

Client Install guide

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Abstract

This document outlines the steps required to do a Multi-site WordPress site.

1 TODO before day of merging

1.1 Back-up

- Ensure the charity has backed up their website the night and the morning before to our visit.

1.2 Multi-site preparation

- Think about what the title of the network will be and what the admin email address will be.

2 On merging day

- Define WP Multi-site in wp-config.php
- Enter network name and admin email.
- Enable network in wp-config.php and .htaccess
- Enable sub-domains by adding a wild card sub-domain (not tested)
- Add a new site to a multi-wp site
- May need to adjust permissions; e.g., wp-content directory must be owned by the server
- Install theme and plugins
 - Theme QuickChick download (<https://wordpress.org/themes/quickchic/>)
 - Download, install, and activate the following list of plugins
 - * Advanced Page Manager
 - * Enhanced Media Library
 - * Mammoth .docx converter
 - * PDF embedder
 - * Relevanssi
 - * Shortcode Variables
 - * Shortcodes Ultimate
 - * TablePress
 - * Tabs Responsive
 - * Theme editor
 - * UpdraftPlus - Backup/Restore
 - * Wordfence Security
 - * Wordpress File Upload
 - * WP-TopBar
 - * Wordpress Importer

- Run the import with the XML file
- If pages are hidden go to Pages -> Settings -> Lost pages and restore them
- Go to Shortcodes Ultimate -> Settings add a prefix of 'su_'
- Replace theme folder with our theme folder
- Manually add in shortcode variables
- Go to Appearance -> Customize -> widgets - delete all existing except 'Search' and click 'Add a widget', choose 'Navigation Menu', call it Modules and go to Select Menu -> 'menu'.
- Set up Announcements manually
- Export Table Press from current site and import to new site