

# **WP EZ Launcher User's Manual**

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**WP EZ Launcher** is a very useful plugin that helps the user in the initial phase of the WordPress installation process. It helps simplify a lot of common tasks when setting up a WordPress-based websites. Here is a list of some of the tasks that can be accomplished by the plugin:

1. Install and activate a theme
2. Install and activate a plugin
3. Add initial posts
4. Add Post Categories
5. Add initial pages
6. Delete unwanted content
7. Setup Permalink Structure

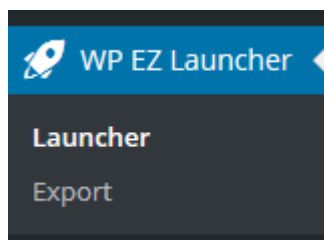
and many more.

Note: The WP EZ Launcher Plugin comes in Full and Lite Editions. The following features are present in the Full Edition, but are not implemented in the Edit Edition:

1. Export
2. Add Categories
3. Add Posts

To use the plugin, please follow the steps outlined below.

1. Access the **WP EZ Launcher** menu located at the sidebar of the WordPress Admin Dashboard as shown below. Then click on the **Launcher** menu item.



The Launcher Panel then shows up where you can set various options and settings that will help you set the stage for the initial setup that you want to see in your website.

These options are divided into seven stages, as follows.

## I. Step 1 - Delete Unwated Content

At this stage, you have the option to delete a variety of default contents that were automatically created by the WordPres System the first time you install it.

Some of these options include:

1. **Delete "Hello World!" post** – Removes the all too familiar default WordPress post entitled "Hello World!".
2. **Delete "Hello World!" comment** – Removes the default comment associate with the post in #1.
3. **Delete "Sample Page" page** -- Removes the default WordPress page with the title "Sample Page".
4. **Delete all posts** – Deletes all existing posts.
5. **Delete all pages** – Deletes all existing pages.
6. **Delete all comments** – Deletes all existing comments.
7. **Delete all categories and tags** – Deletes all categories and tags.
8. **Delete all media** -- Deletes all media library data such as pictures, video, etc.
9. **Delete Unwated Sidebar Widgets** -- Deletes all sidebar widgets.
10. **Delete Recent Posts widget** -- Deletes the recent posts widget.
11. **Delete Recent Comments widget** -- Deletes the recent comments widget.
12. **Delete Archive widget** -- Deletes the archive widget.
13. **Delete Categories widget** -- Deletes all category list widget.
14. **Delete Search widget** -- Deletes the search form widget.
15. **Delete Meta widget** -- Deletes all meta widget.
16. **Delete all sidebar widgets** -- Deletes all sidebar widgets.

## II. Step 2 - Install Theme

This stage allows you to set the active theme of the website either by uploading one or selecting from the ones that are already installed in the system.

1. **Upload the theme files** – There are two methods of uploading a new theme, namely: (a) to upload the theme files directly, or (b) by entering the URL of the WordPress theme.

### Upload Theme File

Select theme file (.zip)

Upload Theme

### Upload Theme From Link

Theme URL

Upload Theme

Each theme files that you upload will then be automatically registered to the themes list at the right.

2. **Choose a theme** -- Through the theme list on the right, you can choose one of the themes that will be used.

**Select Active Theme**

☒ Sydney

☐ blog64

☐ Hairstyle

☐ Twenty Fifteen

☐ Twenty Fourteen

☐ Twenty Sixteen

☐ Twenty Thirteen

### III. Step 3 - Install Plugin

At this stage you can do two things, namely:

1. **Upload plugin** – There are two methods of uploading a WordPress plugin, namely: (a) to upload the plugin file directly, (b) or by entering the URL of the WordPress plugin.

**Upload Plugin File**

Select plugin file (.zip)

Upload Plugin

**Upload Plugin From Link**

Plugin URL

Upload Plugin

Every plugin file uploaded and will be automatically registered to the Plugins list at the right.

2. **Selecting plugins** -- Through the plugins list at the right, you can select some of the plugins you want to activate on your website.

**Select Active Plugin**

☐ Akismet

☐ bbPress

☐ Hello Dolly

☐ WP Engage+

#### IV. Step 4 - Add Pages

At this stage you can add multiple pages to be used on your website. To add a page, simply enter the titles to the Text List at the left of the form. Each title should be place in a single line.

**Add Pages**

**Pages Title**

*A page title of each line*

Add Pages

After you add a page, the new page will be listed on the right. You can then change the title or content of each page by clicking on the pencil icon at the right.

☒ About Us

When you click on the Edit Button (with Pencil Icon), a popup window will display, which then allows you to edit the details of the page.



**Edit Content**

**Title**

**Content**

Visual Text

**B** **I** ABC

p

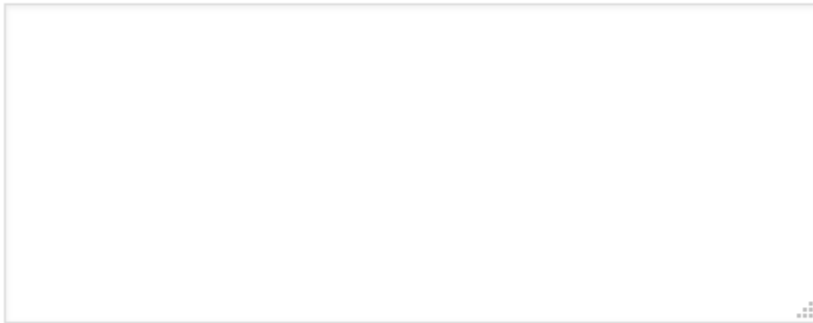
Once you are done updating the content, please click on the Save the Change button to commit the changes to the database.

## V. Step 5 - Add Categories

At this stage you can add multiple categories to be used in your website. To add a category, please use the form on the left. In the provided text input, just fill in the name of the category that you want to add. You can enter multiple categories with each row corresponding to one category name.

## Add Categories

Categories Name

A large, empty text box with a thin border, intended for entering category names. It has a small icon in the bottom right corner.

*A category name of each line*

Add Categories

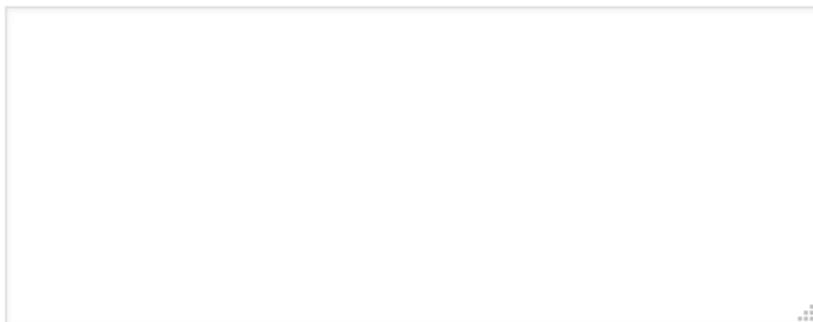
After adding a category, then your new category will be listed on the right. If you don't want to include a particular category, simply uncheck the checkbox input of that category.

## VI. Step 6 - Add Posts

At this stage you can add posts that will be used in your website. Please use the form on the left, to add a post. Each post title corresponds to a single line in the text box.

## Add Posts

Posts Title

A large, empty text box with a thin border, intended for entering post titles. It has a small icon in the bottom right corner.

*A post title of each line*

Add Posts

After adding the post, your new post will be listed on the right. After this you can also change or add a title and post content or specify categories with links to the right.

☒ Test Post



Clicking the edit button will display a popup of form which allows you to edit the content of the post.

The screenshot shows the 'Edit Content' modal in WordPress. At the top, it says 'Edit Content' with a close button. Below is the 'Title' field containing 'Test Post'. The 'Content' section has an 'Add Media' button, 'Visual' and 'Text' tabs, and a rich text editor toolbar with buttons for bold, italic, link, unlink, list, and more. The content area is mostly empty, with a small 'p' at the bottom. Below the content area is the 'Category' dropdown menu, currently set to 'Berubah Jadi Sesuatu'. At the bottom left is a blue 'Save Change' button.

Once you are done with the changes, simply click on the Save the Change button to save the changes.

You simply close the popup window if you decide not to save the data.

## VII. Step 7 - General Settings

At this stage you can set some basic options provided by WordPress, among them are the following:

### BLOG INFO

1. **Blog Title** -- Option to set the title of the blog.

### Blog Title

2. **Blog Description** -- The option to change the description of the blog.

### Blog Description

## PERMALINK

1. **Active Permalink** -- The option to set whether to activate the permalink.

☒ Active Permalink

2. **Permalink Structure** -- The option to change the permalink structure.

### Permalink Structure

/%postname%/

## NOTIFICATION

1. **Turn off "email me when a anyone posts a comment"** -- You can check this option if you want to turn off email notifications when someone submits its comments to the post / page you.

☒ Turn off "email me when a anyone posts a comment"

2. **Turn off "email me when a comment is held in moderation"** -- You can check this option if you want to turn off email notifications when someone submit it comments to the post / page to you.

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☒ Turn off "email me when a comment is held in moderation"

## FRONT PAGE DISPLAY

This section is to set various content options at the front page of the website. You can specify whether the page will display the most recent post or display the content of a page.

If you set the Static Page option, you can then select a page that will be served to the front page.

### Front Page Displays

☒ Your latest posts

☐ A static page

Static Page Name

## POSTS LIST

This section contains options to set the list of posts, including:

1. **Number of posts to show** -- This option sets the number of posts to be displayed.

Number of posts to show

2. **For each post in a feed, show.** -- This option sets the type of content that will be displayed in the post feed.