CINERA BUSINESS SOLUTIONS

WEBSITE DESIGN TRAINING MANUAL

Training Level: Beginner

Training Topic: Website Design Using WordPress and Elementor

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Introduction

Why Website Training Matters

In today's digital world, having a website is essential for individuals, businesses, and organizations.
Website design training equips people with practical digital skills to create their own online presence, promote their services, reach more customers, and grow their businesses.

Training Goals

Objectives of Website Training

The main objective of this training is to equip participants with practical skills and knowledge to design, develop, and manage professional websites using WordPress and Elementor.

Participants will learn how to create website pages, add content and images, customize layouts, create navigation menus, and publish functional websites without advanced coding skills.

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Skill Development on :-

1. Understand what a website is and why it is important.
2. Understand the difference between a domain name and web hosting.
3. Understand WordPress and its functions.
4. Navigate the WordPress Dashboard.
5. Create and manage website pages.
6. Use Elementor to design website pages without coding.



WHAT IS A

WEBSITE?



A website is a collection of related web pages that people can access through the Internet.

A website can be used to:

1.

Build a professional online presence.

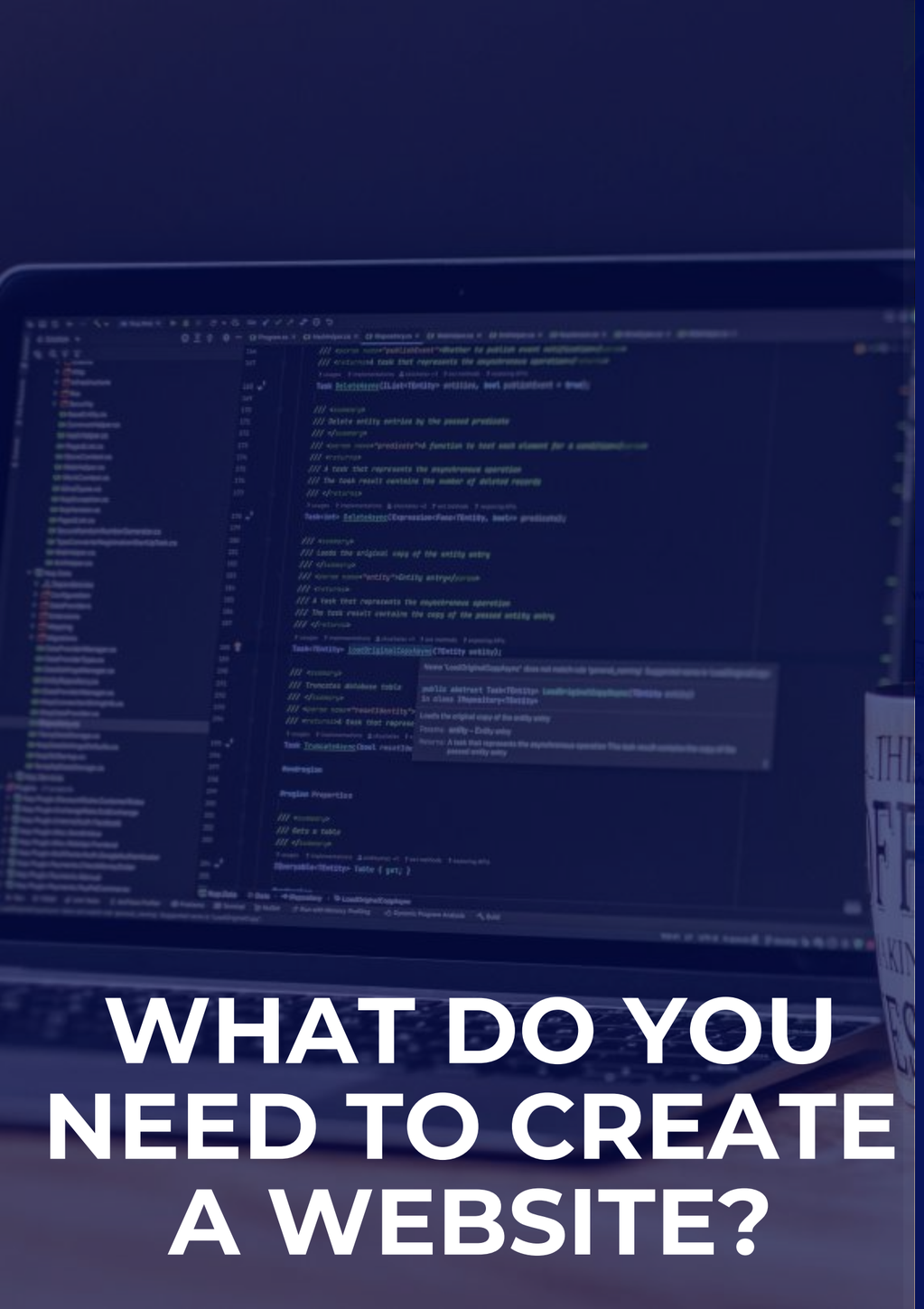
2.

Promote a business or organization.

3.

Share information and news.

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WHAT DO YOU NEED TO CREATE A WEBSITE?

Domain Name

A domain name is the unique address people use to find your website on the Internet. Eg. taruyode.or.tz, greenecocare.org

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Domain Name

Web hosting is a service that stores your website files, images, and information so that people can access your website online.

Simple example:

- Domain Name = **Your house address.**
- Web Hosting = **The land where your house is built.**

Therefore, Both are important when creating a website.

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WHAT IS WORDPRESS?

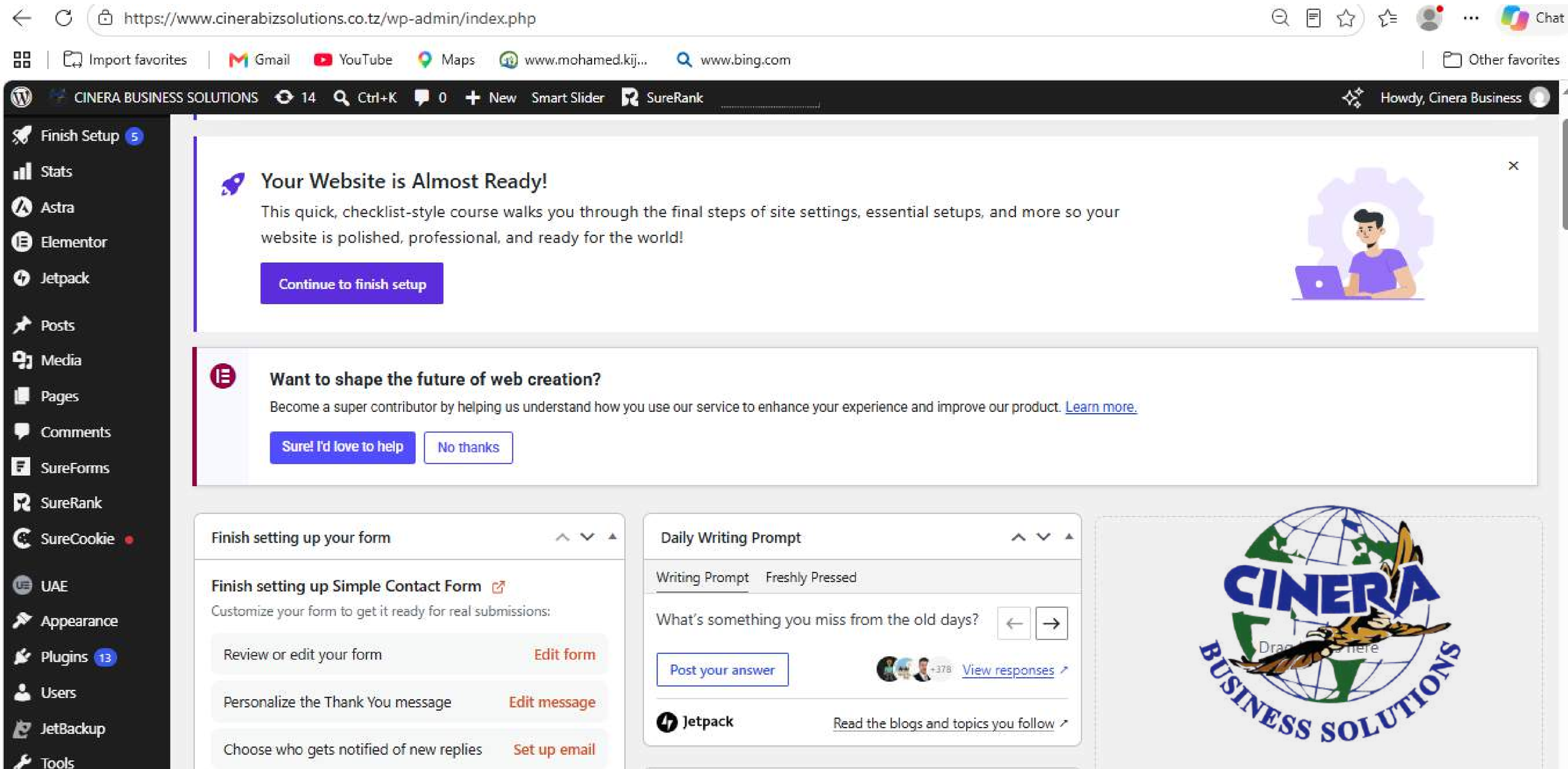
WordPress is a Content Management System **(CMS)** that allows users to create and manage websites without having to write complex code. It used to create NGO, Schools and Business customized websites

One of the main advantages of WordPress is that beginners can use it to build websites with little or no coding knowledge.

Important Sections of the WordPress Dashboard

SECTIONS	FUNCTIONS
Dashboard	Displays an overview of your website.
Pages	Used to create and Customize website pages.
Media	Creating Stores images, videos, and documents.
Appearance	Manages themes, menus, and website appearance.
Plugins	Adds extra features to your website.
Settings	Controls general website settings.

Wordpress Dasboard



CREATING WEBSITE PAGES

Website pages contain the information visitors see when they open your website. This may include, 1. Home, About Us, Our Project/ Services Contact Us etc

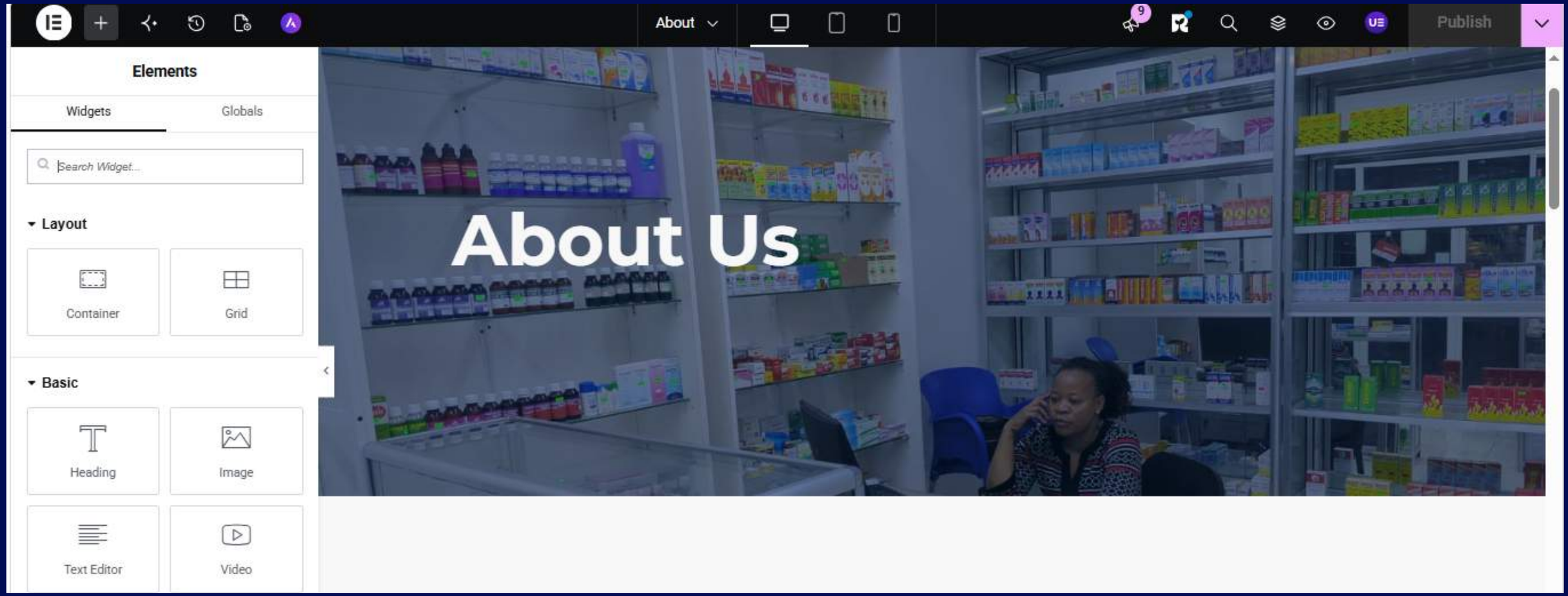


INTRODUCTION TO ELEMENTOR

Elementor is a WordPress Page Builder that allows users to design website pages using a simple Drag-and-Drop system. You do not need advanced coding skills to use Elementor.

How to Open Elementor

1. Go to Pages in your WordPress Dashboard.
2. Select the page you want to edit.
3. Click Edit with Elementor.



Conclusion!

Creating a professional website does not necessarily require advanced programming skills.
With tools such as WordPress and Elementor, individuals, entrepreneurs, and organizations can create and manage their own websites.
The key to becoming a good website designer is continuous learning, practical experience, creativity, and consistency.

Thank You!



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