



Website Building Day

Wednesday, 17th October 2018 from 10.00am – 4.00pm

Benson Parish Hall, Benson. Oxon. OX10 6LZ

The Purpose of the day is to help non-technical people gain an understanding of how to build their own website (not necessarily for U3A purposes) using the Content Management System (CMS) known as Wordpress. The day will follow a logical process of showing how Wordpress is designed to help those without knowledge of code to build a website that is dynamic and looks amazing.

Note: Covering the programming languages used when building a website is only for information and does not need to be used in practice. However, it is useful to have a broad understanding of it.

Provisional programme:

- 10.00 REGISTRATION - Tea and Coffee available on arrival
- 10.30 Welcome and Outline of the day
- 10.40 Overview Content Management Systems (CMS) The Wordpress CMS
www.wordpress.org v www.wordpress.com
- 11.00 • Explanation of The Wordpress Dashboard
Media, Pages, Posts, Plugins, Menus, Widgets
- 11.30 BREAK
- 11.40 • Wordpress in Action – **Live demonstration***
- 12.30 LUNCH
- 1.15 • Wordpress in Action ...continued
- 2.00 • Page Builders • What they are, how they work (& costs)
- 2.50 • Simple Explanation of Code used in websites
- 3.00 Domain Name & Hosting Explained
 - Website Hosting (To publish worldwide)
 - How to buy domain names & website hosting
- 3.30 Question and Answer session
- 4.00 CLOSE

* Live Demonstration:

The presenters, Tony Darbyshire and Chris Moss, will be demonstrating how to build a website with Wordpress from scratch. This will be done locally without the need for any internet connection. It is done using specialist 'free' software that anyone can download. It will be explained so that attendees can build a website without the need for either domain name or hosting purchase by mimicking the internet on their own computer. This method is available to both Windows and Mac operating systems.

The cost of the day is £10 per person which includes coffee on arrival and a buffet lunch. See *Application form for special dietary requirements*. It is open to all members of U3As in the Thames Valley Network (other U3A members are welcome at an extra cost of £2 per person). Application forms are available at www.u3atvnetwork.org.uk