you want to read the rest of the article, you have to click on the "*Read More*" link.

Now, we will learn how to work with each one.

Add a "Page Break"

- 1. Place the text cursor in your article, in the position where you want to split the article.
- 2. Click on the **"Page Break**" button below the article editor.

Welcome to my site!	^			
My website provides the customer with a large number of perfumes of well-known brands from all over the world.				
bur products are of guaranteed quality, no fakes.				
We provide our customers with the best service, with care and fast.				
	~			
Article Image Page Break VRead More Oggle edr	or			

Adding a page break

 Add the title you want to give to this new page in the "Page Title" parameter field and click the "Insert Page Break" button.

B I U ABC ≣ ≣ ≣ Styles ▼ Paragraph ▼	\otimes
Page Title: Page 1	
Table of Contents Alias:	
My the Insert Page Break	over
VVe	
Path	
	e editor
Images and links	Joomlashine.com

Insert a page break screen

4. That's all there is to it. Now you will see a dotted line showing a page break inside your article as in the screenshot below.



Dotted line showing a page break

5. Click the button **"Save"**.

6. View your site to see the result. You will see a list beside the article - you just need to click on the title or "Next" to view the page.

About my site	Q -	Mair	n Menu	
Written by Super User		Hom	e	
Details Category: About Published: 26 December 2012 � Hits: 3		How prod How	it my site to purchase/(ucts to make payr	order ment
Page 1 of 2	About my site	Logi	n Form	
Welcome to my site!	Page 1	Logi	a da la	6
why website provides the customer with a large number of perfumes of well-known brands from all over the world.	All Pages		admin	0
Prev Next >>			emember Me	2
< Prev		Crea	te an accoun	t >

A new page break in the website

Note:

- You can add as many page breaks as you want into your article.
- You can delete a page break by opening the article (in the back end), placing your cursor at the end of the page break's dotted line and pressing the "Backspace" on your keyboard.

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Add a "Read More" link

Adding a "*Read More*" link is a similar process to adding a page break.

- 1. Place the text cursor in the position within the article where you want it split into the introduction and main content parts.
- 2. Click on the **"Read More"** button under article editor.

Welcome to my site!	^	
My website provides the customer with a large number of perfumes of well-known brands from all over the world.		
Our products are of guaranteed quality, no fake <mark>s.</mark> We provide our customers with the best service, with care and fast.	~	
Path: p	1.	
Article Image Depage Break Read More Joomlashi	ditor	

Insert a read more link

You will see a line in red.



"Read more" dotted line

3. Click the button **"Save"** to finish.

Here is your article with a read more link at the front-end. You just need to click on the button "Read more..." to read the full article.

Perfume Shop			
Home	Main	Menu	
About my site	Home About How t produ How t	: t my site o purchase/c ots o make payr	order ment
Details Categony: About Published: 26 December 2012 � Hits: 13	Login	Form	
Welcome to my site!	1	admin	0
- My website provides the customer with a large number of perfumes of well-known brands from all over the world		•••••	0
Our products are of guaranteed quality, no fakes. Read more: About my site	Creat	:member Me g in e an accoun	⊧ t >
♥ Home			
	I.O		

The article with read more link

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

Step 4: Customize your website appearance with a Joomla! template

We have finished preparing the content for the website. It's now time to think about appearance.

What is a Joomla! template?

As mentioned before, a template controls the graphical presentation of your website. It determines the layout, colors, type-faces, graphics and other aspects of design that make your site unique. There are two types of templates: *"Site template"* for front-end presentation and *"Administrator template"* for back-end presentation.

Site templates

The site template changes the way your website looks to visitors.



A front-end template

Most of the time, you will be dealing with the site templates, in order to tweak the public look-n-feel of your website.

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Administrator templates

Administrator templates change the way the back-end administrator interface looks.

oomia3 a syste	m - Users - Menus - Content - Compor	nents - Extensions - Help	- admin -
	Control Faller		
8UBMENU	LOGGED-IN U SER 8		QUICK ICON 8
Dashboard	Super User Administrator	丽 2012-12-25	C Add New Article
Global			🖉 Article Manager
Configuration	POPULAR ARTICLE 8		Category Manager
Clear Cache	2558 Welcome to JSN Pixel	節 2011-04-01	🖾 Media Manager
Global Check-In	423 Color Variations	团 2011-04-01	III Menu Manager
Install Extensions	397 J SN Pixel Product Tour	团 2011-04-01	User Manager
	(344) Font Styles	团 2011-04-01	Module Manager
	(318) Layout	团 2011-04-01	A Extension Manager
			🗣 Language Manager
	RECENTLY ADDED ARTICLE 8		Global Configuration
	T JSN Pixel Showcase	節 2011-04-01	 Template Manager
	T Welcome to J \$N Pixel	团 2011-04-01	E Edit Profile
	1 5 reasons to choose JSN Pixel	節 2011-04-01	Luknown Joomla!
	3 JSN Pixel Product Tour	節 2011-04-01	☆ All extensions are up-to-date
	© K2 Support	团 2011-04-01	
			I comtashina.co

A back-end template

If you are building a website for yourself, then you will probably never need to change your back-end template. When building websites for clients, you might need to slightly customize the administrator template to reflect your customer's brand.

Choose a Joomla! template

Template resources

The quickest and easiest way to enhance the design of your website is to use an existing Joomla! template. There are many available on the Internet.

Free templates resources

The Joomla! community creates thousands of free templates for you to choose from. Check following websites:

- <u>http://www.joomla24.com/</u>
- <u>http://www.joomlaos.de/</u>
- <u>http://www.bestofjoomla.com</u>

Commercial templates resources

If you have enough budget to purchase a template, then we strongly recommend you take a look at following template providers.

- <u>http://www.joomlart.com</u>
- <u>http://www.rockettheme.com</u>
- <u>http://www.joomlashine.com/</u>
- <u>http://www.yootheme.com</u>
- <u>http://www.gavick.com</u>

Search on the Internet

You can search on Google with the key words: "Joomla! Templates" or "template for Joomla!" and you will get about 60 million results!

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Criteria for choosing the right template

There are a lot of Joomla! templates to choose from. Here are some criteria that can help you choose the right template.

• Compatibility

Which Joomla! version does it support? You need to choose a template which supports Joomla! 3.x

Commercial or Non-commercial

Do you want to have a high-quality template and support or are you on tight budget and therefore need to go with a free template? Normally, commercial templates are more flexible, have higher quality, more comprehensive documentation and better support than non-commercial.

• Documentation

How well-documented is it? Does the documentation help you understand all the template features? Does it show you ways to customize the template?

• Support

Is there ongoing support for the template? What ways can you get support? – via forum, ticket support system etc.? How long will it take to get answers? 12 hours, 24 hours or several days?

• Design

Does it match the look and feel that you want for your site? If it is similar to your desired design, you won't have to spend much time customizing it. Otherwise, is it easy to customize it as you want?

• Features

Professional templates provide many features whereas a lot of free templates provide limited features.

If you are an individual or an ordinary user, a free template may be a suitable choice. However, if you are creating a business website, it's definitely worth spending a few dollars on a commercial template from a professional provider. Don't think you are wasting money, Aside from higher quality design and code; you also get good documentation and support. The time you save will be more than worth the money spent.

Install a Joomla! template

After you have selected an appropriate Joomla! template, it's time to install it.

1. Go to "Extensions" => "Extension Manager"



"Extensions" => "Extension Manager"

 Click the "Browse" button, find the template file you have downloaded, and then click on the button "Upload & Install". After that, you get a notification which informs you that the template has been installed successfully.

Joomla3 II System	Joomla3 🗳 System + Users + Menus + Content + Components + Extensions + Help +					
Joomla!" Extension Manager: Install						
Options 🛛 He	Options Help					
Install Update	Upload Package File	Install from Directory	Install from URL			
Manage Discover	Upload Package	File				
Database Warnings Install	Package File		Browse_			
		Upload & Install	Joomlashine.com			

Browse the template file from your computer

Now that you have your new template installed, it's time to apply it to your site. Go to "Extensions" =>
 "Template Manager"

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

Joomla3 & Syste	m + Users + Menus + Content + Components +	Extensions - Help -
🌠 Joomla!"	Extension Manager	
		Module Manager
SUBMENU	MY RECENTLY ADDED ARTICLES	Plug-in Manager NKs
Dashboard	Gotting Started Susselles	Template Manager
SYSTEM	2011-01-01	Language Manager
Global Configuration		Article Mana

Choose "Template Manager"

4. Select the check box next to your new Joomla! template, then from the top left menu, click on the icon **"Make Default"** and it will set the selected template to be the default design for your Joomla! website.

Joomla3 ⊠ System	Users + Menus + Co	ontent - Components -	Extensions + Help +			
🔀 Joomla!'	emplate Manager:	Styles				
2 ★ Make Default	2 ★ Make Default 🗹 Edit 🗘 Duplicate 🗙 Delete 🌣 Options 🞯 Help					
Styles Templates	Filter:	۹ 🗙				
	Style		Default Assigned	Location		
Filter:	Beez3 - Default		<u>☆</u>	Site		
- Select Templ 🔻	Hathor - Default		<u> </u>	Administrator		
- Select Locati 🔻	🗢 isis - Default		*	Administrator		
	JSN_Gruve_FREE -	Default 1	<u>.</u>	Site		
	protostar - Default		• Joomla	Site shina.com		

Choose "Make Default"

5. Now, you preview the design from the front-end by clicking on the site name from the top left of your site's back-end administration.

Joomla3 ⊠ System - Users - Men	us 🗸 Content 👻 Components 👻 Extensions
🔀 Joomla!"	Template Manager: Styles
★ Make Default 🛛 🗹 Edit 🖓 Duplicate	X Delete Options @ Help
Styles Templates	Filter:
	Style
Filter:	Beez3 - Default
- Select Template -	Hathor - Default Joomlashina.com

Click to see the site in the front-end

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Create multiple template styles to be assigned to multiple menu items

You can use different templates on different pages on your website.



In this website, almost all webpages uses Beez2, except one webpage which uses Beez5

For example, you have a website using the template **Protostar**, but you want another page to use the template **Beez3**. You can do it easily by following the instructions below:

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

In this case, we create a new menu item in the top menu and call it Beez3.

To do this, go to **Menus** -> **Main Menu** -> **Add New Menu**. You can select any menu item type you want. For example, we will choose menu item type: Single article, set the menu title to "**Beez3**", and select the article "*Getting Started*". Then save the menu.

Details Advanced Op	tions Module Assignmen	t for this Menu	ltem
Menu Item Type *	Single Article	Select	
Select Article *	Getting Started	C Select	
Menu Title *	Beez3		
Alias	beez3		Joomlashine.co

Create a new menu item called "Beez3"

Then you go to **Extensions** -> **Template Manager** -> **Beez3**. In the section "Menus assignment", choose the menu item Beez3.

Details	Options	Menus assignment	
Menu Selec	tion:		
Toggle	e Selection		
Main Men	u		User Menu
Home			Your Profile
✔ Beez3			Submit an Article
			Submit a Web Link

Choose menu item "Beez3"

Now, save the menu and go to the front-end to see the result.

Note:

You can assign only one template style to one menu item. If you assign more than one, then only the latest assignment is applied.

Step 5: Arrange modules in positions

Note: You can <u>do this step with JSN PowerAdmin easily</u> with its managing modules visually feature.

What is a Joomla! module and position?

As mentioned before, a module performs simple tasks and displays content as small blocks positioned around the page. Each module is located in a specific position, e.g. module "Main menu" is placed in position "left". Each position is designed to occupy a place in a page's layout, i.e. position "left" is placed on the left side of main content. Each template can have many different positions occupying various places on the page.

Here is another way to think about this concept. Imagine your webpage as a wall. On that wall, there are several pin boards (module positions) hanged in various places. In each pin board, there are several stick notes (modules) pinned. So at the end you have the wall full of stick notes (modules) arranged in pin boards (positions) hanging on the wall.

There are two types of modules: "*Site module*" to be utilized in the front-end and "*Administrator module*" for the back-end.



Site modules at front-end

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> How can I see the module positions available in a template?

It's hard to see all the module positions available in a template by just looking at the webpage. Luckily, Joomla! provides a tool for users to see an outline of all positions. Here is how to use it:

- 1. Go to "Extensions" => "Template Manager".
- 2. In Template Manager, click the icon **"Options**" on the toolbar.
- 3. Next, set the parameter "Preview Module Positions" to "Enabled" and click "Save & Close".

Joomla3 ₪	System	Users	Menus	Content	Compone	nts Ex	tensions	Help
3	Joc	omla	! [*]	Tei	mplate N	lanag	er Opti	ons
🗹 Save	;	✓ Save	& Close	🕄 Cancel	Help			
SYSTEM Global Config	guration			Те	mplates	Permis	sions	
COMPONENT Banners Cache Manag	ger			Glob Previ	al Configura iew Module I	tion for T Positions	Femplates Disat	led Enabled

Enable preview module positions

4. Now, click on the tab **"Template**" Tab.

🔀 Joomla!"	Template Manager: Styles
★ Make Default 🗹 Edit 🗅 Duplicate 🗙 Del	lete Options Help
Styles Templates	Filter: Q X
F !!	Style
Filter:	Beez3 - Default
- Select Template -	Hathor - Default

Click on the Template tab

5. In this pop-up screen, all installed templates are shown, so scroll down to the template Beez3 and click **Preview** to see the module positions of this template.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

	Beez3 Details and Files Preview	Site	3.0.0
	Hathor Details and Files No preview available for Administrator templates	Administrator	3.0.0
Image: contract of the second of the seco	Isis Details and Files No preview available for Administrator templates	Administrator	1.0 ashina.com

Click "Preview"

6. A new page will be opened in a new tab; this page shows all module positions of the template, like the figure below.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

	C Font size Rocat Basel Scoaler Postion: gostion-0 Silvie: more outine gostion-0
Home	
Joomla3	
2	
Partian partian-21 Siyle none autimet	CLOSE INFO
Poston poston-12 [Style none outine]	Batter. paster-6 [Style
Getting Started	BeesDivision sutting Position: position-3 [Style
It's easy to get started creating your vebsite. Knowing some of the basics will help.	SeeDivision sutting Position: position-3 [Style
What is a Content Management System?	beetChriston sulfine
A contant management system is software that allows you to create and manage webpages easily segmating the creation of your content from the mechanics regulard to greatent it on the web.	(b)
In this site, the content is stored in a database. The look and feel are created by a femplate. The Joomial activate brings together the template and the content to create web pages.	
Site and Administrator	
Your site actually has two separate sites. The site (also called the front end) is what visitors to yo will see. The administrator (also called the back end) is only used by people managing your site. 'N access the administrator by clocking the "Site Administrator" link on the "User Menu" menu (visite you login) or by adding fadministrator to the end of your domain name.	ur alle bu can Ionce
Log in to the administrator using the username and password created during the installation of Joo	mia.
Logging in	
To login to the front and of your site use the login form. Use the user name and password that we created as part of the installation process. Groce logged-in you will be able to create and edit article	n.
In managing your site, you will be able to create content that only logged-in users are able to see.	
Creating an article	
Once you are logged-in, a new menu will be visible. To create a new article, click on the "Submit A link on that menu.	vitile"
The new article interface gives you a lot of options, but all you need to do is add a title and put something in the content area. To make it easy to find, set the state to published.	
You can set an existing article by clicking on the set icon (this only displays to users who have the to set).	e nght
Template and modules	
The took and feel of your site is controlled by a template. You can change the site name, backgro- colour, highlights colour and more by editing the template options. In the administrator go to the Template Styles and clock on My Default Template (Protostar). Most changes will be made on the Options tab.	une
The boxes around the main content of the sile are called modules. You can change the image at it of the page by editing the image Module module in the Module Manager.	he top
Learn more	
There is much more to learn about how to use Joomial to create the web site you envision. You on learn much more at the <u>Joomial documentation site</u> and on the <u>Joomial foruma</u> .	an .
9 10) 11
Positon positon-9 Siyls beecDriston outine Positon positon-10 Siyls	x bescDivision outine) Position: gration-11 [Style: bescDivision outine]
14	
Position: position-14 ((9) (s: none outine)	(Chamber in

Module Positions in site

Now you can see all module positions of the template. This will help you to choose the right position when you add a new module.

Add a new module to a page

Now that you are familiar with the Joomla! module and position concept, let's learn about adding a new module to your web page.

Get familiar with default modules

By default, Joomla! comes with bunch of modules ready to use. Let's take a look:

User modules

Modules designed for user presentation and service.

• Who's online

This module displays the number of guests and registered users that are currently on the website.

• Latest Users

This module displays the latest registered users.

• Login

This module displays a login form with username, password fields and some other links.

Content modules

Modules designed for article presentation.

Latest News

This module shows a list of the most recently published and current articles.

Most Read Content

This module shows a list of the currently published articles which have the highest number of page views.

• Article - News flash

This module displays a fixed number of articles from a specific category.

• Article -Related Articles

This module displays other articles that are related to the one currently being viewed.

• Archive Articles

This module shows a list of the calendar months containing archived articles.

• Article categories

This module displays categories from one parent category.

Articles category

This module allows you to display the articles in a certain category.

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> **Display modules**

Modules designed for rich content presentation.

• Custom HTML

This module allows you to create your own custom HTML Module using a WYSIWYG editor.

• Feed display

This module displays a syndicated feed.

• Footer

This module shows the Joomla! copyright information.

• Random image

This module displays a random image from a chosen image directory.

• Weblinks

This module displays the list of web links in a category.

• Banner

The banner module is used to display the banners in Banners Component.

Utility modules

Modules designed to perform mini tasks.

• Smart Search Module

This module provides search using the Smart Search component.

• Wrapper

This module shows an iFrame window to specified location.

• Language switcher

This module displays available content languages for switching between them.

• Search

This module will display a search box.

• Statistics

This module shows statistics information about your server, web site users, articles, web links, etc.

• Syndicate Feeds

The syndicate module will display a link that allows users to take a feed from your site.

Utility modules

Modules designed to present website navigation.

• Menu

This module displays a menu on the site

• Breadcrumbs

Breadcrumbs give users the pathway to navigate through the site

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Add a new module

Now, let's see how you add a new module.

1. Go to **"Extensions"** => **"Module Manager"**, then click the **"New"** button on the toolbar.

🔀 Joomla!"	Module Manager: Mod	ules
🕒 New 🗹 Edit	Duplicate Vublish Oupublish	Check In
Site Administrator	Search in module title.	۹ 🗙 emlashina.com

Click "New" to add a new module

2. In a pop-up window, choose the module you want to add. For example, let's add a *"Login"* module to allow users to login to the website.

Select a Module Type:	
Archived Articles This Module shows a list of the calendar months containing Archived Articles. After	you
Articles Categories This module displays a list of categories from one parent category.	
Articles Category This module displays a list of articles from one or more categories.	
Articles - Newsflash The Newsflash Module will display a fixed number of articles from a specific cat	egory.
Articles - Related Articles This Module displays other Articles that are related to the one currently b	eing viewed.
Banners The Banner Module displays the active Banners from the Component.	
Breadcrumbs This Module displays the Breadcrumbs	
Custom HTML This Module allows you to create your own HTML Module using a WYSIWYG editor.	
Feed Display This module allows the displaying of a syndicated feed	
Footer This module shows the Joomla! copyright information.	
Language Switcher This module displays a list of available Content Languages (as defined and public	shed in
Latest News This Module shows a list of the most recently published and current Articles. Some that	
Latest Users This module displays the latest registered users	
Login This module displays a username and password login form. It also displays a link to	
Menu This module displays a menu on the frontend.	

Select "Login" module

3. Now you need to enter information for the new module. Don't forget to choose the position where you want to place the module.

oc 🔀	Module Manager: Module Login	
🗹 Save	Save & Close + Save & New Save as Copy Octobe	
Details Basic Opt	ns Advanced Options Menu Assignment	
Status	Published Unpublished Trashed	
Title *	Login	
Show Title	Show Hide	
Position	right × •	

Enter information for module

4. Finally, click on the **"Save & Close**" button to complete the process. Let's see how it looks from the front-end!



Login module on site

You can add more modules using the same process.

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Configure modules settings

Order modules

Now you have learnt that all modules are placed in a position like sticky notes pinned on a pin board. And just like in real life, you can reorder the modules by using a **drag and drop** function. Let's see how to do that.

- 1. Go to "Module Manager".
- 2. Click icon ¹ to drag and drop the module to new position.

🔀 Joomla!"	Modu	ule I	Manag	jer: Modules
🕂 New 🗹 Edit 🖓	Duplicate		Publish	😂 Unpublish 🗹 Check In
Site Administrator	Search	ı in m	odule title	۹ X
	• 🗸		Status	Title
Filter:			8	Smart Search Module
Site × •				
	▶ : 5	•	8	JSN imageshow Module
- Select Status -	i.			JSN imageshow Module
- Select Position -			~	Archived Articles
			 Image: A start of the start of	Articles Categories mlashina.com

Click to drag and drop the module to new position.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

Step 6: Extend website functionality with Joomla! extensions

As mentioned before, extensions are specially written software to be plugged into Joomla! to extend a website's functionality. For example, if you want to have a photo slideshow, video gallery or an advanced contact form, then you will need to install extensions for those purposes. For more detailed information about Joomla! extensions, please refer to the earlier section on <u>Extensions</u>.

By default Joomla! is shipped with several extensions covering basic needs.

• Banners

Extension for banners management and presentation.

• Contacts

Extension for contacts management and contact form presentation

• Newsfeeds

Extension for RSS feeds management and presentation

• Redirect

Extension for URL redirects management

• Weblinks

Extension for links management and presentation

Let's take a closer look at one of the default extensions to understand how to work with Joomla! extensions in general.

Work with the default extension "Contacts"

In this section, we will learn how to use the Joomla! extension "**Contacts**". This extension allows you to create contact forms so that people can send email messages to you.

Create contact category

We need to create contacts before users can get in touch with us via a form. But to better organize contacts, we need to create contact categories first.

1. Go to "Components" => "Contacts" => "Categories"



Click on contact categories

2. Next, click on the "New" button on the toolbar to create a new contact category.

Joomla3 ⊯ System	🕶 Users 👻 Menus 👻 Content 👻 Components 👻 Extensions 👻
🌠 Joomla!	Category Manager: Contacts
• New	🗹 Edit 🗸 Publish 🔇 Unpublish 🚔 Archive 🔽 Check In 🛅
Contacts Categories	Search Q X
	≑
Filter:	Uncategorised (Alias: uncategorised) Joomlashina.com

Click "New" to create a new contact category

3. Next, fill in the title of your new contact category, for example *"Website Administrators"*, and save it by clicking **"Save & Close"**.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

🔀 Joomla!	Category Manager: Edit A Contacts Category
🗹 Save	✓ Save & Close + Save & New 🗅 Save as Copy 😢 Close 🔮
Category Details	Publishing Options Options Metadata Options Category Permissio
Title *	Website Administrator
Alias	
Description	B I U ABC ≡ ≡ ≡ Styles • Paragraph • ⋮ 3 = ⋮ ≡ ≡ ♥ № ∞ $\%$ U 2 $\%$ @ HTTL - 2 □ × ₂ × ² Ω This is description of Administrator contact group.
	Path: p

New contact category

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Create a new contact

When the contact categories are ready, you can create individual contacts.

1. Go to "Components" => "Contacts" => "Contacts"

Joomla3 🗗 System	ı v User	s - Menu	s + Content +	Components - Exte	ensior	ıs + Help +	
🔀 Joomla!"	Cate	orv Ma	nager: Cor	Banners	•		_
		, ,	<u> </u>	Contacts	•	Contacts	
🕀 New	🕑 Eo	lit 🗸 P	ublish 🛛 🖸 Un	Joomla! Update		Categories	Batch
Options 🕜 Hel	Ip			Messaging	₽		
				Newsfeeds	►		
Contacts	Search			OSE Fileman™		ering	Ascending
Categories	Contain			Redirect		- mg	reactioning
	•	Status	Title	Search			Access
Filter:	1		Uncategorised	Smart Search			Public
	-			Weblinks	•		
- Select Max 🔻	1	 Image: A start of the start of	Website A	dministrator (Alias: web	osite-a	dministrator)	nlashina.com

Click on the "Contacts" menu item

2. Next, click on the "New" button on the toolbar to create a new contact.

Joomla3 ⊠ System •	- Users - Me	enus 👻 Content 🖣	Components 🗸	Extensions -
X Joor	mla!"	Contact M	anager: Cont	acts
+ New	🗹 Edit 🗸 Put	lish 🛛 🕄 Unpublis	h Archive	🗹 Check In 🚺 โ
Contacts Categories		Search contact	s by name tus Title ᡐ	Q X

Click on the button "New" to create a new contact

- 3. Next, fill in the following fields in the section "Edit Contact":
 - Name

Enter the contact name - it might be your name

• Category

Choose the category you created previously

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

Joomla3 앱 System	Users Menus Content Components Extensions	Help
🔀 Joomla!" Co	ontact Manager: Contact	
🗹 Save	✓ Save & Close + Save & New □ Save as Copy	Close 🛛 Help
Edit Contact Publis Metadata Options	hing Options Contact Details Display Options	Contact form
Name *	Contact me	
Alias	contact-me	
Linked User	1	
Category *	- Website Administrator	
Ordering	1. Contact me 🔹	
ID	1	Joomlashina.com

Enter contact information

4. Next, in the **"Contact Details"** tab, fill the contact's email address in the parameter **"Email"**. This is a very important parameter, since all data collected from the contact form will be sent to this email address.

Edit Contact Publis	hing Options	Contact Details	Display Options	Contact form	Metadal
Edit contact information d	isplayed on an	individual page.			
Image	•	Select	×		
Position					
Email	johndoe@gr	mail.com			
Address					
			:1	Jeomlash	

Enter contact email

5. Finally, click **"Save & Close"** to save this contact.

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Create a menu item to show contact form

Now that we have created a contact to send the form to, it's time to create the form for users to complete when they want to get in touch.

1. Select menu item "Menus" => "Main Menu" => "Add new menu items"

Joomla3 🖬	System +	Users +	Menus -	Cor	ntent -	- Co	mponents +	Extensi	ions +	Help +
>	Joc	omla!"	Menu Ma	nage	PL) Na	nager: C	ontact	5	
🕂 New		🕑 Edit 🗸	Main Me	nu 🏫		۶.	Add New Mer	nu Item	Tr 🗇	ash 🔳
			User Me	nu		>				
Contacts				Sea	arch co	ontacts	by name		Q	×
Categories				000	aren et	Jindota	oy name		`	~
				\$		Stati	is 🛛 Title 💙			
Filter:						~		ntact me	(Alias: co	ntact-me)
- Select Status	-		•				Website	Administrat	or mlashi	

Add new menu item

2. Next, click **"Select"** to select menu item type.

Joomla3 ₪	System	Users	Menus	Content	Components	Extensions	Help
	ool 👔	omla	l,	Me	enu Manage	er: New Me	enu Item
🗹 Sav	e	✓ Save	& Close	+ Save & N	lew 🛛 😵 Cancel	1 Help	
Details	Advanced C	ptions	Module /	Assignment	t for this Menu Ite	m	
Menu Item Typ	e *			:	Select 🔶		-
Menu Title *						I.	

Click on select button to select menu item type

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

3. Next, choose "Single Contact".

Contacts	
List All Contact Categories Shows a list of contact categories within a category.	
List Contacts in a Category This view lists the contacts in a category.	
Single Contact This links to the contact information for one contact.	
Featured Contacts This view lists the featured contacts.	
Articles Smart Search	
Newsfeeds	
Search	
Users Manager	
Weblinks	

Select "Single Contact"

4. Next, you need to select the desired contact by clicking on the button "Select".

، ۲ 🌠	oomla!°	Menu Manager: New Menu Item
🗹 Save	✓ Save & Close	Save & New Cancel Help
Details Advance	ed Options Module As	ssignment for this Menu Item
Menu Item Type *	Single Contact	Select
Select Contact *	Select a Contact	Select -
Menu Title *		
Alias		Jeemlashine.co

Click "Select"

5. Then click on the contact you created previously.

	Language	A	ll.		1	^
Filter:	९ 🗙					
- Select Access -	Status - 💽 - Select Category	- Select Lang	uage 💌			
Title 🎔	Linked User	Access	Category	Language	ID	
Contact me		Public	Website Administrator	All	1	
						Ξ

Click on the chosen contact

6. Next, fill in the "Menu Title" field with the title you want, for instance "Contact".

Mool 🔀	nla!" Menu Manager: Ne	w Menu Item
🗹 Save	Save & Close + Save & New OCar	icel 🕜 Help
Details Advanced C	ptions Module Assignment for this Menu Ite	m
Menu Item Type *	Single Contact Elect	
Select Contact *	Contact me Select	
Menu Title *	Contact	Joomlashine.com

Fill in the "Menu Title" field

7. Finally, click **"Save & Close"** to save this menu item.

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Now, let's go to website front-end to see the result. Look at the "Main Menu" and you will see a menu item **"Contact".** Click on it and you will see a contact form.

Home Contact		Latest Article
Contact me		
Contact Form		Log In Create an account >
Send an email. A	Il fields with an * are required.	
Name *		
Subject *		
Message *		
	.4	

Contact form in site

We have just added basic contact form to the website. For further tweaking, there are plenty of options provided.
Further tweaking

Go to "Contacts" or "Categories" and click icon "Options" on the toolbar.

Contact Manager: Contacts		
Edit Vupublish	Archive Check In Trash Batch	Options
Search contacts by name	X Ascending Title	▼ 20 ▼

Click on the button "Options"

• In the page displayed, you can configure all kind of parameters as you need.

🌠 Joomla!"	Contact Manage	er Options		
Save 🖌	🗸 Save & Close 🛛 😳 Can	cel 🕜 Help		
SYSTEM Global Configuration	Contact Icons	Category Categories	List Layouts Form	Integration
CONDONENT	These settings apply for	single Contact unless they ar	e changed for a specifi	ic menu item or Co
Banners	Choose a layout	Default	*	
Cache Manager Checkin	Contact Category	Hide	*	
Contacts				
Articles	Show Contact List	Hide Show		
Smart Search				
Installation Manager	Display format	Sliders	*	
Joomla! Update				
Language Manager	Name	Hide Show		
Media Manager				
Menus Manager	Contact's Position	Hide Show		
Messaging				
Module Manager	Email	Hide Show		
Newsfeeds				
Plugins Manager	Street Address	Hide Show		
Redirect				
Search	City or Suburb	Hida Shaw		
Template Manager	-	nice show		
Users Manager	State or County			
Weblinks	orate or oburity	Hide Show	Teen	

Contact Manager Options

Add new extensions

Default Joomla! extensions are good for a start, but in the long run they are often just not enough. As your website evolves, you will want to add more functionality that goes beyond these default extensions. In this part, we will look at what extensions you could add to your website and how to do it.

Define extensions to be installed

Of course, every website has its own purpose and there is no pre-determined list of the extensions that will achieve it. However, there are some types of extensions that every website should have. For example, image gallery, video gallery, form building, integration with social networks, presentation on mobile devices, etc. There are plenty of articles addressing this issue and here are some of the most useful.

- Joomlashine extensions JSN PowerAdmin, JSN Uniform and JSN ImageShow: All of them are developed for popular needs of websites. These extensions get a lot of compliments from Joomla! users with well-coded, easy to use and comprehensive features.
- <u>Top 10 Joomla! extensions</u> <u>Brian Teeman</u>: Brian's own list of criteria for picking Joomla! extensions.
- Featured extensions on JED
- <u>My top ten Joomla! extensions Kristoffer Sandven</u>: Personal favorite extensions of this famous Joomla! blogger. Both in the back-end and the front-end.
- <u>My Must have Joomla! Extensions Anthony Olsen:</u> A list of extensions to augment the Joomla! core ability. You should check the list to make sure these extensions support Joomla! 3.x.
- Joomla! 3.x extensions on JED: All extensions here are checked carefully by JED team before publishing. You should also check the community rating and comments to choose suitable extensions.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine



JSN PowerAdmin – An extension that simplifies the administration interface

E Static E Text E Email Upload	Form Design →	Select Field	
E Text Email Upload	≡ Static		
Email Upload	I Text	Checkbox	Dropdown
		🖾 Email	Upload

<u>JSN Uniform</u> – Single extension for generating and managing multiple forms

Find useful extensions

The best place for you to find useful Joomla! extensions is **Joomla! Extensions Directory** (JED). It is a large resource with a large number of Joomla! extensions divided into certain categories based on functionality.

i ⊈hinh sùa bh ne-Joan lai Exten	jiến thị lược sử Đảnh điệ⊥ Công oµ ⊅ sions Directory +	ny giúp Belated Unio						
🕭 🐹 extens	sions joonle.org					슈 = @ 🔍 = Web Se	arch (powered by Google)	1
of the	🔀 Joomial* – About	 Community & Support 	- Ext	end 👻 Download 👻		search	0	
¢.	The Joomla! E	xtensions Dire	ctory	тм	D	ownload De	mo	
	Consider BATA extensions	BANDOM NEW EX	TENSIC	NIS.				
	to the community	KANDOM NEW EX	LENSIG	M45			Mona »	
	CATEGORIES	QuickSell File Seller	a	fwCdn	iii (3	Ginger Wall	-	
	All Categories	Paid Downloads		Content Networking		Photo Gallery		
	Access & Security	Like Box Module by		kBanners4SobiPro	a a	Prestige Contact Forms		
	Administration	Facebook display		SobiPro Extensions		Contact forms		
	Ads & Affiliates	Site Protector for				Green Virtuemart	-	
	Authoring & Content	Site protection		Articles Listing		Virtuemart Products Displa	v	
	Calendars & Events	Jumpple - Website		OS Virtuemart		Image Pro		
	Clients & Communities	Security Tools		Virtuemart Categories		Zoo extensions		
	Communication							
	Contacts & Feedback	_						
	Content Sharing	lap tap	the	me mobile Ja	oomla ti	heme	Contraction of the second seco	
				innone, in	au er Am		1	
	Core Enhancements						67	

Joomla! Extensions Directory

All extensions have a voting and review section, where you can check reviews and judge for yourself. This directory is moderated by a professional team and you can have a certain level of trust in the items published here.

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Install new extensions

After choosing and downloading extensions which you think are necessary to your website, you need to know how to install them and make them work on your website.

- 1. Go to "Extensions" => "Extension Manager"
- 2. Next, click the "Browse" button to select the Joomla! extension package you downloaded.

Joomla3 II Syste	m + Users + Menus + (Content - Components	• Extensions • Help •
🔀 Joomla!"	Extension Manag	ger: Install	
Options 🔞 He	łlp		
Install	Upload Package File	Install from Directory	Install from URL
Manage Discover	Upload Package	File	
Database Warnings Install	Package File		Browse_
ini guyes		Upload & Install	Joemlashine.com

Click Browse

3. After that, click **"Upload & Install"** to upload and install this file to your site.

🔀 Joomla	I Extension Manag	ger: Install
Options 0	Help	
Install Update	Upload Package File	Install from Directory Install from URL
Manage Discover	Upload Package	File
Database Warnings Install	Package File	C:\Users\mobt.BRAVEBITS\Downloads\jsn_uniform_1 Browse_
10190363		Upload & Install

Click "Upload & Install"

Joomla! automatically knows the right place to put the extension based on its type. For instance, if the extension is a component, you will see it in the menu "**Components**"; if that extension is a module, you will find it in "**Module Manager**" and so on.

Joomla3 🗗 System	• Users • Menus • Content •	Components - Exte	ensions	s - Help -	Si
🔀 Joomla!"	Control Panel	Banners	•		
STIDMENT		Joomla! Update	Ĺ		
Dashboard	MY RECENTLY ADDED ARTICLES	JSN UniForm	•	Forms	IN QUICK IC
Dashboard	Getting Started Super User	Messaging	•	Submissions	
SYSTEM	2011-01-01	Newsfeeds	•	Configuration	
Global		OSE Fileman™		About	
Configuration		Redirect		Site Reset	
System	LOGGED-IN USERS	Search			
Clear Cache	Super User Administrator	Smart Search		🕝 teemtashi	

JSN UniForm in Components

Uninstall extensions

If you found that an extension doesn't meet your needs, you should uninstall it.

- 1. Go to **"Extensions" => "Extension Manager"** and click on the **"Manage"** item.
- 2. Input full or a part of the extension name in the "Filter" text field and click the "Search" icon.
- 3. Check the box next to the extension you want to install and click the "Uninstall" button on the toolbar.

Joomla3 앱 System + Users + Menus +	Content - Components - Extensions - Help -
🔀 Joomla!'	Extension Manager: Manage
Enable O Disable C' Refresh Cache	X Uninstall I Help Options
Install	jsn uniform
Manage	Name 💙
Discover Database Warnings Install languages	1 JSN UniForm JSN UniForm
	Joomlashine.com

Uninstall the extension

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

Step 7: Manage your Joomla! websites with JSN PowerAdmin

You get a Joomla! website after following the 6 steps described above. Then, you might need to update its content daily or monthly: edit the published articles, create new menus or modules, etc.

You don't have to do this with all the steps and multiple clicks we've shown you. It is time to reveal a secret: **JSN PowerAdmin. JSN PowerAdmin is** an admin navigation extension which makes management of your Joomla! website easier than ever - with **Spotlight Search**, **Site Manager**, **Template Styles Manager** and more.



Feature highlights of JSN PowerAdmin

• Site Manager: Manages the three main sections of your website: Menu's, Component's and Modules, in one area.

Menu	•	COMPONENT Welcome to JSN Kido	MODULES [mec.	Modules
E Home *		Witten by Super User 20% Kido is an excellent, Joonia temptate with clean and modern design, K5 also the first Joonia/Shine's temptate to step supporting	Tego	content-bottom
	- 1	Joornia 1.5, which fully allow you to enjoy the power of Joornian talest version and later.	🗄 Shop Laga	H. thumas biran
E Design	_	Superfields tryot, 6 colors variation, 3 font algies, 5 minu algies, 6 modules algies and much more are under your management via convenient template parameters.	top	11 Ship Internation
E II Cator Variations	_	But the for	E Tap Menu	E Mahifut
- II Top Menu	- 1		mainmenu	H. Kayastat
- E Side Menu	_		 Main Mesu Josna & Rich Tert) 	I Outlingtharturingstag
- I The Menu	_		E Main Mesu	Position "content-battors"
- II Business Style	_		toolbar	user8
II News State				E Respensive Design
ii Tusography			promo-left	Pesilion 'user?'
11 Module Styles			E Positien 'promo-leff'	

Site Manager

• **Spotlight Search:** To search website items like articles, in just few seconds.

	≗ ⊗-	joomla	ר
		Content Articles	
		Joomla!	
JSN IMAGESHOW QUICK ICO	NS	The <mark>Joomla</mark> ! Community	
		The <mark>Joomla</mark> ! Project	
(* H *		Using <mark>Joomla</mark> !	
		Joomla! 2.5 & Joomla! 3.0 Supp	
Launch Pad	Showlists Manager	naging your <mark>Joomla</mark> website	ashine.com

Spotlight Search with a list of results

• **Template Style Manager:** To control template styles - edit, make default, duplicate, delete or uninstall the templates - easily.



Template Styles

JSN PowerAdmin is totally FREE. You just need to download and install it in the Joomla! back-end as per the instructions in the section "<u>Install new extensions</u>"

Download JSN PowerAdmin Free

Manage Joomla! website with Site Manager

It can take up a lot of time when you have to go to each menu, module or article to edit them. Now, you can control the website content easily and quickly with **Site Manager**. It contains **Menu**, **Component** and **Modules** in one area.

To access Site Manager, click "Components" -> "JSN PowerAdmin" -> "Site Manager".

Menu	•	COMPONENT Welcome to JSN Kido	MODULES filer.	Modules
Home W Gold Phone Color		Within by Super User JSV Kido is an excellent Joonfa temptale with clean and moders design. It's also the first Joonfadther's temptale to shop supporting Joonfa 1.5, which king alow you's enjoy the power of Joonfadth start version and take. Super fieldse tayout, if colors vasation, 3 ford alytes, 5 menu styles, 6 modules alytes and much more are under your management via convertient temptale parameters. Start the tour	Ingo E Shop Lapp Sop Tap Mean Main Mean Main Mean Tech Main Mean Main Mean	eentent-bottom H. thereige Delays H. Biole internation H. Modelly Reads H. Modelly Reads H. Modelly Reads H. Modelly Reads H. Jour System States H. Peatlos Teartest-bottom H. Peatlos Teartest-bottom
If Post States If Post States If Decision State If Personal State If News State			tooibar	user5

Site manager includes Menu, Component and Modules panel

More conveniently, you can resize the 3 sections as you wish. Drag the bar between 2 sections to the position you want to enlarge or shrink one section. In addition, all the changes you make here are auto-saved.

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Manage Menus



Menu items in the front-end

You can control menu and menu items easily with **MENU** tab in Site Manager.



Control all menus or menu items

• View items:

All published menu items are displayed. Some unpublished ones are not. To show/ hide these unpublished items, you click the icon in the upper right.

MENU	COMPONENT
Main Menu	▼ ▲
- 🗄 Home 🚖	Welcome to JSN Air
E Besign	Parent Category: Sample Data-Article
⊟ ∷ Layout	Written by
🐇 🔡 Left Innerleft Center	Created on Friday, 01 April 2011 07:1
💠 💠 Center Innerright Right	Rublished Date
📖 🔛 Innerleft Center Right	Fublished Date
Main content only	Hits: 6536 Joemlashina.com

Click the icon to show unpublished items

MENU		COMPONENT
Main Menu 🔻		
🗄 Home 🚖		Welcome to JSN Air
E II Design		Parent Category: Sample Data-Article:
E II Layout	=	Written by
Left Center Right		Created on Friday, 01 April 2011 07:18
- Left Center Innerright		Published Date
		Hits: 653 Joomlashine.com

Click the icon to hide unpunlished items

• Create a new menu / menu item:

Site Manager Site Search	Configura	MENU
MENU	[Main Menu -
Main Menu	•	Home 🔶 Select
Top Menu		Edit
Footer Menu		Unpublish
Must-see Stuff		Rebuild
Add new menu		More
·· Image Gallery	I,	Add menu item
💠 🗄 Form Builder		··· II Responsive Layout
Add New Menu		Add New Menu Item inacco

Add new menu and add new menu item instructions

• Edit the current menus / menu items:

MENU		COMPONENT
Main Menu Edit Hom Rebuild More Etit Kebuild More Get it	•	Welcome to JSN Kido Written by JSN Kido is an excellent Joomla template with cle supporting Joomla 1.5, which fully allow you to enj

Edit the current menu or menu item

• Drag and drop to move items within a menu:



Drag selected menu item and choose the place to drop it

• Customize menu items:

You also can Unpublish, Rebuild, Set as home, Check in menu items, etc.

Home 🚖	r	Written by	
E :: Features	Select	JSN Kido is	an excellent Joomla template with clear
🖃 🗄 Free	Unpublish	Supporting	Joomia 1.5, which fully allow you to enjoy ble layout, 6 colors variation, 3 font styles,
F(Rebuild	manageme Set as home	ent via convenient template parameters.
···· II Painl ··· II Resp	Expand all	Check in	
. II RTLI	Collapse all	Trash Load custom assets	_
Docs	N		Joomlashina.com

Control all menus or menu items

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Manage Content

The **COMPONENT** section shows you all the content of the menu item you selected. It lets you edit the elements, show, or hide items as you want.

MENU		COMPONENT
Main Menu	•	Welcome to JSN Kido
Select		Written by
Edit Eas		JSN Kido is an excellent Joomla template with clean and me
Rebuild		to enjoy the power of Joomla's latest version and later.
More	•	Super flexible layout, 6 colors variation, 3 font styles, 5 menu
Add menu item	_	6 modules styles and much more are under your managem template parameters.

Click "Select" to edit an article

• View items:

Click on the icon below to show/hide disabled elements on the page.



Click show or hide unpublished items

• Edit articles/ categories:

Here, you can edit an article quickly after you select it. Click the article title to display the options below:

- Edit article: To alter the article content.
- **Hide element/ Show element:** Click to hide or show enabled or disabled elements with two choices "For all pages globally" or "For this page only".
- **Enable link/ Disable link:** Click to show an enabled/ disabled link with two choices "For all pages globally" or "For this page only".
 - *For all pages globally:* The change to the element will be applied for all components on all pages of the website.
 - *For this page only:* The change to the element will be applied for this component only.

COMPONE	ENT				MODULES
Welcom	e to JSN Kid	0			
Written by	Edit article			_	debug
ION Kido io	Hide element		For all pages globally		
the first Joor	Enable link	×	For this page only	ch fully allow you	position-(
to enjoy the p	oower of Joomla's la	atest ver	sion and later.	Jeel	ula shine.com

Edit article, show or hide element and link in an article

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Editing a category is the same as editing an article.

COMPONENT				
Welcome to JSN Air				
Parent Category: Sample Data-	Articles Category: T	empla	ate Articles	
Written by	Edit category			
Created on Friday, 01 April 201	Show element	•		
Published Date	Enable link	•	For all pages globally	
Hits: 6536			For this page only	
User Rating: 00000 / 0				
allows you to present content in whatever way you like. Super flexible layout, 6 colors variation, 3 font styles,				
styles, 6 modules styles and much more are under your management via convenient template parameters				

Edit article or hide element in a category

Manage Modules

In the **MODULES** section, you can manage all modules of the current default template.



Modules in the front-end

• View modules:

Published modules are displayed. Unpublished modules and positions that are filled with modules (or not yet filled) can be shown or hidden. You can manage these items by clicking on the blue button in the upper right and ticking "*Modules*", "*Positions*" or both.

J	MODULES filter	
		Modules Positions
	logo	user6
=	top	Position "user6"
	Empty position	user7
ł	II Socials	E Position "user7"
	mainmenu	footer
	Published module Main Menu (Icons & Rich Text) Unpublished module	JoomlaShine copyright
		Joomla! Copyright
		II Footer Menu

Click to show or not show Modules and Positions

• Create a new module:



Click any position to add a new module

• View module positions

You can click on a module position and select "*View position*" to see all module positions of the template.

iew Positions		Seath
sk-leftsp Jogo		sidical-rightbo top
mainmenu		toolbar @
promo		
ck-leftmiddle convert-sop		stck-rightwidd
breadcrumba		
user1	user2	
mainbody-top		
ck-tembottom		stick-rightbottor

Click any position to view position of the default template

• Edit the current modules:

With any module, you can select it to **Edit**, **Change position**, **Unpublish**, etc. With modules that are checked in, you can check them in before editing them.



Edit modules

Australian Parks		Font size Bigger Reset Smaller position-0
osition-1		CLOSEINFO
position-12	position-6	position-7

Change module position with all the template positions shown

• Drag and drop to move module positions.

MODULES filter	
	Modules Positions
promo-right Why choose JSN Kido Position "promo-right"	PowerAdmin <pre>stick-righttop </pre>
content-top	stick-rightmiddle

Drag and drop a module to new position

Quick access to any items with Spotlight Search

You need to click a lot to search for front-end items in the backend of Joomla!. **Spotlight Search** helps you find items in your website, and access them quickly:

- In the front-end, **copy the title** of content which you want to edit.
- Go to the back-end, **paste the title** into the **Spotlight Search box** which is located in the top-right corner of your admin panel.
- You will get all the results from various types of items immediately. Just choose the appropriate item to edit it.

	💻 💄 💿 -	Layout 🛛 🖉
		Content Articles
		Layout
LSN IMAGESHOW QUICK	CICONS	Responsive Layout
		RTL Layout Support
(* R *		Layout variation Center Inne
		Layout variation Innerleft C
Launch Pad	Showlists	Layout variation Left Center
	ivianager	Layout variation Left Center
		Layout variation Left Inner

The results will be shown immediately

• Click on the item to get instant access to the settings page. Here, you can change the content as you would normally.

ol 🔀	Article Manager: Edit Article	
🖍 Save	✓ Save & Close + Save & New Save as Copy Octobe	0
Article Details	Publishing Options Article Options Configure Edit Screen Metadat	a O
Title * Layout	Category * Design & Features	
<h3>Module Pos JSN Kido pro take any blank s outline<!--<br--><hr class="line-d
<h3>Layout Cont
JSN Kido allo
<hr class=" line-d<br=""/><h3>Layout Varia JSN Kido lay specific columns <div class="grid-</th><th>tions</h3>
ides 37+ module positions allowing you to have multiple layou
baces leaving those for neighbor modules. Some positions are designed to arrang
t-center"><a href="images/content/template-details/design-features/layout/layout
a>
ots"> iguration</div></h3> t-center"><img src="images/content/template-details/design-features/layout/para
ws you to change the width size for several critical layout elements. All settings of
ots"/> tions</h3> out system is very flexible and capable. Module positions are designed in smart v conveniently via template parameters. Bellow is live presentation of some most p ayout" style="margin-top: 10px">	ut co e m t-full ams can way opu	

Get instant access to settings page

Manage template styles with Template Style Manager

JSN PowerAdmin provides you a quick way to access all installed template styles. And you can do some basic operations on a template such as Edit, Make Default, Duplicate, Delete and Uninstall quickly with a few clicks.

Let's see how to change the default template.

Jooml Open So Manage	며!" ource Content ment
You are here: <u>Home</u> ▶ <u>Design</u> ♦	Layout
Nors	E
Design	Created: Friday, 01 April 2011 02:56
Features	
Joomlal	Module Positions
Get it Now	JSN Air provides 37+ module positions allowing you to have multiple layout configurations. All module p are collapsible which means if you don't publish any modules in some positions it will not take any blank leaving those for neighbor modules. Some positions are designed to arrange modules inside in horizontal which makes it very easy to reorder modules inside it.

The default front-end template is now Beez3

• Go to "Extensions" => "Template manager" and click "Template Styles" on the sub-menu.



Select "Template Styles"

• Next, in the modal window, you will see all the installed templates, both **site templates** and **admin templates**. The default template is highlighted in yellow.



Template styles manager

• Click on the template you want to set as the default, and choose "Make Default". For example here we've chosen **Protostar**.

Beez3 - I	Default	JSN Air PRO - Defa	ault	JSN Epic
A Doomlaf A Doomlaf A Doomlaf A Doomlaf A Doomlaf A Doomlaf	Edit			
	Make Default			
	Duplicate Delete			
protostar -	Uninstall Template			
			(S leemta	shine.com

Click on "Make Default"

• Finally, click "Close" to exit the modal window.

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

Now, let's go to website front-end to see the result. The template now is **Protostar**.

Madula Desition				
Module Position	s			
JSN Air provides 37+ mod collapsible which means if those for neighbor modules very easy to reorder modul	ule positions allowing you don't publish any r s. Some positions are o es inside it.	you to have multi modules in some designed to arrang	ple layout configura positions it will not ge modules inside ir	ations. All mo take any blar n horizontal la
See all module positions o	utline			

Protostar is the default template

Other features

Quick access to previously edited items

All items you have configured in the past are stored in **History**. You can access them with just a few clicks.

• Click on the **Clock Icon** right beside **Spotlight search box**.



Click on the Clock Icon

• Click on the item you want to access.

	💻 🛓	Search	Ø
		Archived Articles	
		Module Styles	
		Layout	
	News	JSN Epic PRO - Default	
	Ivame	JSN Air PRO - Default	•
Client	Impressions	JSN_Air_PRO - Default	р
oomla!	291 of Unlimited	4 - 1.37% All	5
oomla!	16 of Unlimited	0 - 0.00% En	glish (UK) 🕜 Joomla <u>2</u> dha.com

Click on the item you edited in the past

• You will be redirected to that item.

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> Quick access to user profile

Normally as an administrator, you want to check your messages, your profile or simply the amount of time remaining in your session. To go to the user profile, you:

• Find the **Person Icon** in the top, nearby the **Clock Icon**. The amount of blue color represents the percentage of time remaining in your session.



The Person Icon

• Hover the mouse over this icon and click on **Profile** in the dropdown menu. A new modal window will appear for you to edit your profile.



Click on "Profile" to go to the user page

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

dministrator		2013-04-01	L1 Add New Article
Edit Profile			
My Profile Details	Basic Settings		
Name *	Super User		
Login Name	admin		
Password			
Confirm Password			
Email *	admin@yahoo.com		
Registration Date	2013-04-01 04:16:14		
Last Visit Date	2013-04-01 07:06:17		
ID	688		
			Save Cancel
			Joomlashine.com

Profile setting page in a modal window

Enhanced Administrator Menu

At some point you may want to remove some extensions. No need to go to **"Extension Manager**" as normal, you can uninstall them with the **Quick Uninstall** function. It works with some default Joomla! extensions (Banners, Contacts, etc.) and all 3rd party extensions on your Joomla! site.

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Site	Users	Menus	Content	Components	Extensio	ons	Help	
Joor	mla!°		Control	Banners				
		Contro	Contacts		•	Categories		
				Joomla! Upd	ate		Contacts	_
_			LOGGE	JSN PowerAd	dmin		Uninstall	
-			Super L	Messaging		ÞĪ		
			· · · ·	Newsfeeds				
guration			Super l	Redirect				
rmation				Search				
				Smart Search	1 I			
k-in			POPULA	Weblinks				
isions			6536	Welcome to JS	SN Air			
			799 S	ide Menu			Joomlash	

Quickly uninstall an extension

Configuration

To help you manage Joomla!'s back-end in the way you prefer, JSN PowerAdmin has a **"Configuration"** page. Here, you can configure the logo and its menu link, search coverage or history number; turn off the **"Uninstall"** feature or manage extensions support and so on.

• Go to "Component" => "JSN PowerAdmin" and click on "Configuration"



Go to the Configuration page of JSN PowerAdmin

• You can configure as you want in the **"Configuration"** page.

ONFIGURATION	GLOBAL PARAMET	ERS	
Global Parameters	Admin Bar Enhand	sement	
Languages	General		
Permission	Enable AdminBar	No Yes	
Product Update	Menu		
	Logo File	administrator/components/com_poweradmin/assets/images/	Cle
	Logo Link	http://www.joomlashine.com/joomla-extensions/jsn-poweradr	
	Open Link in	New browser	
	Logo Slogan	You can change logo image and link in section 'Configuration	
	Add "Uninstall" feature	💮 No 🛞 Yes	
	User		
	Show Warning In	1	
	minute(s), or	Do not show	

Preview of "Configuration" page

Twitter <u>http://www.twitter.com/joomlashine</u> | Facebook <u>http://www.facebook.com/joomlashine</u> "Joomla! 2.5 Made Easy" – The previous version of Joomla! 3.x Made Easy

This e-book **Joomla! 3.x Made Easy** is an update from the previous version - **Joomla! 2.5 Made Easy**, which got 50.000+ downloads.

If you want to build a website on a stable Joomla version, you should choose Joomla 2.5 (which gets support until Spring, 2014) and a step-by-step pocket manual **Joomla! 2.5 Made Easy** are recommended.



Joomla! 2.5 Made Easy, written by JoomlaShine Team

93 pages

Language: English, German, Danish

The e-book is ready in English, German and Danish. You can download it for FREE.
Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

Conclusion

A good book is like a treasure and I hope you think that while reading this one. All of our knowledge about Joomla! 3.x has been edited in the most careful way to bring you 7 chapters of the most useful information to help you create your own website step-by-step with Joomla! 3.x. You will know all the basic aspects of Joomla! so you can build a complete website: from how to install it to how to work with it.

The Joomlashine team wholeheartedly wants to give our readers the best in this book. Feel free to share what you have learned with someone else. Bringing you valuable knowledge is our purpose and our honor as well.

Although we try our best, some mistakes are unavoidable. We appreciate all ideas and comments from our readers to make it better!

Twitter http://www.twitter.com/joomlashine | Facebook http://www.facebook.com/joomlashine

References

Released in late October 2012, Joomla! 3 - In 10 Easy Steps written by Hagen Graff is also a good book for beginners. With detailed information about Joomla! 3.x, I guarantee that you will get more useful knowledge to help you build a website. This book has different language versions, such as <u>English</u>, <u>German</u> and <u>French</u>, so you can choose a version suitable for you. The e-book version is free to download.

You can also go to our official <u>Joomlashine blog</u> or watch us on <u>Youtube</u> to learn about Joomla! as well as be updated with the latest news about Joomla!. There are not only interesting, but also useful, topics about Joomla! which you won't want to miss. You can leave your comments below each article - we appreciate it a lot!

Finally, we want to recommend some good learning websites which we think you can refer to:

- <u>http://docs.joomla.org/</u>
- <u>http://www.joomlatutorials.com/</u>
- http://www.joomlablogger.net/
- <u>http://www.ostraining.com/blog/joomla/</u>
- <u>http://www.theartofjoomla.com/</u>
- <u>http://www.youtube.com/user/Joomla</u>
- <u>http://www.joomla-wiki.de/dokumentation/Joomla!_Wiki</u>
- <u>http://www.joomlaportal.de/forum.php</u>
- <u>http://www.joomlaspanish.org/foros/</u>
- http://www.joomla.it/mediawiki/index.php/Pagina_principale