

Joomla!

the basics

Joomla 3

by Richard Pearce

The Basics

Joomla 3

Richard Pearce

Workbook version: 1.0

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Section 1

Overview

- 1 - Introduction
- 2 - Why Joomla?
- 3 - Requirements

Chapter 1

Introduction

How the course works

There are three sections:

1. Overview
2. Installation
3. Concepts

Beginners with no existing Joomla website should do the entire course.

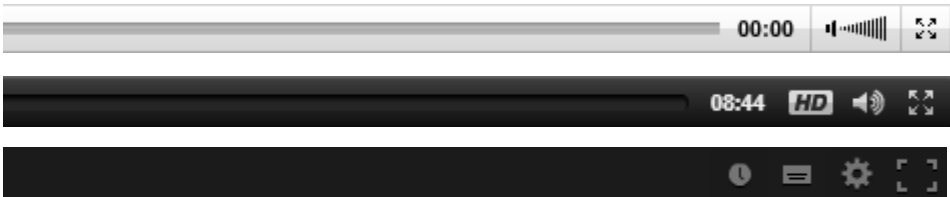
Beginners who have had a Joomla website built for them and just need to learn how to use it can start at section 3, although section 1 provides a helpful overview.

Existing web developers can start at section 2, although section 1 provides a helpful overview.

Watching at full screen

The videos are in high definition and are best watched at full screen. To enable full screen mode, click the corresponding icon which is usually found at the bottom right of the video player.

Examples



To exit full screen mode, PRESS the ESC key at the top left of your keyboard.

What is Joomla?

- A website content management system
- Managed via a web browser
- Free
- Extendable
- Separated into the frontend and the Administrator (backend)

4 things to build a Joomla website

1. A basic understanding of how websites work
2. An understanding of how Joomla works
3. The Joomla software
4. An account with a web host

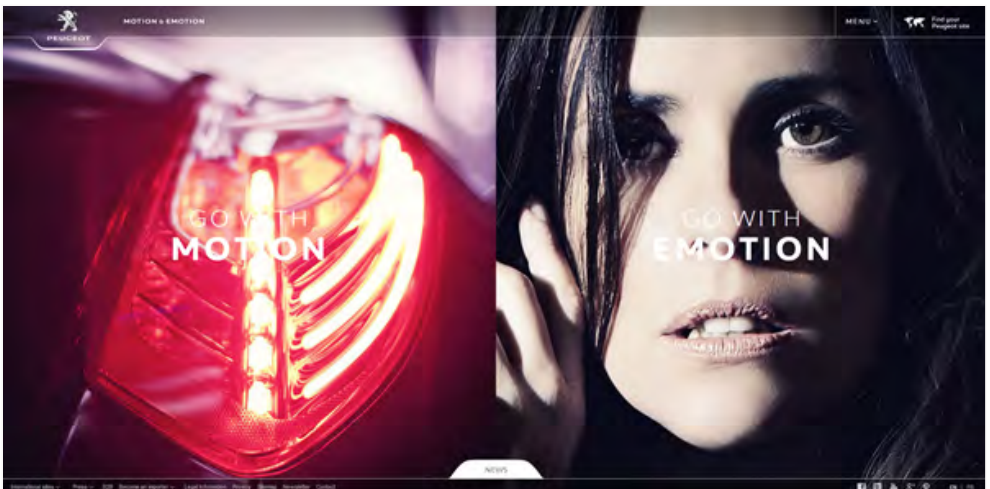
What can you do with Joomla?

- Build simple websites (text and images)
- Build specialist websites (e-commerce, membership, forums, blogs etc.)
- Build custom applications

Design Options

Joomla sites are powered by files that collectively are known as a template. There are free templates available as well as commercial templates. You can also engage a web designer to create a custom design that can be turned into a Joomla template.

Examples of Joomla-powered websites





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The building is closed on public holidays.
Admission to the High Court building is free of charge.

2013 Sitings Calendar ([PDF - 281K](#)) ([HTML](#))

Upcoming Events

Mohona - Sunday, 10 February 2013 at 2:30pm
Mohona will present a free performance in the public hall of the High Court titled 'An Estuary of Music'.
Mohona consists of Robin Guda, a virtuoso Indian classical singer from Bangladesh, percussionist Andrew Purdam and Australia's foremost bansuri (bamboo flute) player, Nitya Parker. Mohona's music truly celebrates the wonders of nature and the

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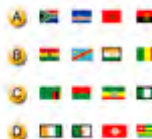


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Monday, February 11, 7:30 pm
Composer, lyricist, and director Jason Robert Brown discusses and performs excerpts from his contemporary musical *The Last Five Years* prior to its March opening at Second Stage Theatre.

Mind's Eye—Zarina: Paper Like Skin
Wednesday, February 13, 2 pm
We invite visitors who are partially sighted or blind to join us for a tour and workshop of *Zarina: Paper Like Skin* led by artist, professor, and Guggenheim Educator Filip Noterdaeme.

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- New Year's Hours: Monday Dec. 31st 9am - 10pm; Tuesday Jan. 1st 9am - 5pm
- Two Brothers Brewing 6 packs on sale for \$7.27. Includes: Pirate Fish, Duffer End, Domaine DuFoye, Elbe's Weiss and their cousin Duffer IPA in cans.
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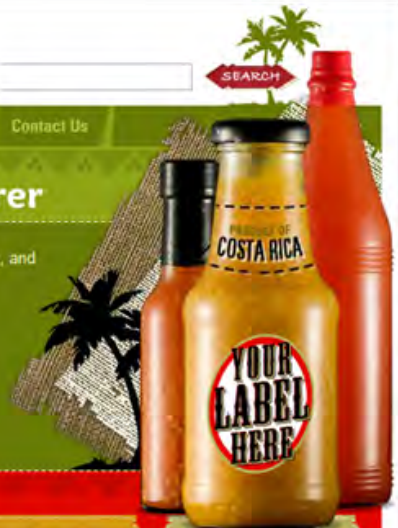
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Benefits of using a content management system

- The website is easy to update
- The website can be updated from anywhere in the world
- More than one person can update the site
- Design changes are easy
- No need to pay someone to keep site updated
- You control when the site is updated

Joomla Versions

Joomla version numbers can be confusing, but it is important to understand this as it affects your decision of which version to use.

Major releases

- A new major version is released every two years.
- Joomla 3 was released in September 2012 and therefore the next major release is scheduled for September 2014.
- The first version number is the release number followed by .0 e.g. Joomla 3.0.

Minor releases

- Minor versions are released every six months until the next major release
- The plan is to release three minor versions in between major releases e.g. 3.1, 3.2 and 3.5.
- The .5 version is supported for two years (long term support)

Security/patch releases

- Additional versions are released if security flaws are discovered
- These releases get a third number in their version e.g. Joomla 3.0.1, 3.0.2, 3.0.3 etc.

Recommendations

- If you don't need any features that the new version offers, consider sticking with the most stable version in the previous release e.g. Joomla 2.5
- Before choosing a version, check to see that any required extensions are compatible
- Try to avoid the first version in a new release and wait six months for the next minor version e.g. Joomla 3.1

Chapter 2

Why Joomla?

Joomla Benefits

- Free
- Open source
- Cross platform
- Support
- Long history
- 1000s of extensions
- Secure
- Popular
- Developer-friendly

Alternative Content Management Systems

Main contenders: WordPress and Drupal

WordPress

- Originally developed as a blogging platform
- Now considered a “real” content management system

Pros

- Easier to learn than Joomla
- Arguably easier to use than Joomla
- Initially more search engine friendly than Joomla

Cons

- Less page types than Joomla
- Plugins required to change sort order of articles, and hide features like the author name and published date
- Plugin required to assign content such as sidebar menus or footer text to

specific pages

Although I prefer Joomla, WordPress is a great platform. WordPress tutorials are included in my Beyond the Basics training bundle.

Drupal

- Steeper learning curve
- More developer focussed
- Arguably better community

Website Builders

- Possibly suitable for basic sites that don't need to change much
- Locked in to proprietary platform
- Inflexible

The screenshot shows the WordPress 'Edit Page' interface. On the left is a sidebar menu with options like Dashboard, Posts, Media, Pages, Comments, Appearance, Plugins, Users, Tools, and Settings. The main content area is titled 'Edit Page' and shows a 'Sample Page' with a text editor. The text in the editor reads: 'This is an example page. It's different from a blog post because it will stay in one place and will show up in your site navigation (in most themes). Most people start with an About page that introduces them to potential site visitors. It might say something like this: *Hi there! I'm a bike messenger by day, aspiring actor by night, and this is my blog. I live in Los Angeles, have a great dog named Jack, and I like piña coladas. (And gettin' caught in the rain.)*'. The right sidebar contains a 'Publish' section with 'Status: Published' and an 'Update' button, and a 'Page Attributes' section with 'Order: 0'. At the bottom, it shows 'Path: p', 'Word count: 153', and 'Last edited on September 29, 2013 at 10:51 pm'.

Chapter 3

Requirements

Web Hosting Requirements

- The majority of Joomla websites are hosted on Linux-powered servers
- The following specifications are the minimum requirements

Linux Hosting Requirements

- Apache version 2
- PHP version 5.3.1
- MySQL version 5.1

Windows Hosting Requirements

- IIS version 7
- PHP version 5.3.1
- MySQL version 5.1 or MSSQL 10.50.1600.1

Domain Name

- Your website needs a domain name. Its best to ask if your web host can obtain this for you as this provides a single contact for both your domain and website.

FTP Software

- FTP software provides a connection between your local computer and your website hosting account.
- The installation methods I demonstrate do not require you to use FTP software. However this is reliant on your web host providing a control panel that includes a File Manager. This is very common.
- In the event that you do not have the ability to upload the Joomla file to your hosting account and extract its contents, you will need FTP software. Filezilla is available for PC, Mac and Linux at <https://filezilla-project.org>

Section 2

Installation

4 - Joomla Demo Site

5 - Quick Install

6 - Standard Install

Chapter 4

Joomla Demo Site

demo.joomla.org

- Simple, no risk way to get started with Joomla
- Operated by CloudAccess.net - a Joomla specialist hosting company in the US
- At the end of the 30 day trial period you can:
 - roll over to a paid account or
 - move the site you have created or
 - walk away
- If you choose to turn your trial into a paid account, a portion of the fee is paid to Open Source Matters - the body that oversees the Joomla Project. So you get specialist Joomla hosting AND indirectly help Joomla.

Getting Started

1. Enter your details at demo.joomla.org
2. In the **Site Name** box, ENTER a word that will become part of the web address
3. Check your email and click the link to confirm the activation of your account
4. Access the demo site you created by navigating to the sub-domain you requested. Further details are contained in the welcome email sent to you by the demo site.

Note: it isn't important which word you choose for Site Name. If you choose to continue with the site, you can ask CloudAccess.net to change this to a "real" domain name.



Joomla! is a free, open source content management system.

The demo is provided and hosted by CloudAccess.net with consent from the Joomla! Project and Open Source Matters.

Sign up for A free 30 day Joomla! Demo

Fill out the form below and your free Joomla! demo will be ready instantly. You'll have access to every core Joomla! feature, and you can begin developing your site using 3rd party extensions or templates.

URI:

Enter your phone number for a free Joomla! consultation with a Getting Started Specialist.



Joomla! 3.2 (Recommended)

Joomla! 2.5

By Launching a Joomla! demo site, you are agreeing to the [Terms of Service](#).

Launch Joomla! Demo

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Preview Joomla! Before you Launch

Get a sneak peek of what Joomla! has to offer. Simply log into either the front-end or back-end of our Joomla! test site and see what all the fuss is about!

IMPORTANT: These demo previews reset every 10 minutes. To launch a free 30 day trial of Joomla!, fill out the form on the left side of this page.

Recommended for Most New Sites

3.2

2.5



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You can start your Joomla! mission by watching a training webinar designed to help you get started quickly and easily. There are webinars for all levels of Joomla! users.

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Free



Need support with your Joomla! demo site?

CloudAccess.net guarantees that you can build a site just like you see in our daily webinars. Submit a support ticket and call the CloudAccess.net support team for help while building your Joomla! website.



What happens after 30 days?

You can let the demo expire and it will auto-terminate. If you want to keep the content, upgrade to a paid plan with more hosting features and phone support, or you can create and download a backup file along with the database to upload on another hosting services. You can always launch a new demo trial website.

Chapter 5

Quick Install

This method is useful if your web host provides an auto-installer solution. This greatly simplifies the installation process. If this option is not available, you need to install Joomla manually as explained in the next chapter. The video for this lesson and the screenshots below were created using the cPanel control panel and the auto-installer called Softaculous.

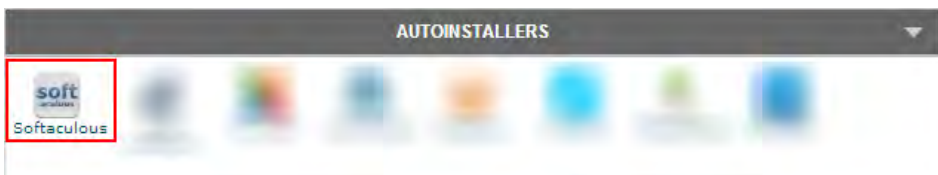
Installing Joomla using an auto-installer

1. Login to your control panel using the details provided by your web host



The image shows the cPanel login interface. At the top, the 'cPanel' logo is displayed in orange. Below the logo, there are two input fields: 'Username' and 'Password'. The 'Username' field contains the placeholder text 'Enter your username.' and the 'Password' field contains the placeholder text 'Enter your account password.'. Below the password field is an orange 'Log in' button.

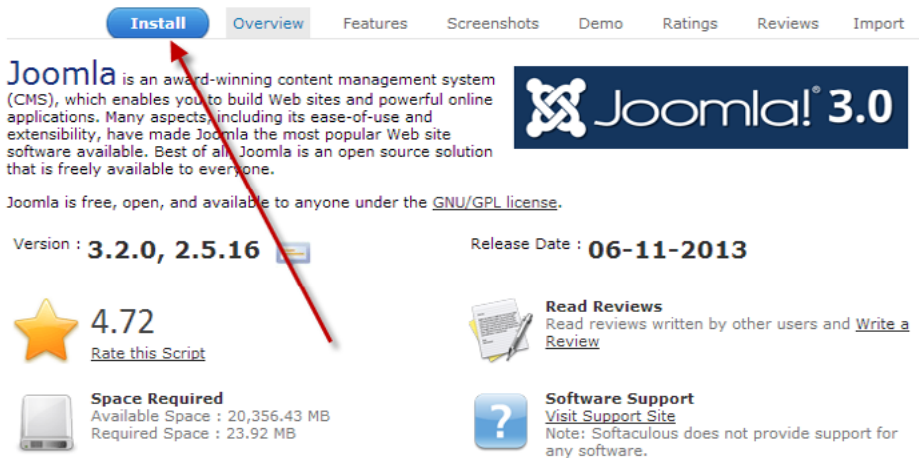
2. CLICK the auto-installer



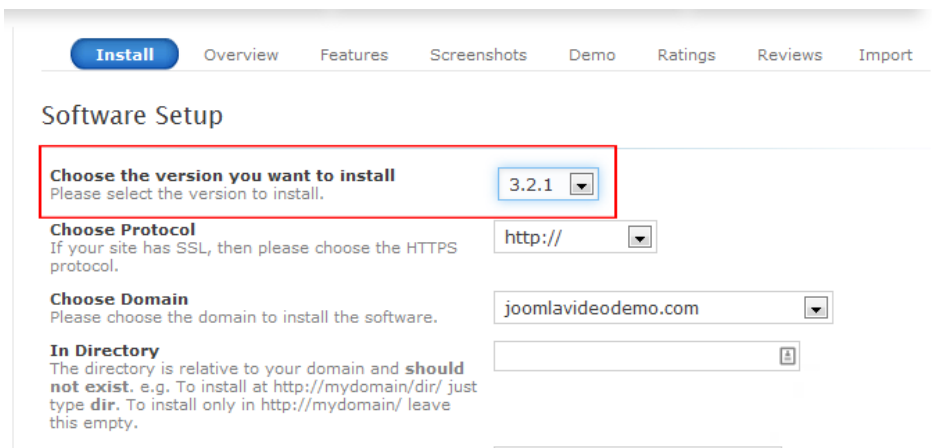
3. CLICK Joomla



4. CLICK Install



5. SELECT the version of Joomla to be installed (Joomla 3)



6. CHOOSE the correct protocol

Install Overview Features Screenshots Demo Ratings Reviews Import

Software Setup

Choose the version you want to install
Please select the version to install. 3.2.1

Choose Protocol
If your site has SSL, then please choose the HTTPS protocol. http://www.

Choose Domain
Please choose the domain to install the software. joomlavideodemo.com

In Directory
The directory is relative to your domain and **should not exist**. e.g. To install at http://mydomain/dir/ just type **dir**. To install only in http://mydomain/ leave this empty.

Database Name
Type the name of the database to be created for the installation. joom358

7. SELECT the appropriate domain name

Install Overview Features Screenshots Demo Ratings Reviews Import

Software Setup

Choose the version you want to install
Please select the version to install. 3.2.1

Choose Protocol
If your site has SSL, then please choose the HTTPS protocol. http://www.

Choose Domain
Please choose the domain to install the software. joomlavideodemo.com

In Directory
The directory is relative to your domain and **should not exist**. e.g. To install at http://mydomain/dir/ just type **dir**. To install only in http://mydomain/ leave this empty.

Database Name
Type the name of the database to be created for the installation. joom358

8. ENTER the correct In Directory location (optional - only use if you are installing Joomla in a directory other than root)

The screenshot shows the Joomla! Software Setup page. At the top, there is a navigation bar with buttons for 'Install', 'Overview', 'Features', 'Screenshots', 'Demo', 'Ratings', 'Reviews', and 'Import'. The main heading is 'Software Setup'. Below this, there are several configuration options:

- Choose the version you want to install:** A dropdown menu set to '3.2.1'.
- Choose Protocol:** A dropdown menu set to 'http://www.'.
- Choose Domain:** A dropdown menu set to 'joomlavedemo.com'.
- In Directory:** An empty text input field. This field and its description are highlighted with a red box. The description reads: "The directory is relative to your domain and **should not exist**. e.g. To install at http://mydomain/dir/ just type **dir**. To install only in http://mydomain/ leave this empty."
- Database Name:** A text input field set to 'joom358'.

9. LEAVE the default database name as is unless you have a specific reason to change it and you know what you are doing

This screenshot shows the Joomla! Software Setup page with the 'Database Name' field highlighted. The layout is similar to the previous screenshot, but with the following differences:

- Choose Protocol:** The dropdown menu is now set to 'http://'.
- Database Name:** The text input field is now set to 'joom216'. This field and its label are highlighted with a red box.

Below the 'Software Setup' section, the 'Site Settings' section is partially visible.

10. ENTER a name for your site and a description. These can be changed at a later date

Please select the version to install.

Choose Protocol
If your site has SSL, then please choose the HTTPS protocol.

Choose Domain
Please choose the domain to install the software.

In Directory
The directory is relative to your domain and **should not exist**. e.g. To install at http://mydomain/dir/ just type dir. To install only in http://mydomain/ leave this empty.

Database Name
Type the name of the database to be created for the installation

Site Settings

Site Name My Joomla

Site Description My Joomla CMS

Database Settings

11. LEAVE database settings at the default as well unless you have a specific reason to change them and know what you are doing

dir. To install only in http://mydomain/ leave this empty.

Database Name
Type the name of the database to be created for the installation

Site Settings

Site Name My Joomla

Site Description My Joomla CMS

Database Settings


Table Prefix p3m_


Import Sample Data Default English (GB)

(In order to have the SiteGround sample data preinstalled leave the sample data check box selected.)

12. CHANGE the default Admin Username from admin to something more secure
13. DECIDE whether or not to use the auto generated password. If you decide to change it, you can either click the key icon to randomly generate a new password, or you can enter your own in the text box.
14. ENTER your name in the Real Name box as well as an email address that Joomla will use to send email notifications
15. RECORD your Admin Username and Admin Password if necessary as you will need these to access the Joomla Administrator. COMPLETE the installation by clicking the Install button.

Admin Account

Admin Username	Step 12	<input type="text" value="sylvi"/>
Admin Password	Step 13	<input type="password" value="#@\$&%DA@T#"/> 
Real Name	Step 14	<input type="text" value="Administrator"/>
Admin Email		<input type="text" value="admin@joomlavediodemo.com"/>

 Advanced Options

Step 15

Chapter 6

Standard Install

This chapter is only necessary if you have not yet installed Joomla and your web host does not offer a quick install solution or you have chosen to install Joomla manually. There are four basic steps to installing Joomla at a web host using a control panel, and we will go through these steps for the most widely available control panel, cPanel.

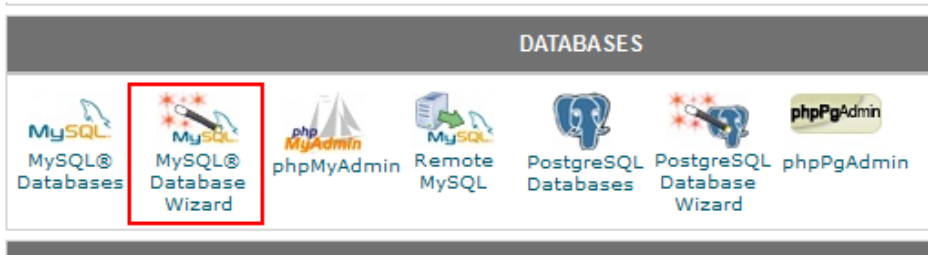
Installing Joomla using cPanel

Get the Joomla file.

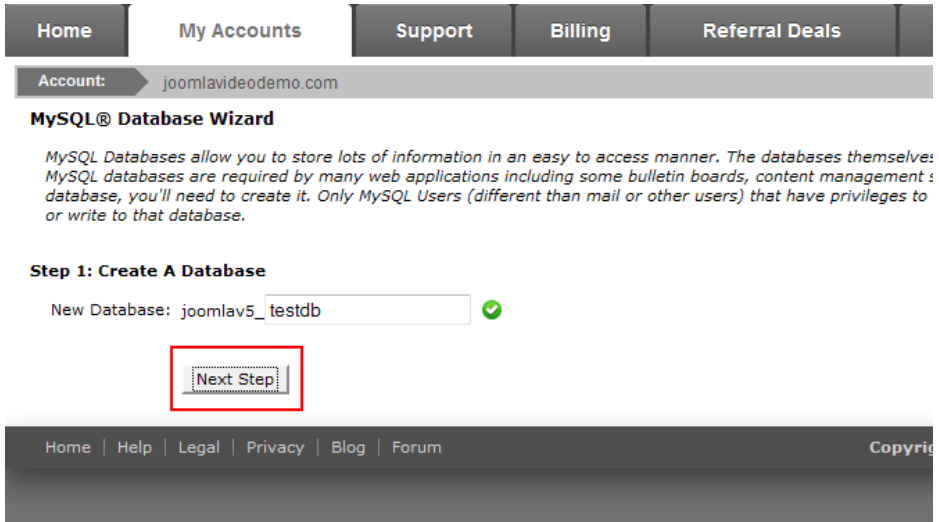


Create a Database

1. Login to your control panel using the details provided by your web host
2. Click MySQL Database Wizard



3. ENTER a name for the database and CLICK Next Step



- ENTER a username for the database and note that the maximum number of characters is 7
- ENTER a password for the database user twice - make sure to remember it as you will need it in the following installation process
- CLICK the Create User button

Account: joomlavideodemo.com

MySQL® Database Wizard

Added the database **joomlav5_testdb**.

Step 2: Create Database Users:

Username: joomlav5_user ✓ **Step 4**

Note: seven characters max

Password: ✓ **Step 5**

Password (Again): ✓

Strength (why?): **Very Strong (100/100)**

Step 6

|

- CLICK the Next Step button on the following page - leave all boxes checked

Account: joomlavideodemo.com

MySQL® Database Wizard

Added user "joomlav5_user" with password "really5tr0ng!!".

Step 3: Add User to the Database

User: joomlav5_user
Database: joomlav5_testdb

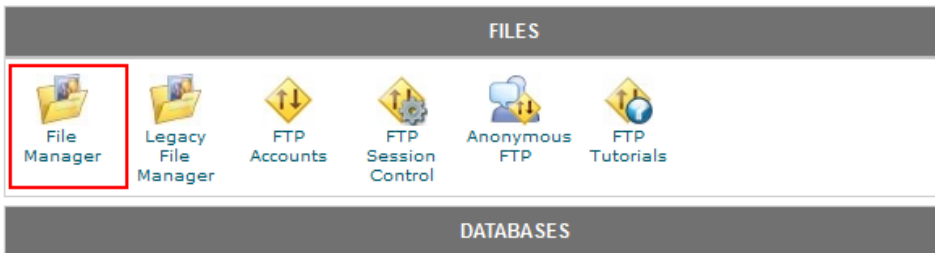
<input checked="" type="checkbox"/> ALL PRIVILEGES	
<input checked="" type="checkbox"/> ALTER	<input checked="" type="checkbox"/> CREATE
<input checked="" type="checkbox"/> CREATE ROUTINE	<input checked="" type="checkbox"/> CREATE TEMPORARY TABLES
<input checked="" type="checkbox"/> CREATE VIEW	<input checked="" type="checkbox"/> DELETE
<input checked="" type="checkbox"/> DROP	<input checked="" type="checkbox"/> EXECUTE
<input checked="" type="checkbox"/> INDEX	<input checked="" type="checkbox"/> INSERT
<input checked="" type="checkbox"/> LOCK TABLES	<input checked="" type="checkbox"/> REFERENCES
<input checked="" type="checkbox"/> SELECT	<input checked="" type="checkbox"/> SHOW VIEW
<input checked="" type="checkbox"/> TRIGGER	<input checked="" type="checkbox"/> UPDATE

8. MAKE a note of the following information
 - a. The Database Name - note that cPanel adds a prefix to the word you entered. The cPanel prefix is the name of your account with an underscore. So, in this example the name of the database is joomlav5_testdb.
 - b. The Database User - The same prefix is added to the user, for example joomlav5_user.
 - c. The Database Password that you entered previously.
 - d. The MySQL username, which will be localhost.

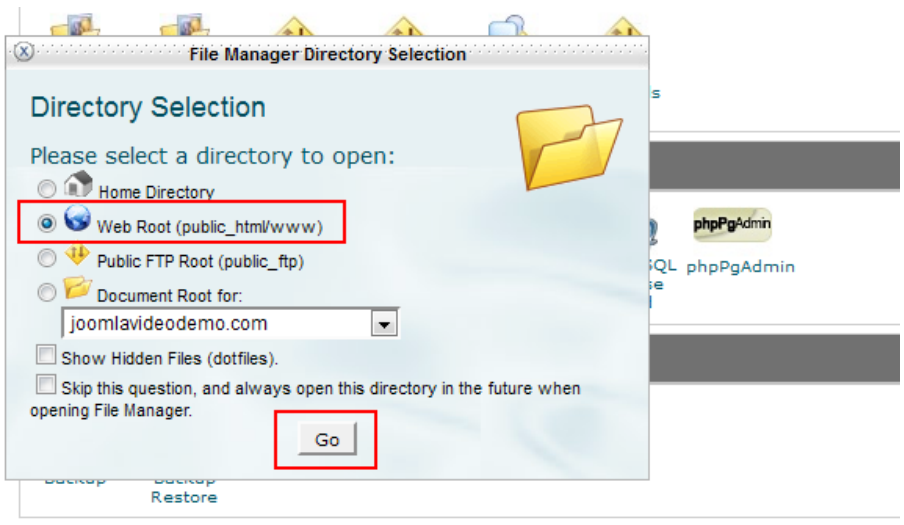
Upload and Extract Joomla File

You will now copy the Joomla file that you downloaded in step 1 into your hosting account. This can be done with FTP software, or you can use cPanel as shown here.

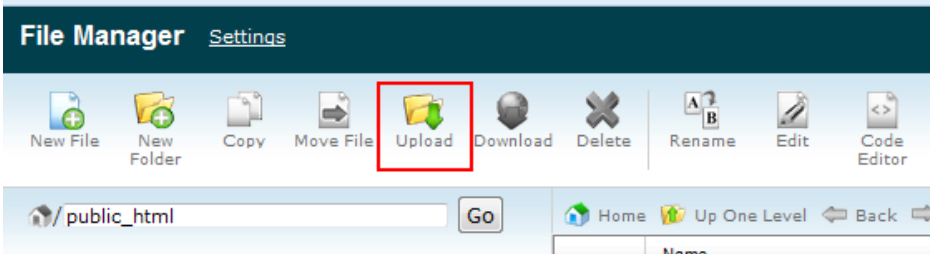
1. Log in to your control panel with the details provided by your web host
2. CLICK the File Manager icon



3. SELECT the default option - web root - and CLICK Go



- CLICK the Upload button



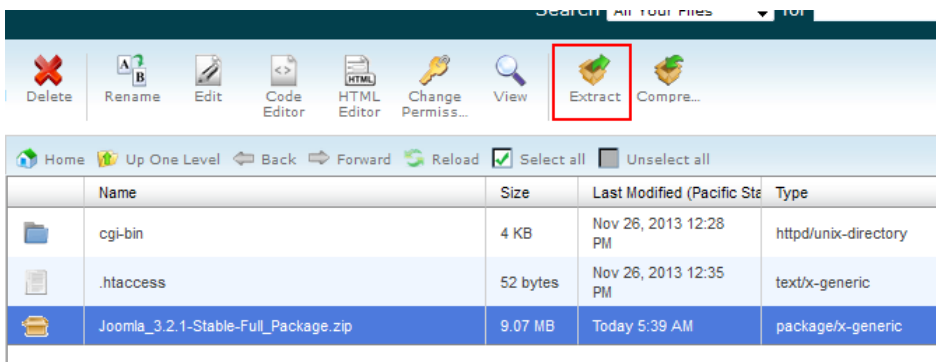
- CLICK the Browse button in the new window that opens and then navigate to the Joomla file you saved to your computer earlier



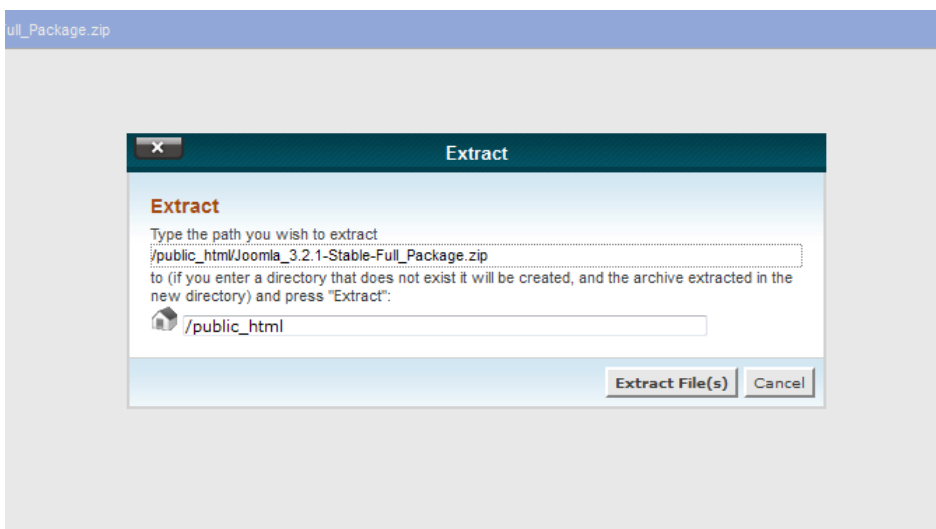
- CLICK the Back link to return to the file listing

[Back to /home/joomlav5/public_html](#)

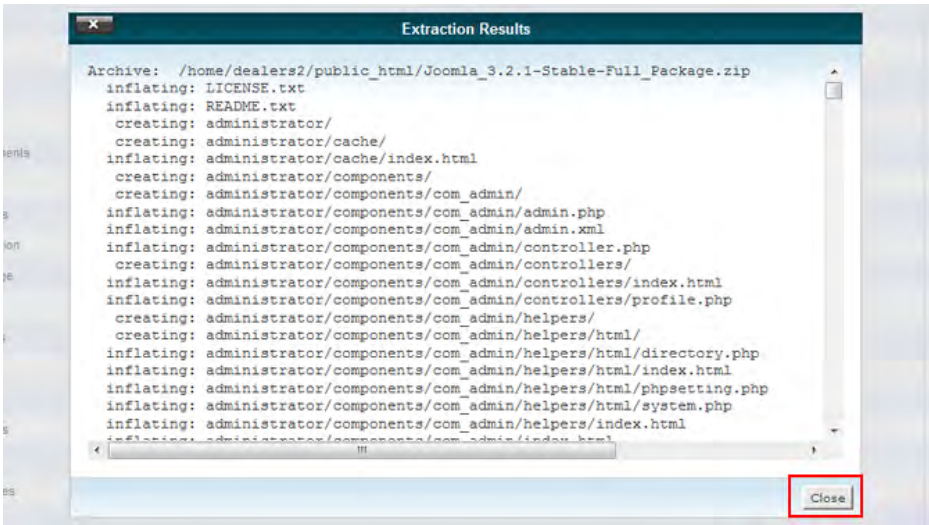
- CLICK the Joomla file name in the file listing so that it becomes highlighted
- CLICK the Extract icon at the top of the page



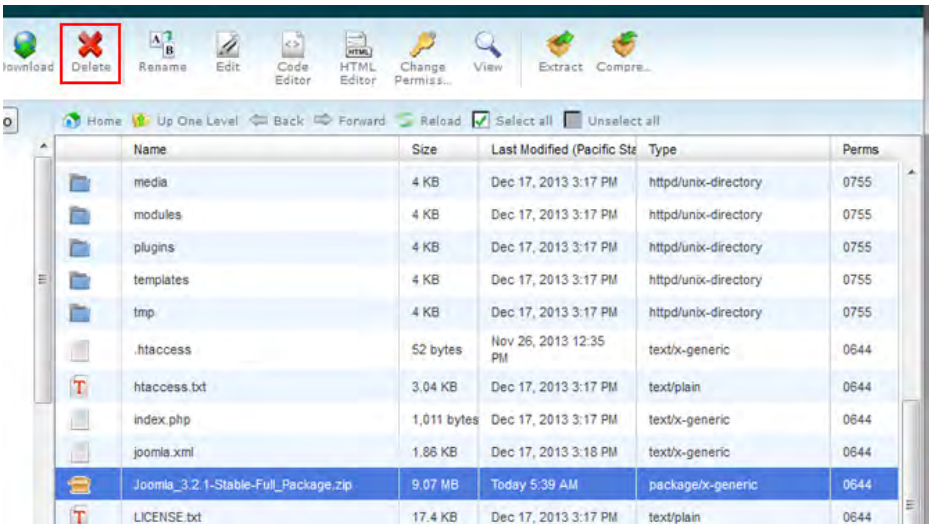
- CLICK the Extract button on the pop up window



10. CLICK the Close button once the extraction process has completed



11. DELETE the original Joomla zip file to save space on your server



Joomla Web Installer

The next step to completing your Joomla installation is working through the Joomla Web Installer. This is the same process no matter which control panel you are using.

1. NAVIGATE to your web address. If you have placed your Joomla installation into a sub folder, NAVIGATE to your web address followed by a slash and then the name of the folder that you created. You should now see the Joomla web installer.



2. ENTER a name for your site. Leave the description blank if you intend on creating a unique meta description for each page, which is the recommended method for good SEO.

Select Language

Main Configuration

Site Name *

Admin

Enter the name of your Joomla! site.

Description

Admin User

Enter a description of the overall Web site that is to be used by search engines. Generally, a maximum of 20 words is optimal.

Admin Pass

3. ENTER an email address that will be used for the site.
4. ENTER a username that will be used to access the backend Administrator.
Choose something other than "admin".
5. ENTER a strong password twice.
6. CLICK Next

[→ Next](#) **Step 6**

Admin Email *

info@joomlavediodemo.com

Step 3

Enter an email address. This will be the email address of the Web site Super Administrator.

Admin Username *

my.name

Step 4

Set the username for your Super Administrator account.

Admin Password *

●●●●●●●●

Step 5

Set the password for your Super Administrator account and confirm it in the field below.

Confirm Admin Password *

●●●●●●●●



- LEAVE Database Type set to MySQLi unless you know it needs a different setting. If you have issues with the installation completing, you can try setting this to MySQL.
- LEAVE Host Name set to localhost unless you know this needs a different setting
- ENTER the Username for your database, including the required prefix if necessary, that you set earlier in the installation process
- ENTER the Password for your database
- ENTER the Database Name, again remembering to include any necessary prefix

1 Configuration

2 Database

3 Overview

Database Configuration

Database Type * **Step 7**

This is probably "MySQLi"

Host Name * **Step 8**

This is usually "localhost"

Username * **Step 9**

Either something as "root" or a username given by th

Password **Step 10**

For site security using a password for the database a

Database Name * **Step 11**

- LEAVE the Table Prefix information as it is
- LEAVE the Old Database Process as it is unless you know what you're doing and need this set differently

Table Prefix *

mc39h_

Step 12

Choose a table prefix or use the **randomly generated**. Ideally, 1 alphanumeric characters, and **MUST** end in an underscore. **Ma** other tables.

Old Database Process *

Backup

Remove

Step 13

Any existing backup tables from former Joomla! installations will

- CLICK the Next button at the top right

ration

Step 14

← Previous

Next →

SQLi

is probably "MySQL"

alhost

is usually "localhost"

mlav5_user

er something as "root" or a username given by the host

15. SELECT “Learn Joomla” sample data
16. LEAVE Email Configuration set to No unless you want the configuration information sent to you by email. Be aware of the potential security issues of sending this information over email.



The screenshot shows the Joomla! installation configuration interface. At the top, the Joomla! logo is displayed, followed by the text "Joomla!® is free software released under the GNU General Public License". Below this, there are three tabs: "1 Configuration", "2 Database", and "3 Overview". The "Configuration" tab is active, and the "Finalisation" section is visible. In the "Install Sample Data" section, the "Learn Joomla English (GB) Sample Data" option is selected, and a red "Step 15" label is placed to its right. Below this, there is a note: "Installing sample data is strongly recommended for beginners. This will install sample content that is included in the Joomla! installation package". In the "Email Configuration" section, the "No" button is selected, and a red "Step 16" label is placed to its right. Below this, there is a text field containing the email address "info@roomlavideodemo.com" and the text "Send configuration settings to" and "by email after installation".

Finalisation

Install Sample Data

- None (**Required for basic native multilingual site creation**)
- Blog English (GB) Sample Data
- Brochure English (GB) Sample Data
- Default English (GB) Sample Data
- Learn Joomla English (GB) Sample Data **Step 15**
- Test English (GB) Sample Data

Installing sample data is strongly recommended for beginners.
This will install sample content that is included in the Joomla! installation package.

Overview

Email Configuration

Step 16

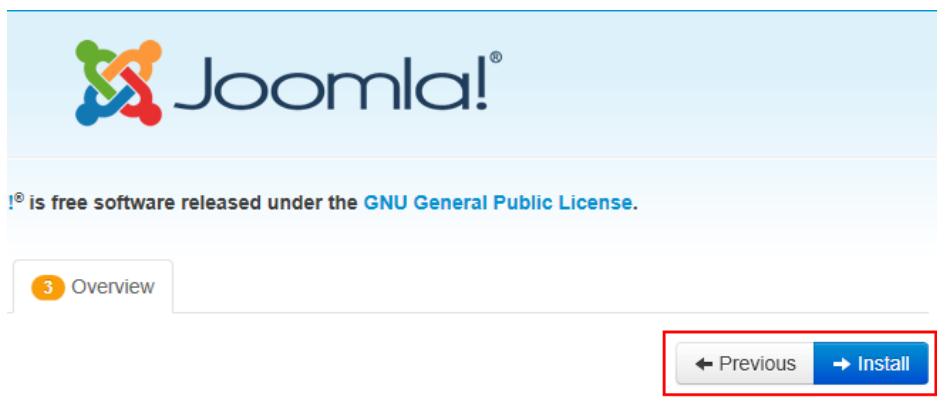
Send configuration settings to by email after installation.

17. CHECK that all settings under Pre-Installation Check are green Yes icons

Pre-Installation Check

PHP Version \geq 5.3.1	Yes
Magic Quotes GPC Off	Yes
Register Globals Off	Yes
Zlib Compression Support	Yes
XML Support	Yes
Database Support: (sqlite, mysql, mysqli, pdo)	Yes
MB Language is Default	Yes
MB String Overload Off	Yes
INI Parser Support	Yes
JSON Support	Yes
configuration.php Writeable	Yes

18. CLICK install



The screenshot shows the Joomla! installation interface. At the top, the Joomla! logo is displayed. Below it, a line of text states: "Joomla! is free software released under the GNU General Public License." At the bottom left, there is a navigation menu with a tab labeled "3 Overview". At the bottom right, there are two buttons: "← Previous" and "→ Install". The "Install" button is highlighted with a red border.

19. CLICK Remove installation folder button to remove the installation files from your hosting account
20. VISIT the frontend or backend Administrator by clicking the respective button



Joomla!® is free software released under the GNU General Public License.

Congratulations! Joomla! is now installed.

PLEASE REMEMBER TO COMPLETELY REMOVE THE INSTALLATION FOLDER.
You will not be able to proceed beyond this point until the installation directory has been removed. This is a security feature of Joomla!

[Remove installation folder](#) **Step 19**

[Site](#) [Administrator](#) **Step 20**

Section 3

Core Concepts

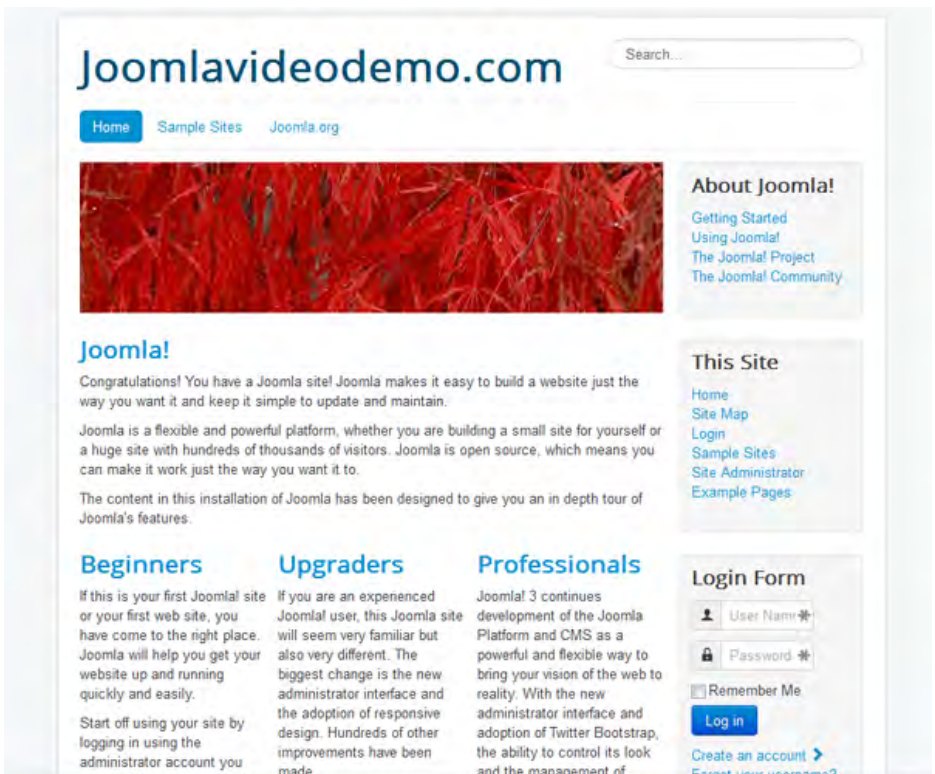
- 7 - Frontend
- 8 - Administrator
- 9 - Categories
- 10 - Articles
- 11 - Menus
- 12 - Modules
- 13 - Images
- 14 - Templates
- 15 - Extensions
- 16 - Conclusion

Chapter 7

Frontend

Frontend vs. Backend

The frontend of a Joomla website is what you see when you load your web address into a browser, such as Firefox, Chrome or Internet Explorer. This view, together with the backend Administrator that will be covered next, is what was created when you went through the Joomla installation process. While the backend Administrator provides an easy method for website administration and development, the frontend is the view that is presented to an end user, or website visitor.



The screenshot shows the Joomla! frontend installation page for 'Joomlavideodemo.com'. The page features a search bar at the top right, a navigation menu with 'Home', 'Sample Sites', and 'Joomla.org', and a large red abstract image. The main content area is divided into three columns: 'Beginners', 'Upgraders', and 'Professionals'. The 'Beginners' column includes a welcome message and instructions on how to get started. The 'Upgraders' column describes the new administrator interface and responsive design. The 'Professionals' column highlights the development of Joomla! 3 and the adoption of Twitter Bootstrap. On the right side, there are sections for 'About Joomla!', 'This Site', and a 'Login Form' with fields for 'User Name', 'Password', and 'Remember Me', along with a 'Log in' button and a 'Create an account' link.

Joomlavideodemo.com Search...

Home Sample Sites Joomla.org

About Joomla!
[Getting Started](#)
[Using Joomla!](#)
[The Joomla! Project](#)
[The Joomla! Community](#)

This Site
[Home](#)
[Site Map](#)
[Login](#)
[Sample Sites](#)
[Site Administrator](#)
[Example Pages](#)

Login Form
User Name *
Password *
 Remember Me
[Log in](#)
[Create an account](#)
Forgot your username?

Joomla!

Congratulations! You have a Joomla site! Joomla makes it easy to build a website just the way you want it and keep it simple to update and maintain.

Joomla is a flexible and powerful platform, whether you are building a small site for yourself or a huge site with hundreds of thousands of visitors. Joomla is open source, which means you can make it work just the way you want it to.

The content in this installation of Joomla has been designed to give you an in depth tour of Joomla's features.

Beginners

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 administrator account you

Upgraders

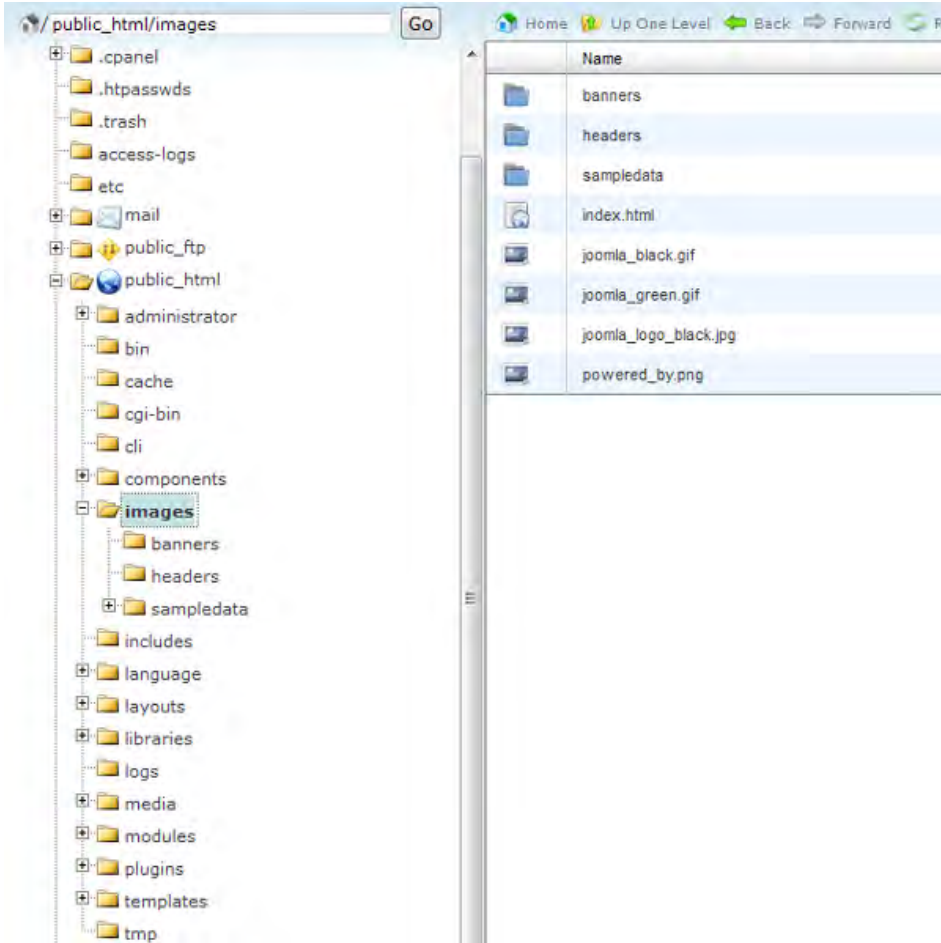
If you are an experienced Joomla! user, this Joomla site will seem very familiar but also very different. The biggest change is the new administrator interface and the adoption of responsive design. Hundreds of other improvements have been made.

Professionals

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 Bootstrap, the ability to control its look and the management of

Files and Folders

Joomla provides a layer of abstraction for the inner workings of the website, meaning that an administrator does not need to know how to maintain or change individual files in order to update a website. It is still beneficial to get a glimpse of what files and folders exist. You may even need to access a folder such as the Images folder at some time. You can see in the image below what some of the folder structure looks like. This is taken from the cPanel file manager.



Template Overview

All Joomla websites are driven by a Template. Joomla will use a default Template unless you install and enable another one. When choosing a Template, make sure to consider the actual design as well as the the Template positions.

Find some great suggestions for Joomla Templates at:

www.buildajoomlawebsite.com/resources/templates.

All Joomla Templates feature positions that control various locations on the web page. Here is an example of a few of the positions for the default Joomla 3 Template, Protostar.

The screenshot displays the Joomla! 3 Protostar template layout. At the top, the site title "Joomlavediodemo.com" is in position-0, with a search bar to its right. Below the title is a "Home" button and a "Main Menu (position-1)" area. The main content area is labeled "Main Body Position" and contains a large red abstract image. To the right is a "Right Sidebar (position-7) This Site" containing sections for "About Joomla!", "Login Form", and "Forgot your password?".

Joomlavediodemo.com Search (position-0)

Home Main Menu (position-1)

About Joomla!

- Getting Started
- Using Joomla!
- The Joomla! Project
- The Joomla! Community

Right Sidebar (position-7) This Site

- Home
- Site Map
- Login
- Sample Sites
- Site Administrator
- Example Pages

Joomla!

Congratulations! You have a Joomla! site! Joomla makes it easy to build a website just the way you want it and keep it simple to update and maintain.

Joomla is a flexible and powerful platform, whether you are building a small site for yourself or a huge site with hundreds of thousands of visitors. Joomla is open source, which means you can make it work just the way you want it.

Main Body Position

The content in this installation of Joomla has been designed to give you an in depth tour of Joomla's features.

Beginners

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 administrator account you created when you installed Joomla.

Upgraders

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 improvements have been made.

Professionals

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 Bootstrap the ability to control its look and the management of extensions is now complete.

Login Form

User Name *

Password *

Remember Me

Log in

Create an account >

Forgot your username?

Forgot your password?

Primary vs. Secondary Content

Content that appears on a web page can often be divided into two categories; primary content and secondary content. Primary content is the main article or articles that normally appear in the middle of the page. Everything else on a web page can be referred to as secondary content, and in Joomla this content is usually displayed through the use of Modules.

The screenshot shows a Joomla! website layout. At the top left is the site logo 'Joomlavedemo.com' in a blue box. To its right is a search bar. Below the logo is a navigation menu with 'Home', 'Sample Sites', and 'Joomla.org'. The main content area is divided into two sections: a blue-tinted section titled 'Secondary Content (Sections in blue)' and a green-tinted section titled 'Using Joomla!'. The 'Using Joomla!' section contains text about creating websites and a large 'Primary Content' overlay. To the right is a sidebar with 'About Joomla!' and 'This Site' sections. The footer contains copyright information and a 'Back to Top' link.

Joomlavedemo.com

Search

Home Sample Sites Joomla.org

Secondary Content (Sections in blue)

Using Joomla!

With Joomla you can create anything from a simple personal website to a complex ecommerce or social site with millions of visitors.

This section of the sample data provides you with a brief introduction to Joomla concepts and reference material to help you understand how Joomla works.

When you no longer need the sample data, you can simply unpublish the sample data category found within each extension in the site administrator or you may completely delete each item and all of the categories.

Home Using Joomla!

About Joomla!

- Getting Started
- Using Joomla!
- Using Extensions
- Parameters
- Getting Help
- The Joomla! Project
- The Joomla! Community

This Site

- Home
- Site Map
- Login
- Sample Sites
- Site Administrator
- Example Pages

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Back to Top

Chapter 8

Administrator

Accessing Administrator

Now that you understand the difference between the frontend and the backend, we'll look at how to access and use the Joomla Administrator.

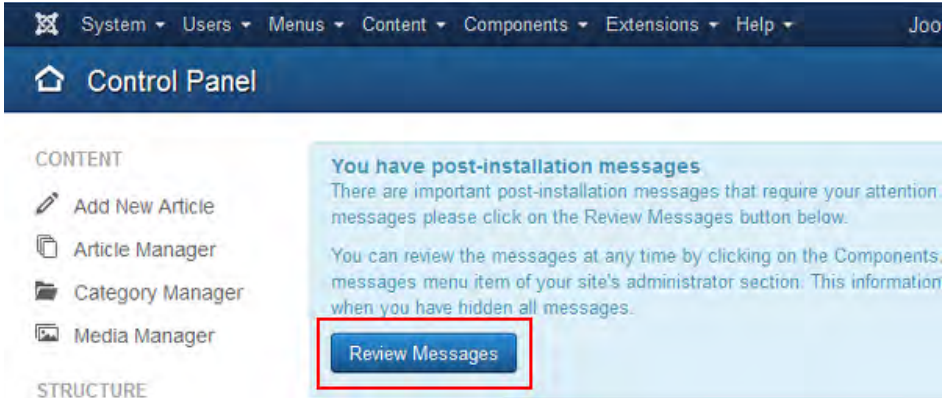
1. NAVIGATE to your web address followed by /administrator
2. LOGIN using the site login details you set during installation



Review Messages

When you first access your Control Panel in Joomla, you may see a notification that you have messages to review, and possibly a message that an update is available. In order to dismiss the message notification, you need to access and hide those messages.

1. CLICK Review Messages button



2. CLICK Hide Message button once you have reviewed each message

Two Factor Authentication is available

Since version 3.2.0

Joomla! comes with a built-in two factor authentication system. It secures your site login with a second changing every 30 seconds. You can use your mobile device and the Google Authenticator app to prod http://en.wikipedia.org/wiki/Google_Authenticator

By clicking the button below:

- Joomla! will enable the two factor authentication plugins
- Two Factor Authentication is going to be available for all users.
- Each user can configure Two Factor Authentication in User Details.
- You can always disable Two Factor Authentication plugin, or configure it for Backend usage only.
- You will be taken to your user profile page where you can find more information on two factor authentication for your user account.

Enable two factor authentication

Hide this message

Welcome to Joomla!

Since version 3.2.0

Community resources are available for new users

- [Joomla! Beginners Guide](#)
- [New to Joomla! Forum](#)

Hide this message

Administrator Workspace

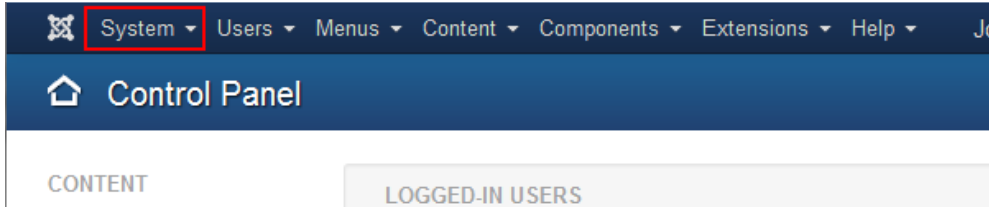
There are four main sections of the Administrator Workspace. They are noted below.

1. Navigation Menu providing access to core Joomla Administrator pages
2. Title bar showing your current position within Administrator
3. Left panel providing shortcuts to other sections in Administrator - this is relative to your current position
4. Main content area

The screenshot displays the Joomla Administrator Workspace interface. At the top, a dark blue navigation bar (1) contains a menu with items: System, Users, Menus, Content, Components, Extensions, and Help. Below this is a lighter blue title bar (2) with a home icon and the text 'Control Panel'. The left sidebar (3) is organized into sections: CONTENT (Add New Article, Article Manager, Category Manager, Media Manager), STRUCTURE (Menu Manager, Module Manager), USERS (User Manager), CONFIGURATION (Global Configuration, Template Manager, Language Manager), EXTENSIONS (Install Extensions), and MAINTENANCE (Joomla! is up-to-date, All extensions are). The main content area (4) features four panels: 'LOGGED-IN USERS' showing 'Super User Administration' (2014-0); 'POPULAR ARTICLES' listing 'Sample Sites' (18), 'Australian Parks' (15), 'Fruit Shop' (10), 'Typography' (8), and 'Using Joomla!' (6); 'RECENTLY ADDED ARTICLES' listing 'Administrator Components', 'Archive Module', 'Article Categories Module', 'Articles Category Module', and 'Authentication', all by 'Super User' (2011-0).

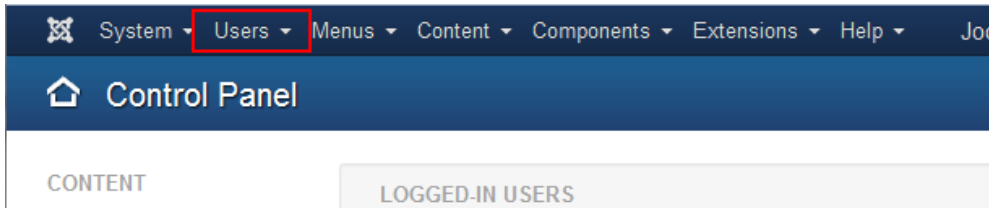
Main Administrator Sections

System Menu



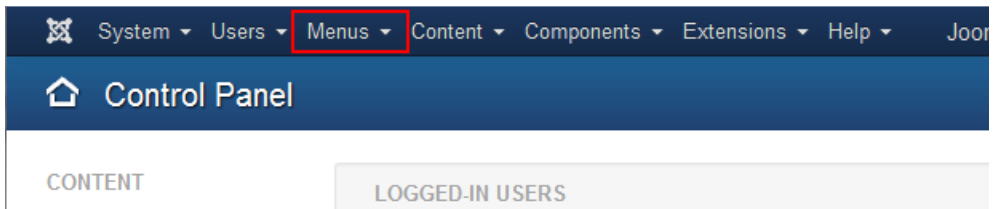
The most important links under the System menu are Control Panel which takes you back to the initial screen that displays when you first log in, and the Global Configuration section which allows you to set all of the main settings for your site.

Users Menu



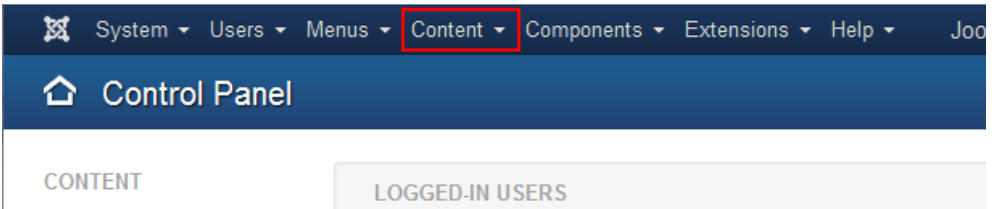
The User menu is where you can create users for your site and manage the Access Control Lists for creating rules about who can do and see what on your website. This applies to both the frontend and the Administrator.

Menus Menu



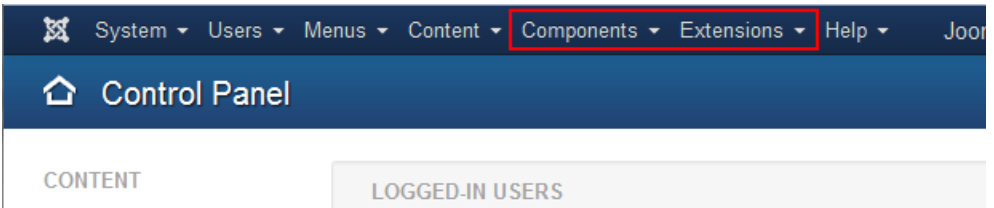
The Menus menu allows you to create the pages for your website based on the content you create through the Article Manager and other Extensions.

Content Menu



The Content menu holds the menus that allow you to manage the content on your site. The Article Manager and the Category Manager are found here. The Media Manager, which controls image and video uploads, is also found here.

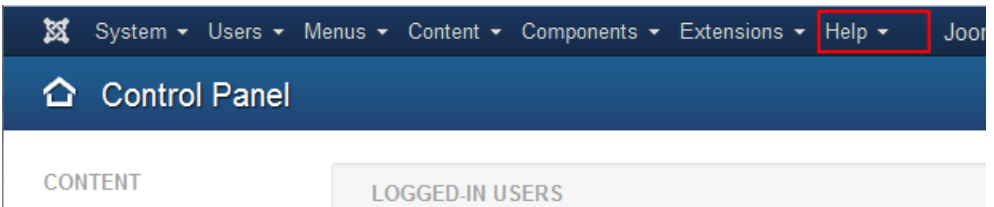
Components and Extensions Menus



The Components menu holds the links to installed pieces of software that provide functionality on your Joomla website. You'll find Joomla core Components, such as Banners and Joomla Update, as well as third party installed Components, such as Akeeba Backup and JCE.

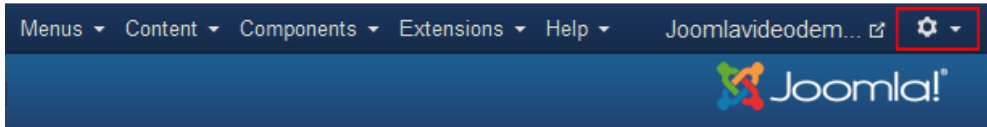
The Extensions menu provides links to all of the other types of Extensions within Joomla, such as Modules, Plugins, Templates and Languages.

Help Menu



The Help menu provides links to various Joomla help sites, such as the Official Joomla Support Forum, the Joomla Extensions Directory and others.

Current User Menu



LOGGED-IN USERS

In the top right corner of the menu bar is a gear icon that provides links to manage aspects of the currently logged in user. You can edit your own account from here as well as log out of the system.

Chapter 9

Categories

This is the chapter where you start to create your actual website content. There are two steps to creating most new content in Joomla. First you create one or more Categories, which is described in this chapter, and then you create Articles which we will discuss in the next chapter.

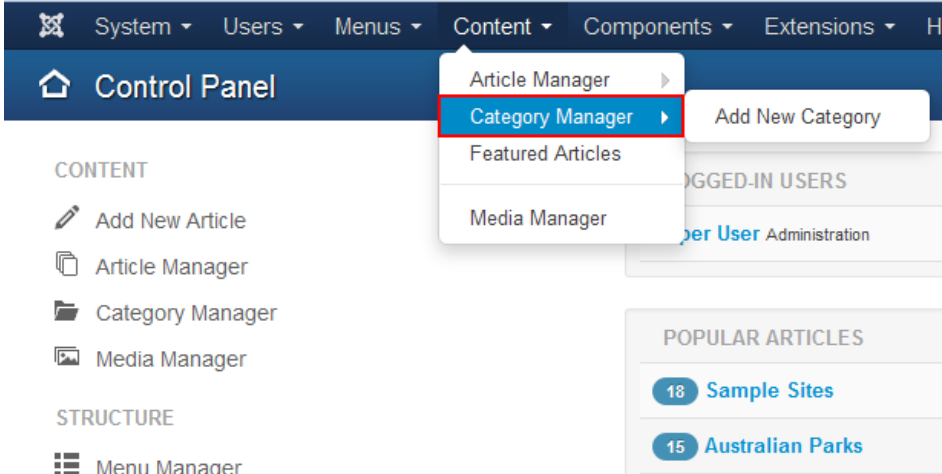


Joomla provides a very flexible method of categorizing and storing content. The storage system can be compared somewhat to folders and the files that go inside. With Joomla you are creating Categories that act like folders to store the Articles that you create, which are like the files in this analogy. You can also nest Categories in Joomla just like you can nest folders on your computer. Be careful not to create an overly complicated Category structure however. Keep things simple where you can.

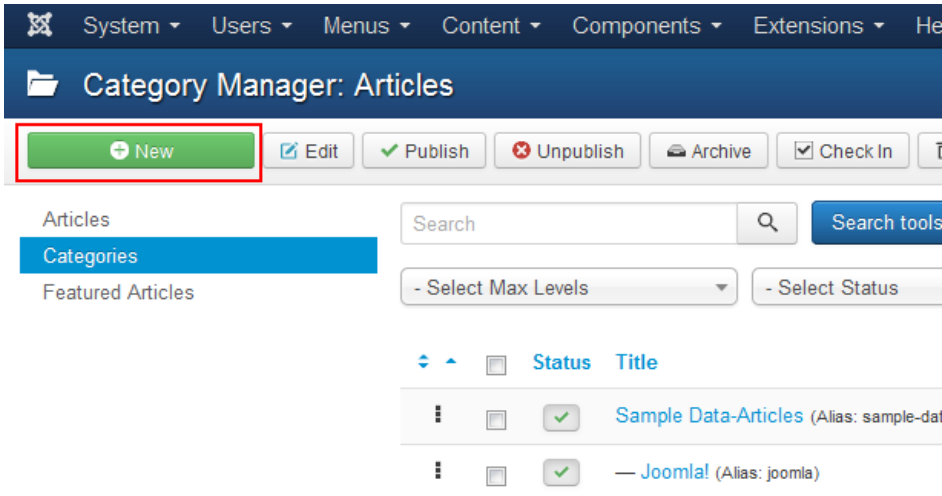
Creating New Categories

The first step to creating new content should be the creation of at least one Category.

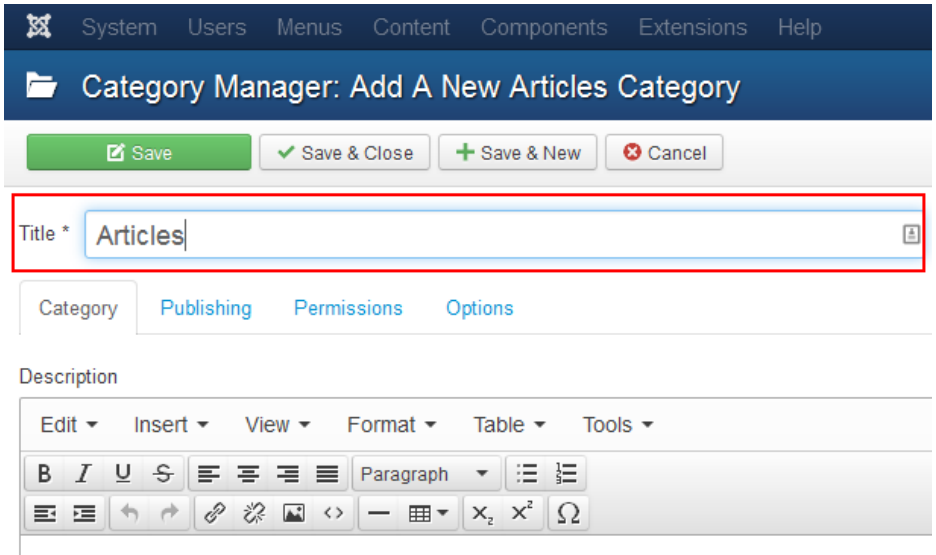
1. NAVIGATE to the Content menu and then Category Manager



2. CLICK New

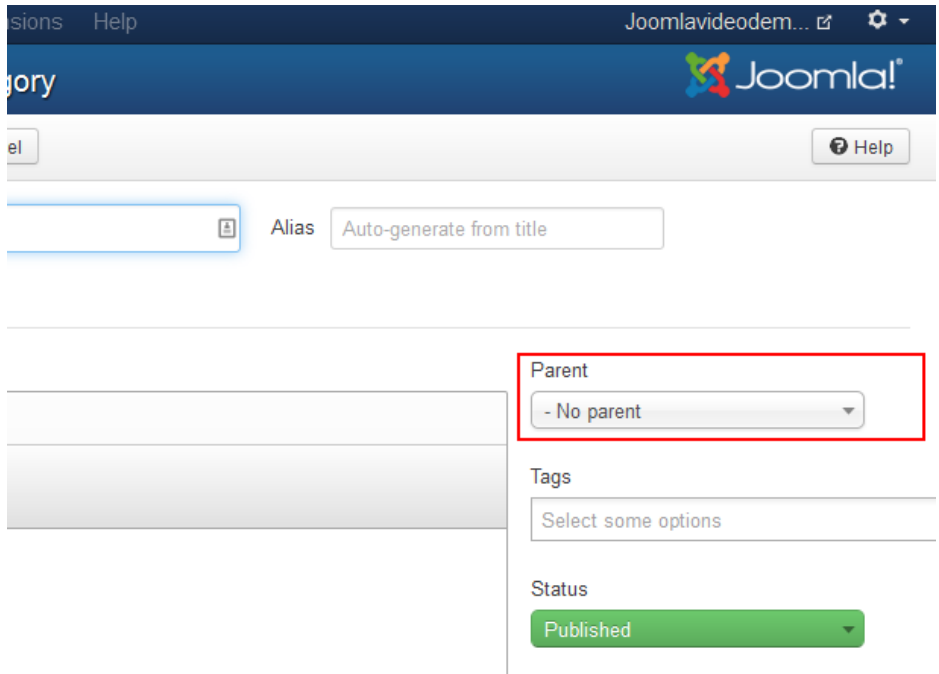


3. ENTER a Title for the new Category



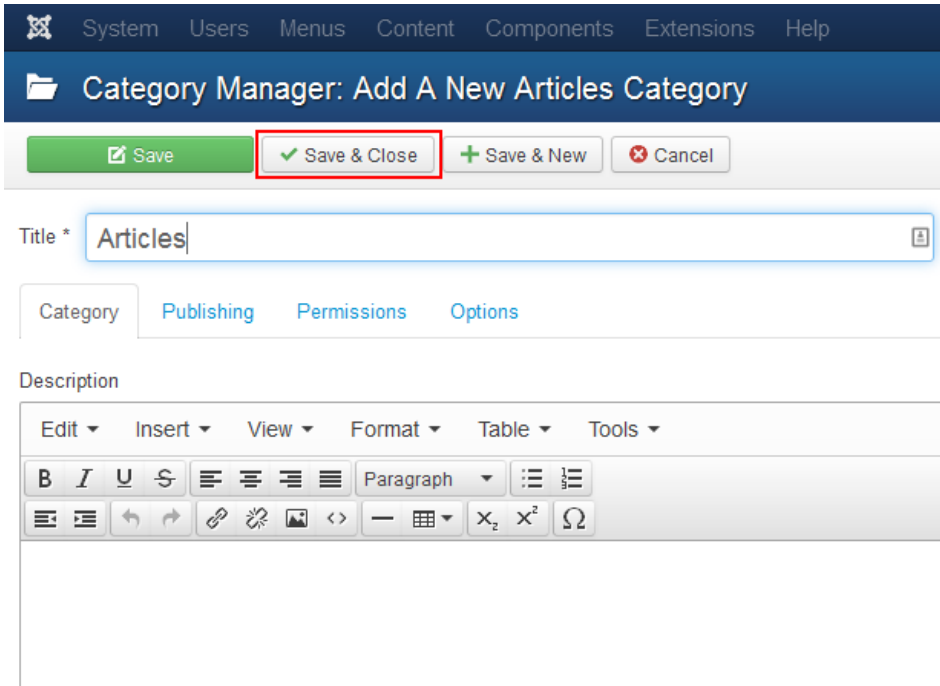
The screenshot shows the Joomla! Category Manager interface for adding a new article category. The top navigation bar includes 'System', 'Users', 'Menus', 'Content', 'Components', 'Extensions', and 'Help'. The main heading is 'Category Manager: Add A New Articles Category'. Below the heading are four buttons: 'Save', 'Save & Close', 'Save & New', and 'Cancel'. The 'Title' field is highlighted with a red box and contains the text 'Articles'. Below the title field are tabs for 'Category', 'Publishing', 'Permissions', and 'Options'. The 'Description' section features a rich text editor with a toolbar containing options like 'Edit', 'Insert', 'View', 'Format', 'Table', and 'Tools', along with various text and image editing icons.

4. SELECT a Parent Category if necessary



The screenshot shows the Joomla! Category Manager form with the 'Parent' dropdown menu highlighted by a red box. The 'Parent' dropdown is currently set to '- No parent'. Above it, the 'Alias' field is set to 'Auto-generate from title'. Below the 'Parent' dropdown are sections for 'Tags' (with a 'Select some options' button) and 'Status' (set to 'Published'). The Joomla! logo is visible in the top right corner of the interface.

5. CLICK Save & Close

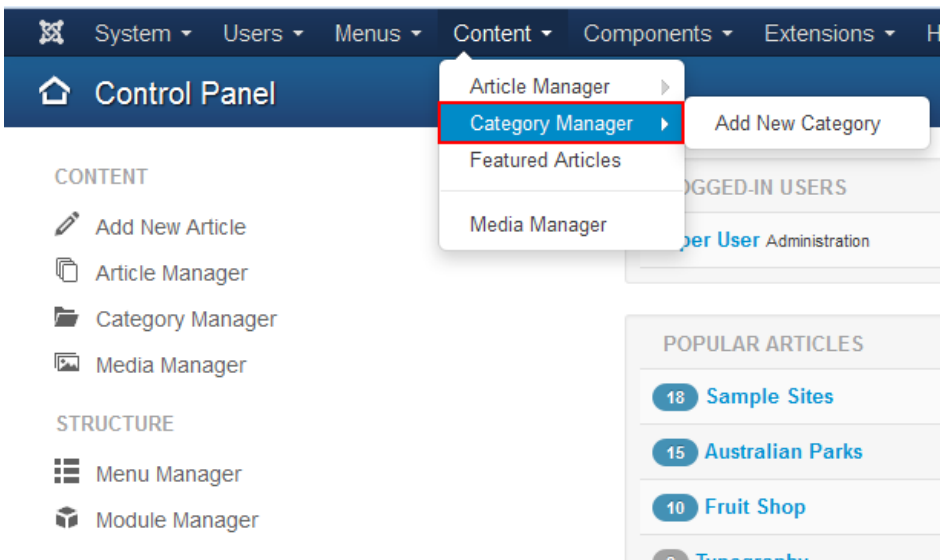


The screenshot shows the Joomla! Category Manager interface. At the top, there is a navigation bar with menus for System, Users, Menus, Content, Components, Extensions, and Help. Below this is a header for 'Category Manager: Add A New Articles Category'. A row of buttons includes 'Save', 'Save & Close' (highlighted with a red box), 'Save & New', and 'Cancel'. The 'Title' field contains the text 'Articles'. Below the title field are tabs for 'Category', 'Publishing', 'Permissions', and 'Options'. A 'Description' section contains a rich text editor with a menu (Edit, Insert, View, Format, Table, Tools) and various formatting tools like bold, italic, underline, and list creation.

Editing Categories

If you need to edit existing Categories, you follow a similar workflow to creating them.

1. NAVIGATE to the Content menu and then Category Manager



2. CLICK the title of the Category that you wish to edit

System Users Menus Content Components Extensions H

Category Manager: Articles

New Edit Publish Unpublish Archive Check In

Articles
Categories
Featured Articles

Search Search too

	Status	Title
	✓	— Fruit Shop Site (Alias: fruit-shop-sit)
	✓	— Growers (Alias: growers)
	✓	— Recipes (Alias: recipes)
	✓	Uncategorised (Alias: uncategorised)
	✓	Articles (Alias: articles)

1 2

3. MAKE your changes and CLICK Save & Close

System Users Menus Content Components Extensions Help

Category Manager: Edit An Articles Category

Save Save & Close Save & New Save as Copy Versions

Title * Demo Articles

Category Publishing Permissions Options

Description

Edit Insert View Format Table Tools

B I U Paragraph

Ω

Chapter 10

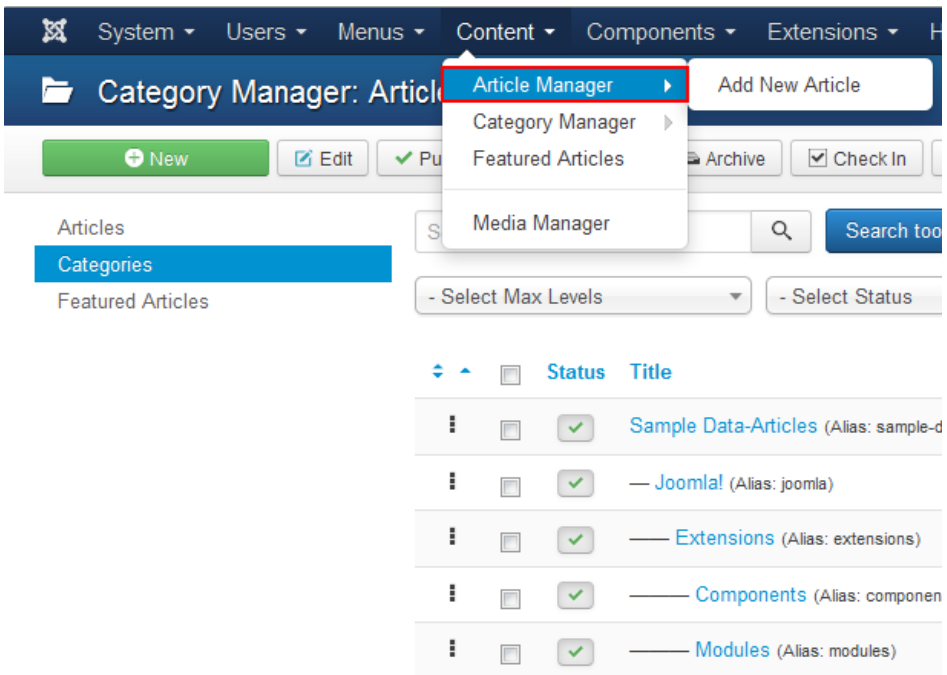
Articles

In this chapter you will learn the second part to creating primary content - creating Joomla Articles. You will also learn to search for and filter Articles in the Joomla Administrator.

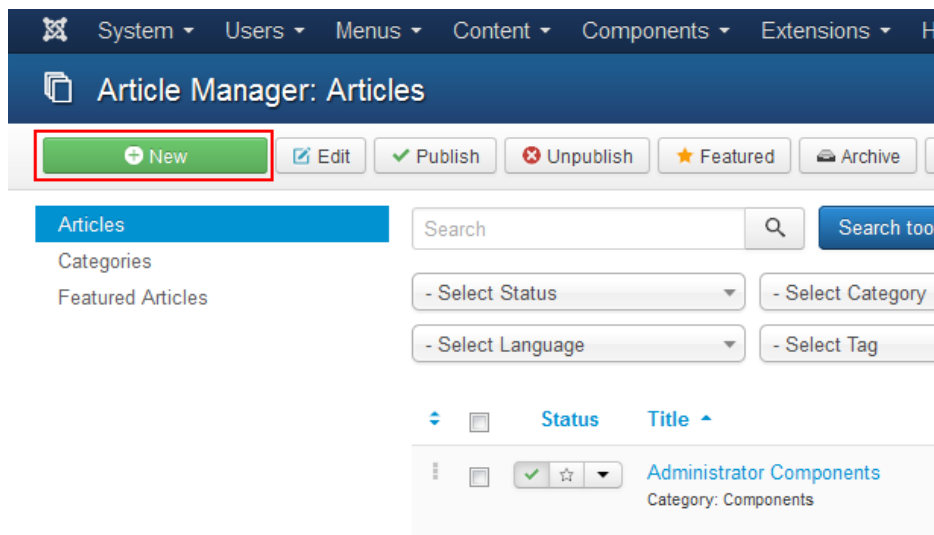
Creating Articles

Begin by logging in to the Joomla Administrator as previously shown.

1. NAVIGATE to the Content menu and then Article Manager

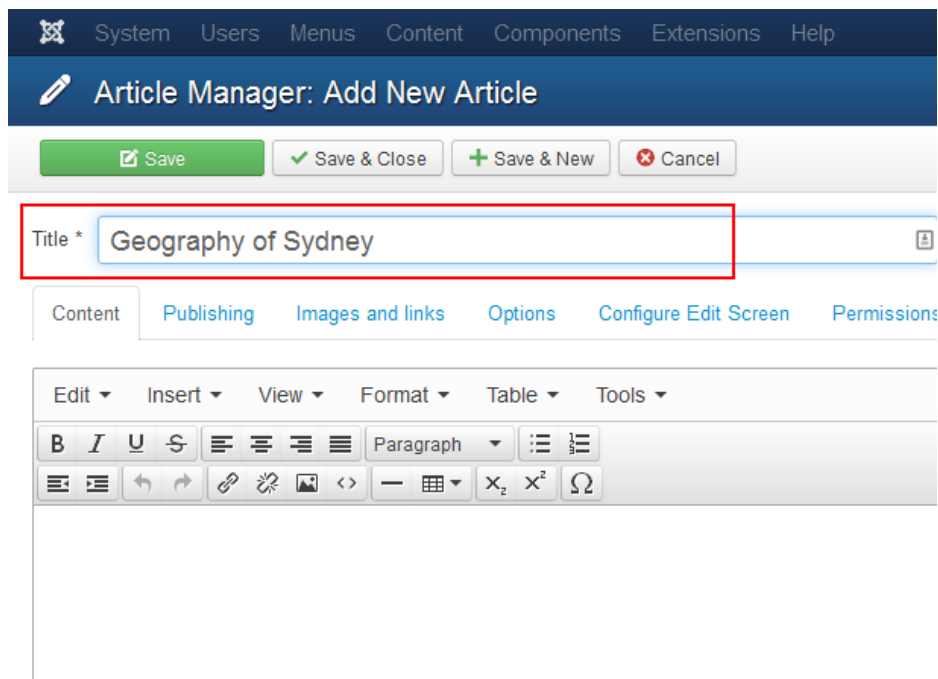


2. CLICK New



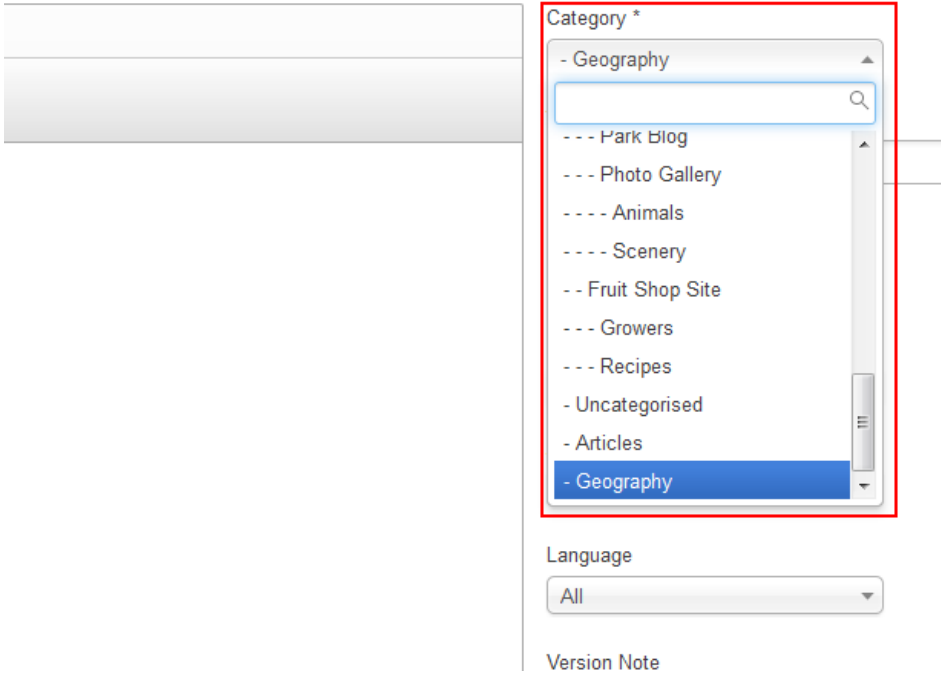
The screenshot shows the Joomla! Article Manager interface. At the top, there is a navigation menu with items: System, Users, Menus, Content, Components, and Extensions. Below this is a header bar with the title "Article Manager: Articles". A toolbar contains several buttons: "New" (highlighted with a red box), "Edit", "Publish", "Unpublish", "Featured", and "Archive". On the left, there is a sidebar with "Articles" selected, and sub-items "Categories" and "Featured Articles". The main area includes a search bar, several dropdown menus for "Status", "Category", "Language", and "Tag", and a table with columns for "Status" and "Title". A single article is visible in the table with the title "Administrator Components" and category "Components".

3. ENTER a Title

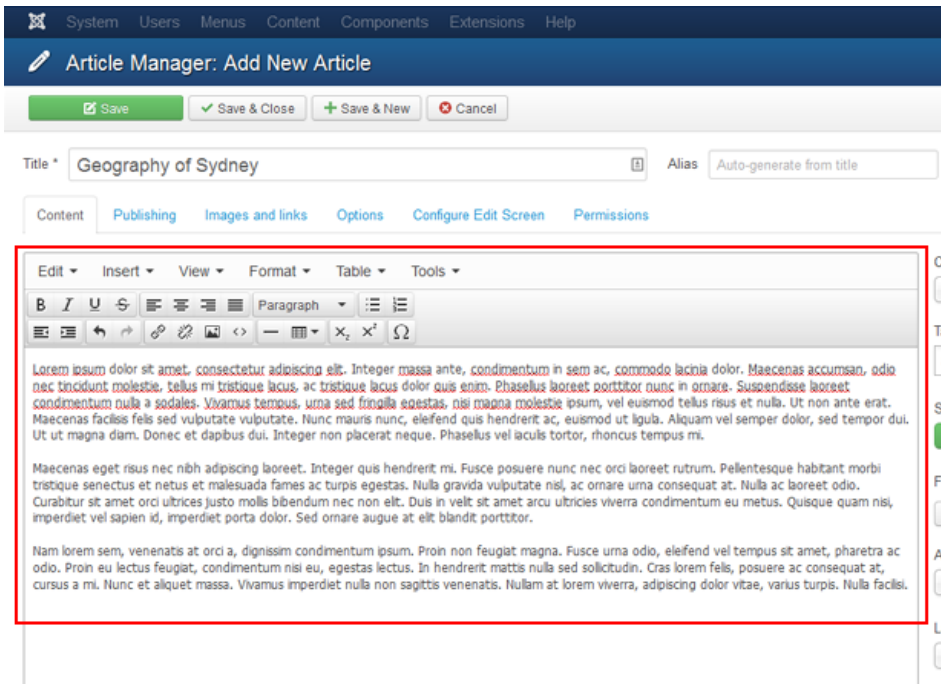


The screenshot shows the Joomla! Article Manager "Add New Article" form. At the top, there is a navigation menu with items: System, Users, Menus, Content, Components, Extensions, and Help. Below this is a header bar with the title "Article Manager: Add New Article". A toolbar contains several buttons: "Save" (highlighted with a red box), "Save & Close", "Save & New", and "Cancel". The main form has a "Title *" field containing the text "Geography of Sydney". Below the title field, there are tabs for "Content", "Publishing", "Images and links", "Options", "Configure Edit Screen", and "Permissions". At the bottom, there is a rich text editor toolbar with menus for "Edit", "Insert", "View", "Format", "Table", and "Tools". The rich text editor toolbar includes buttons for bold, italic, underline, strikethrough, bulleted list, numbered list, paragraph, indent, outdent, link, unlink, image, table, table border, subscript, superscript, and insert link.

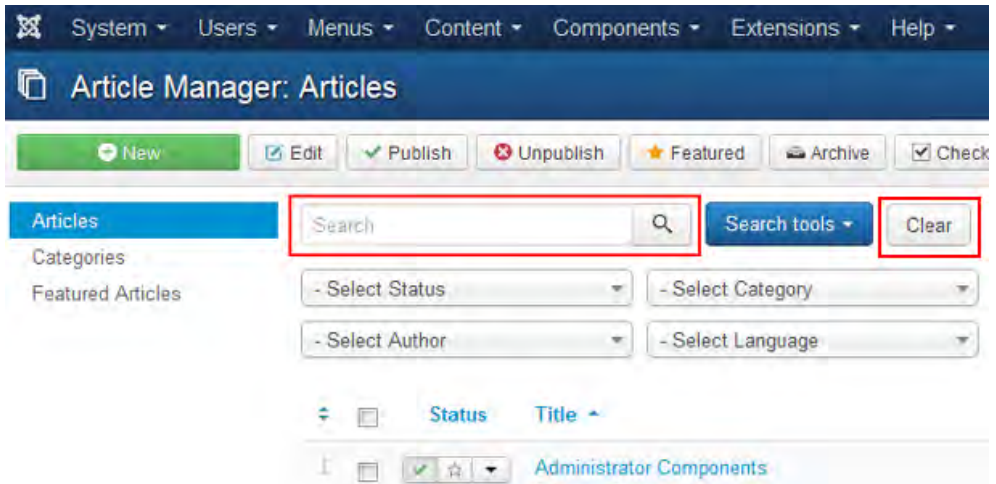
4. SELECT a Category at the right of the page



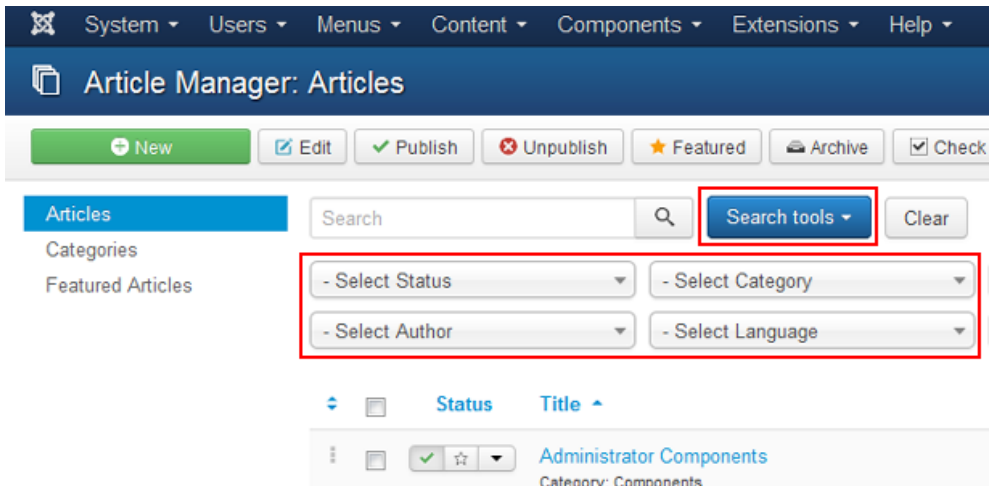
5. ENTER your content into the main window of the editor



As your site grows and you have more Articles to manage, you will need to utilize some of the other filtering features provided by Joomla. At the top of the Article Manager page is a Search box. You can search through all of the Articles by entering Titles or even parts of Titles in the box. Clear the box by clicking the Clear button when you are done filtering.



There are also various other filtering options, and these can be shown or hidden by clicking the Search tools button as shown below. Once they are visible, you can select several options such as the Status of an Article, the Author of an Article or the Category that the Article is stored in.



Ready to take the next step?

Beyond the Basics demonstrates every Joomla feature as well as search engine optimisation, ecommerce, membership sites and much more.

Visit www.buildajoomlawebsite.com and look for
Tutorials > Beyond the Basics.

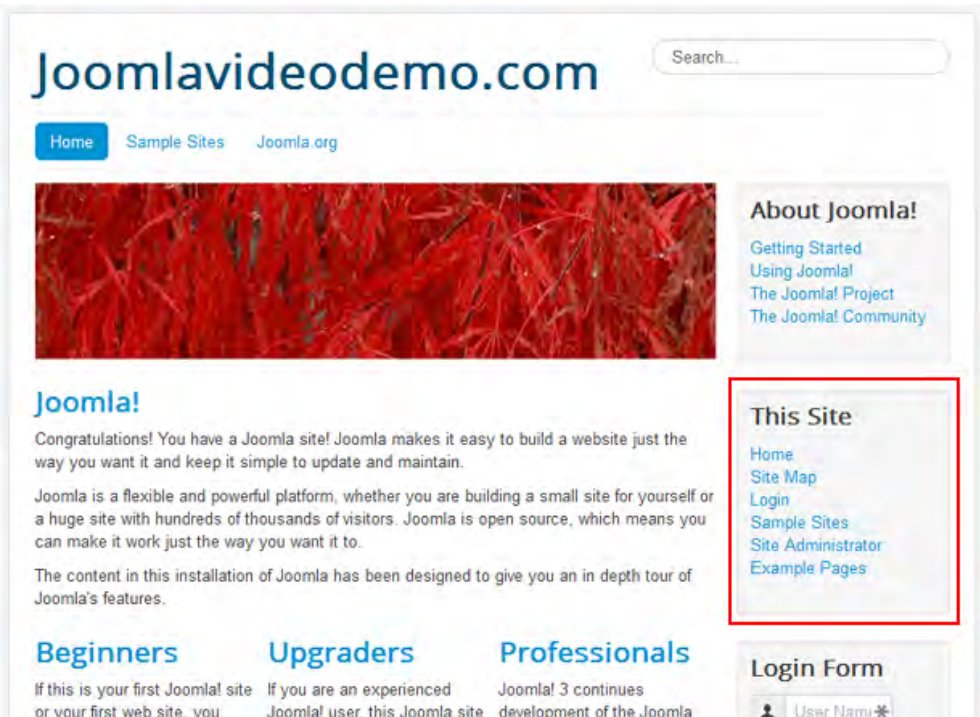
Chapter 11

Menus

The displaying of content in Joomla is a bit different than traditional web design. In a Joomla website, Menus are used to create pages and specify how the content appears on the page.

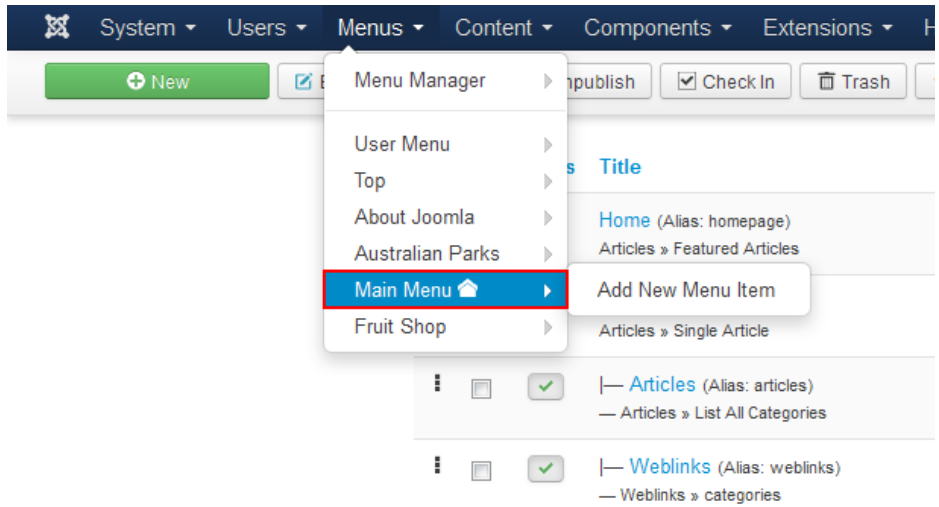
Adding a Menu Item to an Existing Menu

We will add a Menu Item to the Main Menu on the sample Joomla site that was created earlier in the Joomla installation. The new link will display on the following menu. Begin by signing in to your Joomla Administrator as explained previously.

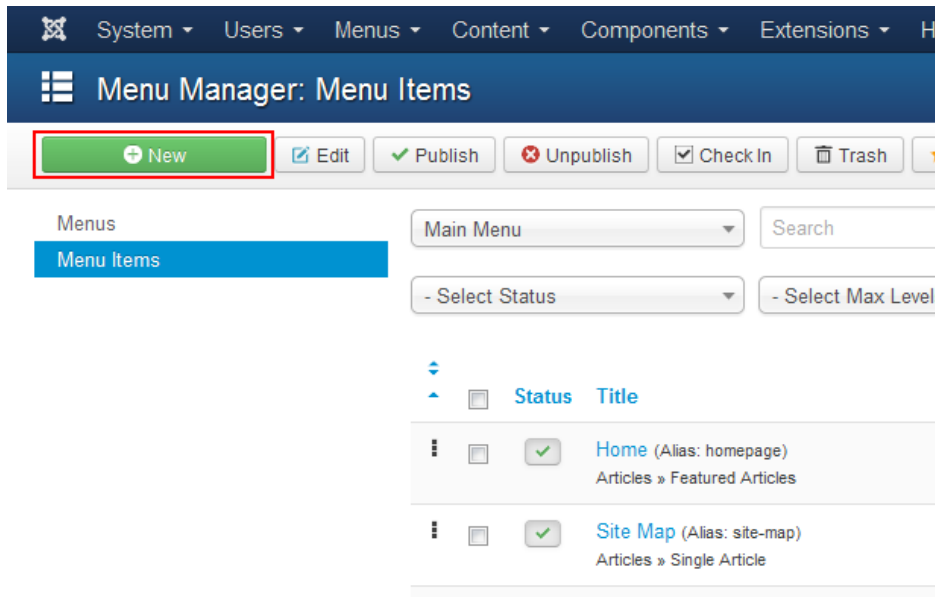


The screenshot shows the Joomla! website interface. At the top left is the site title "Joomlavidеodemo.com" in blue. To its right is a search bar with the text "Search...". Below the title are three navigation links: "Home" (highlighted in a blue box), "Sample Sites", and "Joomla.org". A large red abstract image is positioned below the navigation. To the right of the image is a box titled "About Joomla!" containing links for "Getting Started", "Using Joomla!", "The Joomla! Project", and "The Joomla! Community". Below the image is a section titled "Joomla!" with introductory text. To the right of this section is a box titled "This Site" which is highlighted with a red border. This box contains links for "Home", "Site Map", "Login", "Sample Sites", "Site Administrator", and "Example Pages". At the bottom, there are three columns: "Beginners", "Upgraders", and "Professionals", each with a brief description. On the far right, there is a "Login Form" section with a user name input field and a login button.

1. NAVIGATE to the Menus menu and then select the Main Menu



2. CLICK the New button



3. ENTER the Menu Title that will become the actual link text on the frontend
4. CLICK the Select button next to Menu Item Type

System Users Menus Content Components Extensions Help

Menu Manager: New Menu Item

Menu Title * **Step 3**

Alias

Details **Link Type** Page Display Metadata Module Assignment

Menu Item Type * **Step 4**

Link

5. SELECT Articles and then Single Article in the pop up window that displays

Menu Manager: New Menu Item

Menu Title *

Menu Item Type *

Link

Articles

- Archived Articles** Display all archived articles.
- Category Blog** Displays article introductions in a single or multi-column layout.
- Category List** Displays a list of articles in a category.
- Create Article** Create a new article.
- Featured Articles** Show all featured articles from one or multiple categories in a single or multi-column layout.
- List All Categories** Shows a list of all the article categories within a category.
- Single Article** Display a single article.

Configuration Manager

- Contacts**
- Newsfeeds**

6. CLICK the Select button next to Select Article

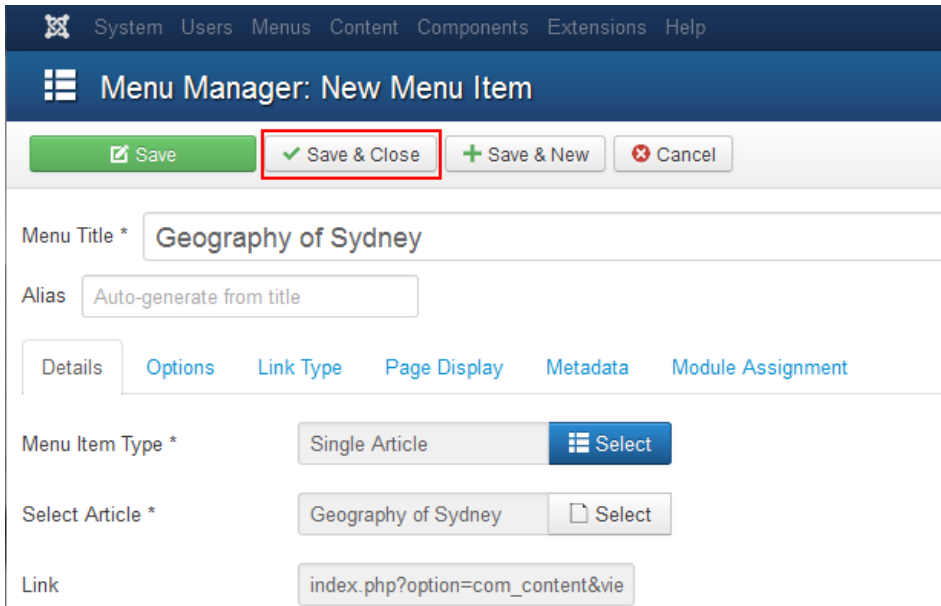
The screenshot shows the Joomla! Menu Manager interface for creating a new menu item. The title is "Menu Manager: New Menu Item". At the top, there are navigation tabs: System, Users, Menus, Content, Components, Extensions, and Help. Below the title bar, there are four buttons: Save, Save & Close, Save & New, and Cancel. The "Menu Title *" field contains "Geography of Sydney". The "Alias" field is set to "Auto-generate from title". There are six tabs: Details, Options, Link Type, Page Display, Metadata, and Module Assignment. The "Menu Item Type *" dropdown is set to "Single Article". Below it, the "Select Article *" section is highlighted with a red box. It contains a "Select an Article" button and a "Select" button. A tooltip for the "Select" button reads "Select Select or Change article". The "Link" field contains "index.php?option=com_content&vie".

7. CLICK the title of the Article that you wish to display from this new Menu Item link. Note that you can filter the results by searching all or part of the Article title in the Filter box at the top of the pop up as shown.

The screenshot shows a pop-up window for selecting an article. The title is "Menu Manager: New Menu Item". At the top, there are navigation tabs: System, Users, Menus, Content, Components, Extensions, and Help. Below the title bar, there are four buttons: Save, Save & Close, Save & New, and Cancel. The "Filter:" field contains "Geography". There are two buttons: Search and Clear. Below the filter, there are four dropdown menus: "- Select Access -", "- Select Status -", "- Select Category -", and "- Select Language -". Below these, there is a table with columns: Title, Access, and Category. The table has one row with the following data:

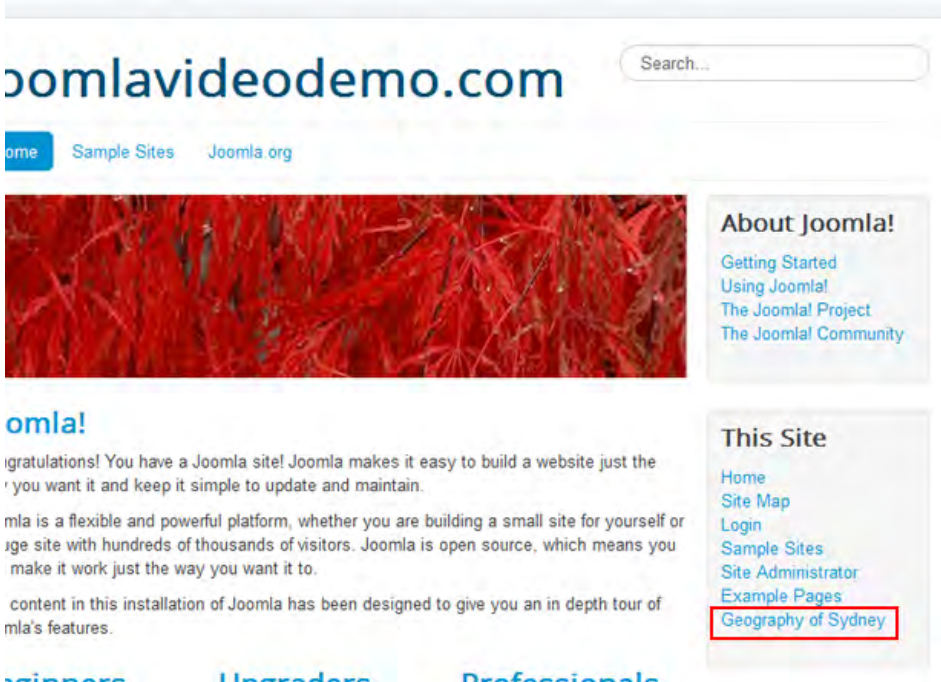
Title	Access	Category
Geography of Sydney	Public	Geography

8. CLICK Save & Close



The screenshot shows the Joomla! Menu Manager interface for creating a new menu item. The top navigation bar includes 'System', 'Users', 'Menus', 'Content', 'Components', 'Extensions', and 'Help'. The main header is 'Menu Manager: New Menu Item'. Below the header are four buttons: 'Save' (green), 'Save & Close' (highlighted with a red box), 'Save & New' (green), and 'Cancel' (red). The form fields are: 'Menu Title *' with the value 'Geography of Sydney'; 'Alias' with the value 'Auto-generate from title'; 'Menu Item Type *' with 'Single Article' selected and a 'Select' button; 'Select Article *' with 'Geography of Sydney' selected and a 'Select' button; and 'Link' with the value 'index.php?option=com_content&vie'. There are tabs for 'Details', 'Options', 'Link Type', 'Page Display', 'Metadata', and 'Module Assignment'.

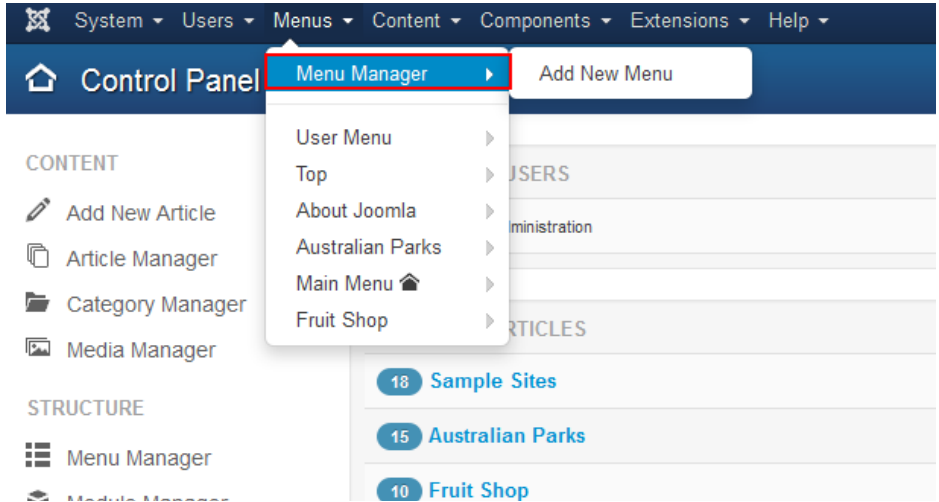
9. CHECK the frontend to ensure that your link is displayed



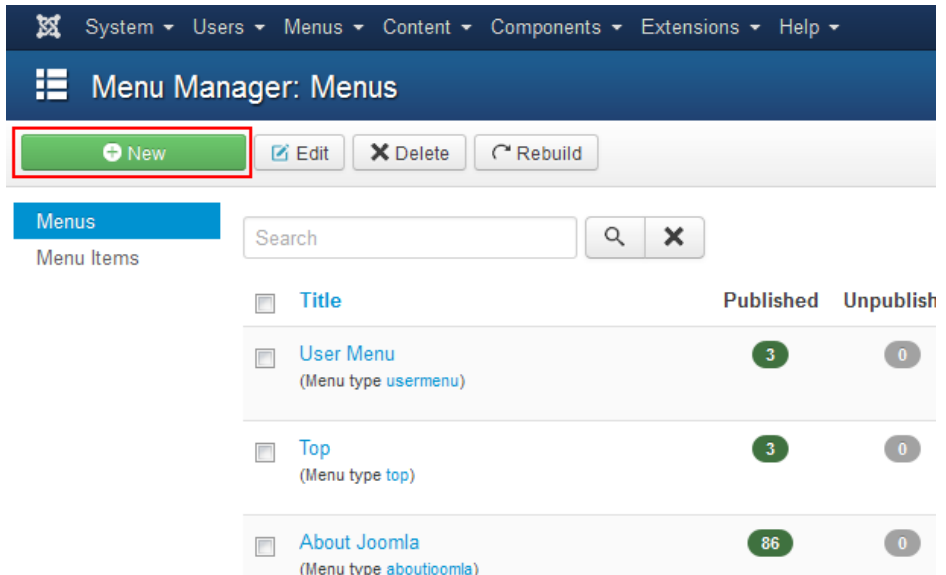
Creating a Menu from Scratch

The second method we will discuss is creating a new Menu from scratch. Again, begin by signing in the Joomla Administrator.

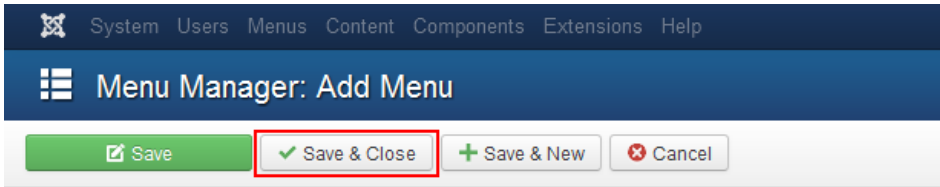
1. NAVIGATE to the Menus menu and select Menu Manager



2. CLICK the New button



3. ENTER a Title for your new Menu
4. ENTER a Menu type with no spaces. This is just an internal reference used by the Joomla system. It is not displayed on the frontend.
5. ENTER a Description for your Menu. This is useful if you have many Menus and need to keep track of what each one is used for.
6. CLICK Save & Close



Step 6

Menu Details

Title *	<input type="text" value="Our Articles"/>	Step 3
Menu type *	<input type="text" value="articles"/>	Step 4
Description	<input type="text" value="General Articles"/>	Step 5

The next step is to create a new Menu Item in this Menu exactly as described in the previous steps, “Adding a Menu Item to an Existing Menu” at the beginning of this chapter. Follow those steps to create a new Menu Item in your new Menu.

The new Menu is now created and complete; however, nothing will be changed or added to the frontend until a new Module is created and associated with this new Menu. This process is explained in the Modules chapter, which is next.

Chapter 12

Modules

Understanding Modules

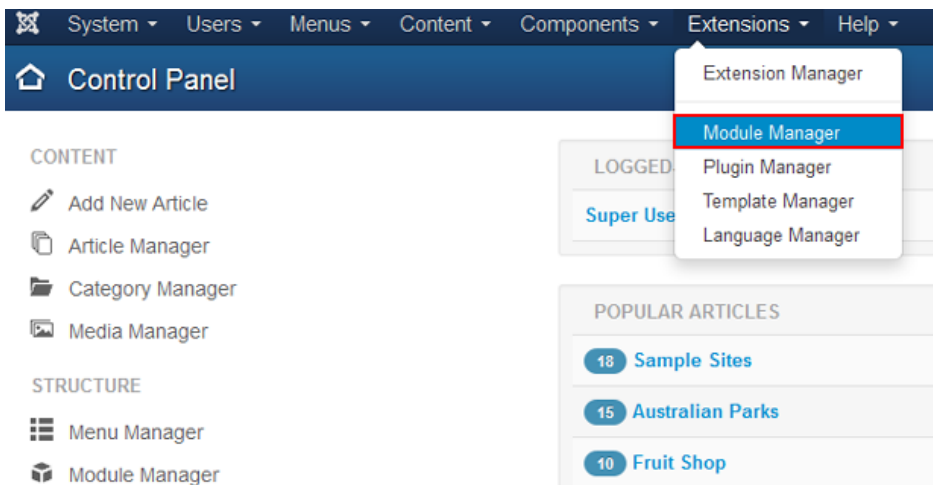
As you've learned in previous chapters, website content can be broken up into two parts: primary content and secondary content. You learned how to create primary content in the Articles chapter and how to link to that content in the Menus chapter. Other content on the page, such as navigation menus, newsletter signup forms or footer text is secondary content. In Joomla, this secondary content is normally controlled through Modules.

Modules are one of the five types of Joomla Extensions. The other types are more fully explained in chapter 15.

Creating a Menu Module

Once a Menu has been created, it is displayed on the frontend by creating a Menu Module. As usual, begin by signing in to the Joomla Administrator.

1. NAVIGATE to the Extensions menu and select Module Manager



2. CLICK the New button

System Users Menus Content Components Extensions

Module Manager: Modules

New Edit Duplicate Publish Unpublish Check In

Site Administrator

Search

Filter: Site

Status	Title
✓	Archived Articles
✓	Latest News

3. SELECT the Menu listing from the options that display

System Users Menus Content Components Extensions

Cancel

Menu This module displays a menu on the frontend.

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 published 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

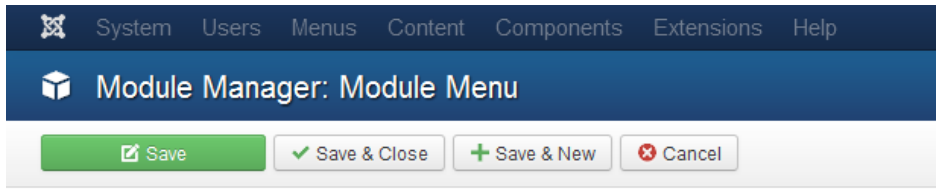
Login This module displays a username and password login form. It also displays a link to...

Most Read Content This Module shows a list of the currently published Articles which have the highest...

Popular Tags This Module displays tags used on the site in a list or a cloud layout. Tags can be...

Random Image This Module displays a random image from your chosen directory.

4. ENTER a Title for the Menu Module
5. SELECT the appropriate menu to be displayed from the Select Menu dropdown



The screenshot shows the Joomla! Module Manager interface. At the top, there is a navigation bar with links for System, Users, Menus, Content, Components, Extensions, and Help. Below this is a header for "Module Manager: Module Menu". A row of buttons includes "Save", "Save & Close", "Save & New", and "Cancel".

Title * **Step 4**

Module [Menu Assignment](#) [Module Permissions](#) [Advanced](#)

Menu

Site

This module displays a menu on the frontend.

Select Menu **Step 5**

Base Item

6. SELECT the Template Position to display the Module from the Position dropdown in the right side of the page



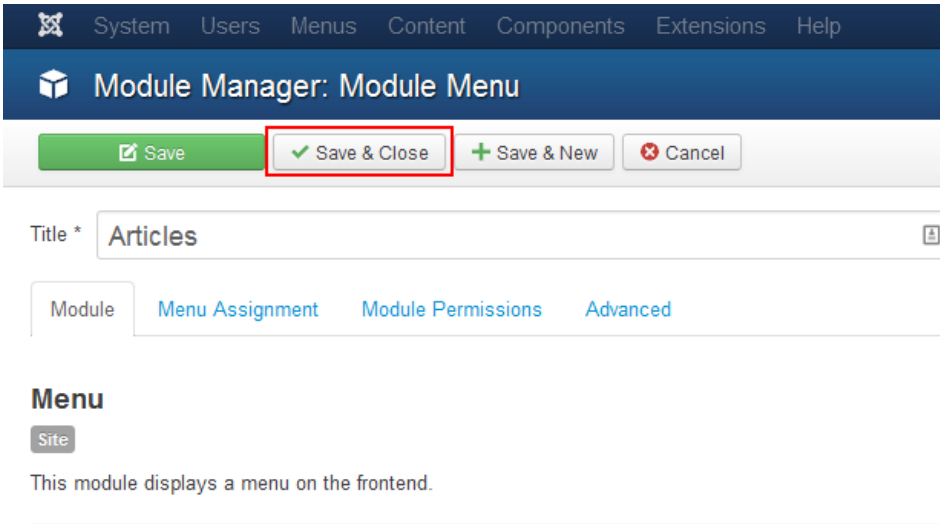
The screenshot shows the Joomla! logo and a "Help" button in the footer area.

Show Title

Position

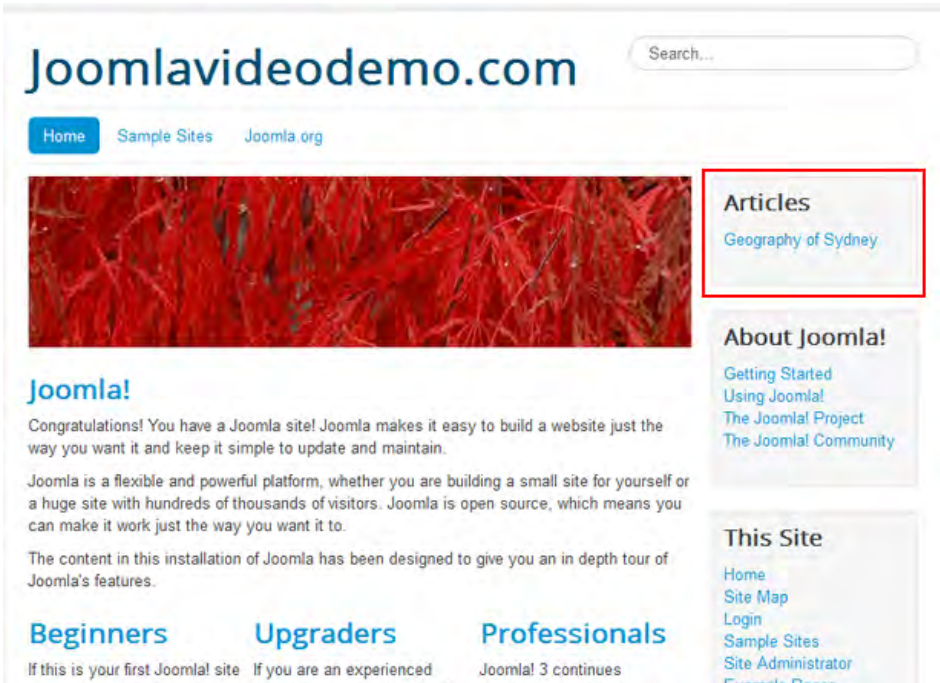
Status

7. CLICK Save & Close



The screenshot shows the Joomla! Module Manager interface for the 'Module Menu' module. At the top, there is a navigation bar with links for System, Users, Menus, Content, Components, Extensions, and Help. Below this, the title 'Module Manager: Module Menu' is displayed. A toolbar contains four buttons: 'Save' (green), 'Save & Close' (highlighted with a red box), 'Save & New' (green), and 'Cancel' (red). The 'Title' field is set to 'Articles'. Below the title field, there are tabs for 'Module', 'Menu Assignment', 'Module Permissions', and 'Advanced'. The 'Menu' section is active, showing a 'Site' button and the text: 'This module displays a menu on the frontend.'

8. CHECK the frontend to ensure that your new Menu is displaying properly



The screenshot shows the Joomla! frontend of a demo site, 'Joomlavediodemo.com'. The site has a search bar and navigation links for 'Home', 'Sample Sites', and 'Joomla.org'. A large red abstract image is featured on the left. On the right, a sidebar contains several sections: 'Articles' (highlighted with a red box) with a link to 'Geography of Sydney', 'About Joomla!' with links to 'Getting Started Using Joomla!', 'The Joomla! Project', and 'The Joomla! Community', and 'This Site' with links to 'Home', 'Site Map', 'Login', 'Sample Sites', 'Site Administrator', and 'Example Pages'. At the bottom, there are three columns for 'Beginners', 'Upgraders', and 'Professionals' with brief descriptions for each.

Template positions are determined by the template developer. Templates usually have a map that displays the available position names. For the sample template that comes with Joomla and is used in this course, find the module map in the appendix section of this workbook.

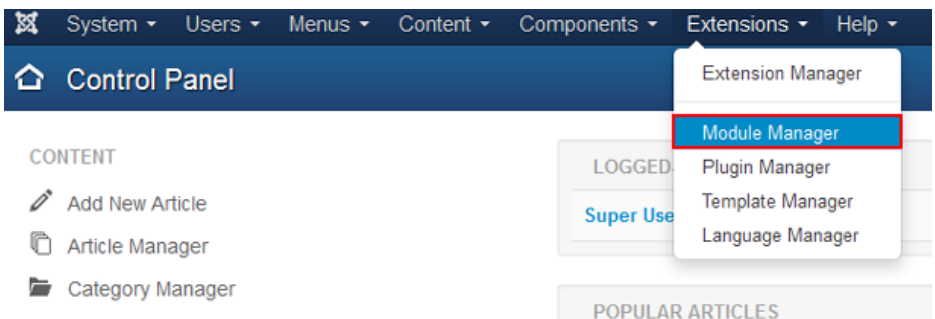
Now that you've seen exactly how to create a specific type of Module, you should be able to create almost any type available to you. Here is a recap of the general steps to creating a new Module:

1. CLICK the New button in the Module Manager screen
2. CHOOSE the Module type
3. ENTER a Module Title
4. SELECT a Template Position to display the new Module
5. ENTER any other applicable settings or content for the Module
6. SAVE the Module and CHECK the frontend by refreshing your browser

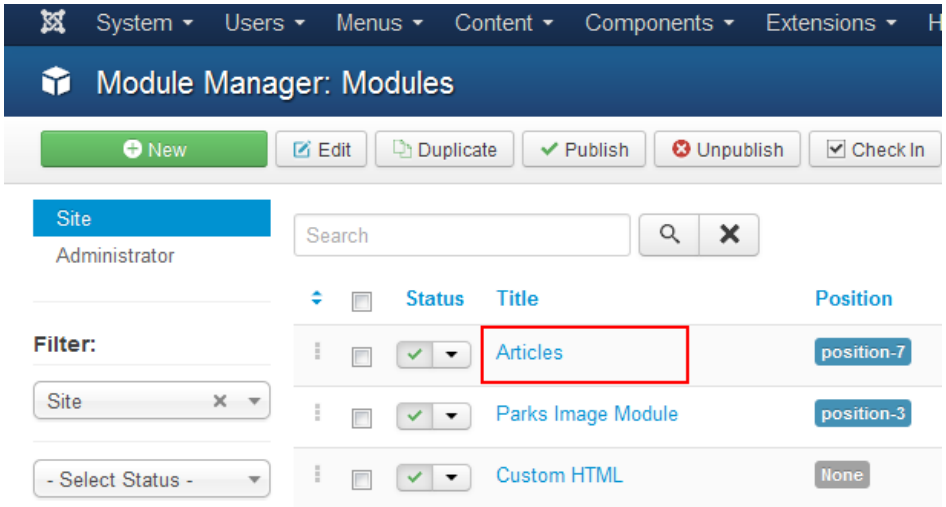
Assigning Modules to Menu Items

Modules can be set to display on all pages throughout the site, or just pages that you specify. First, as always, sign in to the Administrator.

1. NAVIGATE to the Extensions menu and select Module Manager



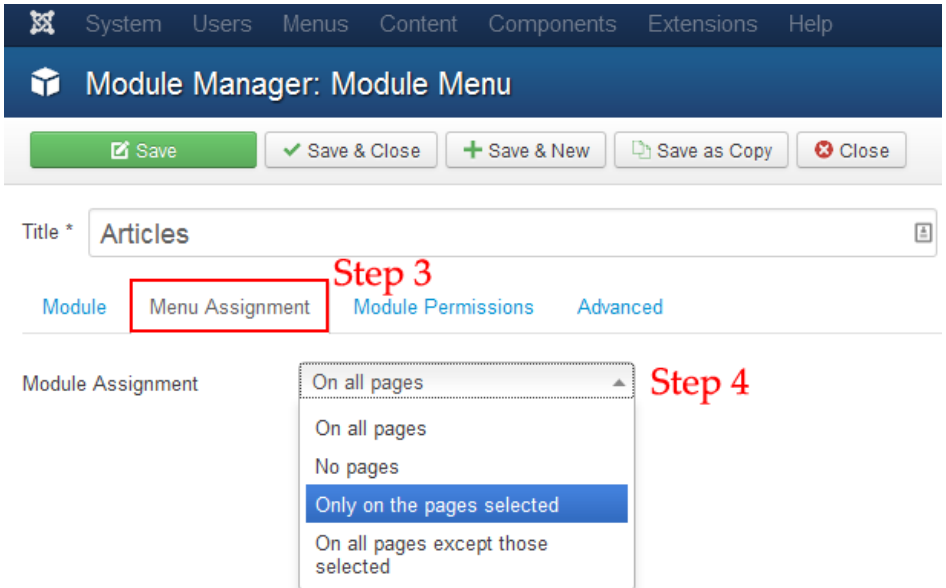
2. CLICK the Title of the Module you wish to work with



The screenshot shows the Joomla! Module Manager interface. At the top, there are navigation tabs: System, Users, Menus, Content, Components, and Extensions. Below this is a header for 'Module Manager: Modules'. A toolbar contains buttons for New, Edit, Duplicate, Publish, Unpublish, and Check In. The main area shows a list of modules with columns for Status, Title, and Position. The 'Articles' module is highlighted with a red box. Below the list, there are filter options for Site and Status.

3. CLICK the Menu Assignment tab

4. SELECT Only on the pages selected from the Module Assignment dropdown



The screenshot shows the Joomla! Module Manager interface for 'Module Menu'. The title is 'Articles'. Below the title, there are tabs for Module, Menu Assignment, Module Permissions, and Advanced. The 'Menu Assignment' tab is highlighted with a red box. Below the tabs, there is a dropdown menu for 'Module Assignment'. The dropdown menu is open, showing options: 'On all pages', 'On all pages', 'No pages', 'Only on the pages selected', and 'On all pages except those selected'. The 'Only on the pages selected' option is highlighted with a blue background. The text 'Step 3' is written in red above the tabs, and 'Step 4' is written in red to the right of the dropdown menu.

- CLICK the None link next to Select at the top of the Menu Selection screen in order to clear the pages that will be displayed. This will cause the Module to not be displayed on any pages, but it will also make selecting the page or pages where you want to display the Module easier to manage.
- CLICK the None link next to Expand in order to collapse the list and make it easier to see all of the available Menus

System Users Menus Content Components Extensions Help

Module Manager: Module Menu

Save Save & Close Save & New Save as Copy Close

Title *

Module Menu Assignment Module Permissions Advanced

Module Assignment

Menu Selection: Select: All **None** Expand: All **None**

Step 5 **Step 6**

ABOUT JOOMLA

Getting Started (Alias: getting-started)

- CLICK the plus sign next to Main Menu in order to view the options under that Menu
- SELECT the Menu Item "pages" that you would like your Module to display on

Menu Selection: Select: All, None | Expand: All, None

ABOUT JOOMLA

AUSTRALIAN PARKS

FRUIT SHOP

MAIN MENU

Home (Alias: homepage)

Site Map (Alias: site-map)

Login (Alias: login)

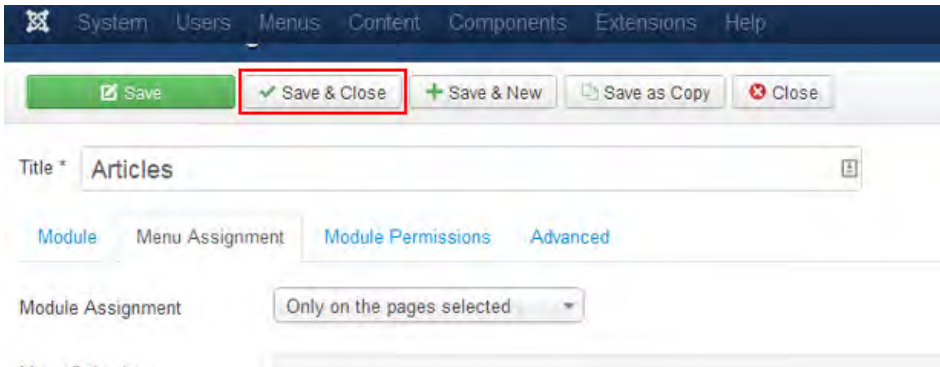
Sample Sites (Alias: sample-sites)

Site Administrator (Alias: site-administrator)

Example Pages (Alias: example-pages)

Geography of Sydney (Alias: geography-of-sydney)

9. CLICK Save & Close



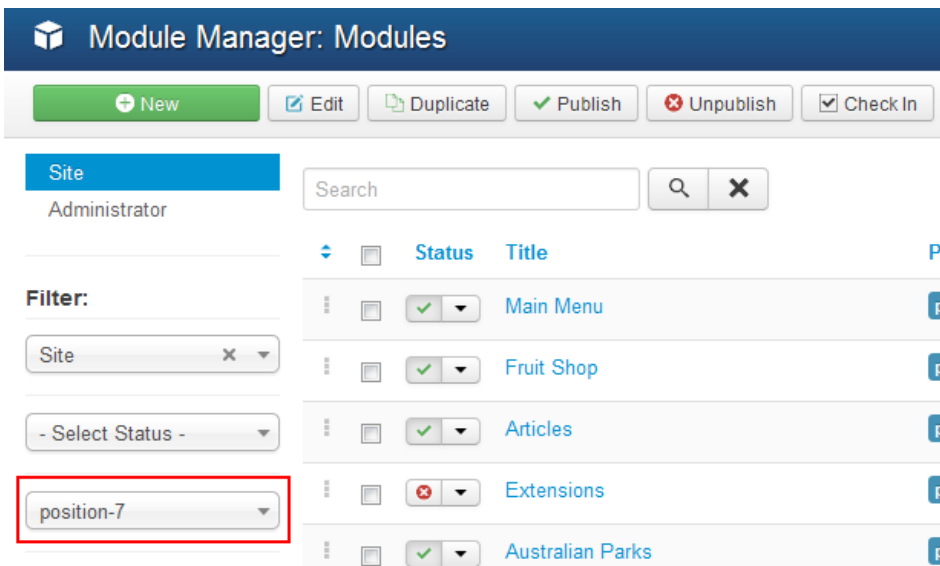
10. CHECK the frontend to ensure that your Module is displaying properly

Module Order

The last issue that we will consider in this chapter is the ordering of Modules on the page. We can change the order that Modules display by setting the Ordering column in the Module Manager.

As it is now, the Menu Module created in this chapter is at the top of the Right sidebar. We will go through the required steps to change that ordering. As always, begin by signing in to Administrator.

1. FILTER the Modules by Position with the Select Position dropdown. We're working with the Right sidebar, which is position-7.



2. CLICK the double arrow icon at the beginning of the row of listings

The screenshot shows the Joomla! Module Manager interface. At the top, there is a navigation bar with menus for System, Users, Menus, Content, Components, Extensions, and Help. Below this is a header for 'Module Manager: Modules'. A toolbar contains buttons for New, Edit, Duplicate, Publish, Unpublish, and Check In. A search bar is present with a search icon and a close icon. A tooltip titled 'Ordering' is displayed over the double arrow icon in the 'Articles' row, with the text 'Click to sort by this column'. The table lists modules with columns for Status, Title, and Position. The 'Articles' module is highlighted in green.

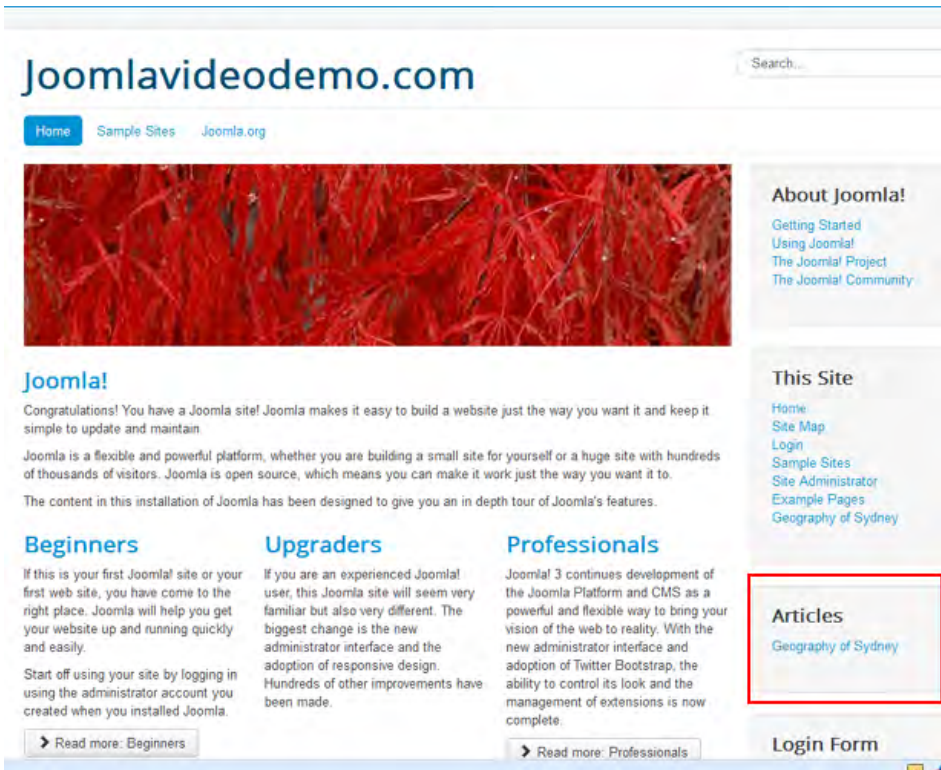
Status	Title	Position
✓	Main Menu	position-7
✓	Fruit Shop	position-7
✓	Articles	position-7
✗	Extensions	position-7

3. GRAB the ordering icon to the left of the Module that you would like to re-order and drag it to the new location in the list

The screenshot shows the Joomla! Module Manager interface. At the top, there is a navigation bar with menus for System, Users, Menus, Content, Components, Extensions, and Help. Below this is a header for 'Module Manager: Modules'. A toolbar contains buttons for New, Edit, Duplicate, Publish, Unpublish, Check In, and Trash. A search bar is present with a search icon and a close icon. The table lists modules with columns for Status, Title, and Position. The 'Articles' module is highlighted in green, and its ordering icon (a vertical bar with four dots) is highlighted with a red box. The 'Position' column shows 'position-7' for all modules.

Status	Title	Position
✓	Main Menu	position-7
✓	Fruit Shop	position-7
✓	Articles	position-7
✗	Extensions	position-7
✓	Australian Parks	position-7

4. CHECK the frontend of your site to ensure that the Module has been re-ordered



The screenshot shows the Joomla! 3 installation frontend. At the top, the URL 'Joomlavideodemo.com' is displayed in a large blue font. To the right of the URL is a search bar with the placeholder text 'Search...'. Below the URL is a navigation menu with three items: 'Home' (highlighted in a blue box), 'Sample Sites', and 'Joomla.org'. A large red abstract image occupies the upper left portion of the main content area. To the right of this image is a sidebar with several sections: 'About Joomla!' with links for 'Getting Started', 'Using Joomla!', 'The Joomla! Project', and 'The Joomla! Community'; 'This Site' with links for 'Home', 'Site Map', 'Login', 'Sample Sites', 'Site Administrator', 'Example Pages', and 'Geography of Sydney'; 'Articles' with a link for 'Geography of Sydney' (this section is highlighted with a red border); and 'Login Form'. The main content area below the red image is divided into three columns: 'Beginners', 'Upgraders', and 'Professionals'. Each column contains introductory text and a 'Read more' button. The 'Read more: Beginners' button is highlighted with a light blue background.

Joomlavideodemo.com

Search...

[Home](#) [Sample Sites](#) [Joomla.org](#)

About Joomla!

- [Getting Started](#)
- [Using Joomla!](#)
- [The Joomla! Project](#)
- [The Joomla! Community](#)

This Site

- [Home](#)
- [Site Map](#)
- [Login](#)
- [Sample Sites](#)
- [Site Administrator](#)
- [Example Pages](#)
- [Geography of Sydney](#)

Articles

- [Geography of Sydney](#)

Login Form

Joomla!

Congratulations! You have a Joomla! site! Joomla makes it easy to build a website just the way you want it and keep it simple to update and maintain.

Joomla is a flexible and powerful platform, whether you are building a small site for yourself or a huge site with hundreds of thousands of visitors. Joomla is open source, which means you can make it work just the way you want it to.

The content in this installation of Joomla has been designed to give you an in depth tour of Joomla's features.

Beginners

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 administrator account you created when you installed Joomla.

[Read more: Beginners](#)

Upgraders

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 improvements have been made.

Professionals

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 Bootstrap, the ability to control its look and the management of extensions is now complete.

[Read more: Professionals](#)

Chapter 13

Images

The Joomla Media Manager is used to add images to Articles and Modules, and can be accessed in different ways. In this chapter we will go over how to add images to your content, the importance of resizing them and how to upload them through the Media Manager.

Resizing Images

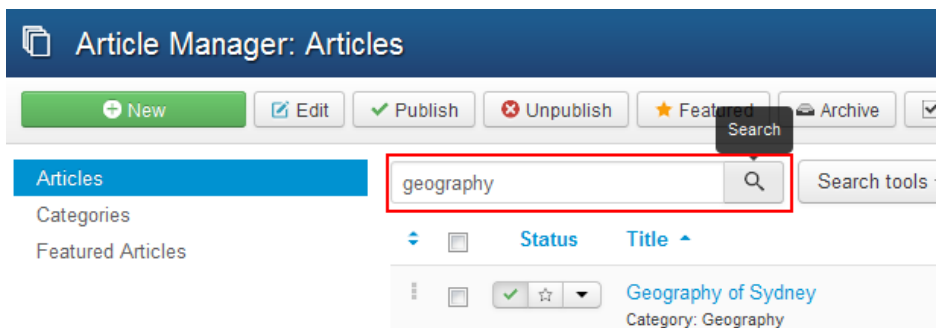
It's very important to understand the concept of image sizing when it comes to content on a web page. Many of the images available, whether from a modern digital camera or online services, are quite large in terms of physical file size and the size that they take up on the screen. If you are new to this concept, understand that large images can annoy visitors by taking a long time to load and also hurt the performance and display of your website as well.

If you already have a preferred method of working with images, great. If you don't, check the appendix section of this workbook for some information on resizing images with a service called PicMonkey.

Adding Images to an Article or Module

After deciding where to place your image and adjusting it for file size and pixel size, follow these steps to include your image in your content. Make sure you are signed in to Administrator.

1. FIND the Article previously created by searching its Title in Article Manager



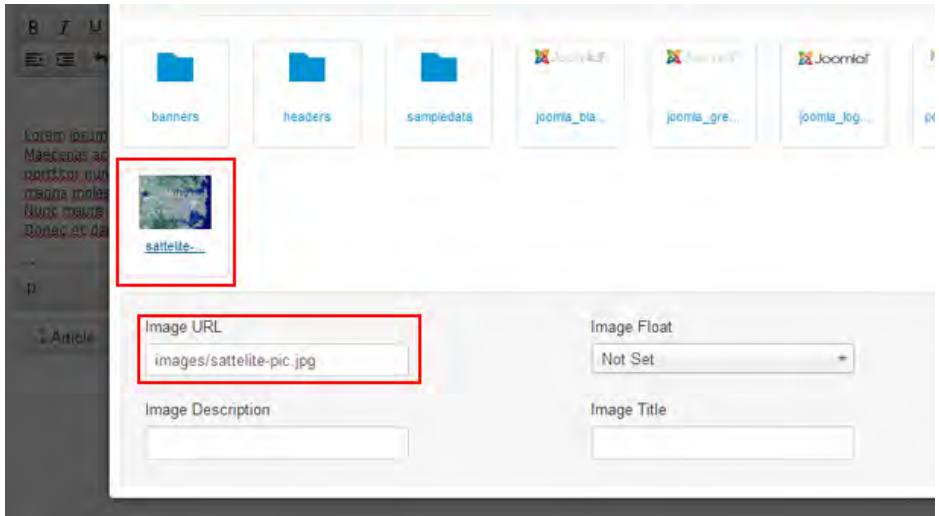
2. CLICK the Article's title to edit it and POSITION your cursor on an empty line, which may require you to enter a new line at the top of the Article text
3. CLICK the Image button underneath the editor window

The screenshot shows the Joomla! Article Manager 'Edit Article' interface. At the top, there are navigation tabs: System, Users, Menus, Content, Components, Extensions, and Help. Below this is the title 'Article Manager: Edit Article'. A toolbar contains buttons for Save, Save & Close, Save & New, Save as Copy, Versions, and Close. The title field contains 'Geography of Sydney' and the alias field contains 'geog'. Below the title are tabs for Content, Publishing, Images and links, Options, Configure Edit Screen, and Permissions. A rich text editor toolbar is visible with menus for Edit, Insert, View, Format, Table, and Tools. The editor content shows a new line of red text: '* A new line was created here'. Below the editor, there are buttons for Article, Image (highlighted with a red box), Page Break, Read More, and Toggle. The bottom of the editor shows a paragraph of placeholder text starting with 'Lorem ipsum dolor sit amet...'.

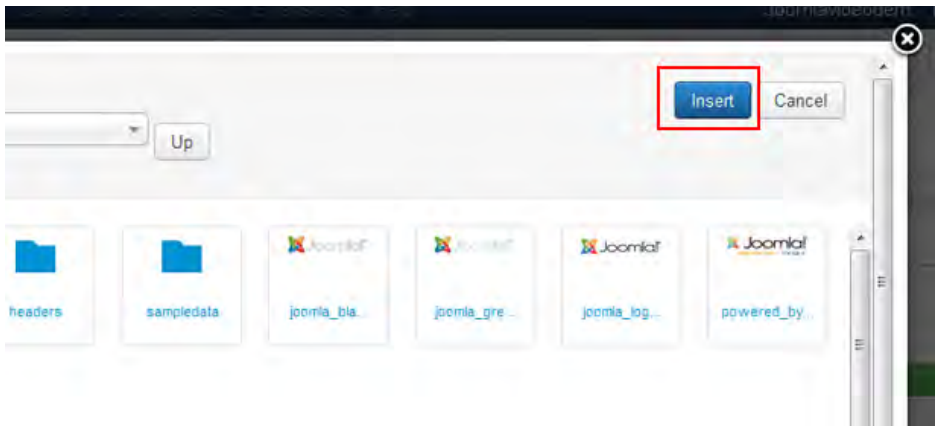
4. CLICK the Browse button and navigate to an image on your computer to upload to your website
5. CLICK the Start Upload button once you have selected your image to upload

The screenshot shows the Joomla! Image upload form. It has a sidebar on the left with a vertical menu. The main form has two columns of input fields: Image URL, Image Description, and Caption on the left; Image Float (a dropdown menu set to 'Not Set'), Image Title, and Caption Class on the right. At the bottom, there is a section for uploading files, highlighted with a red box. It contains the text 'Upload file', a 'Browse...' button, the text 'No files selected.', and a blue 'Start Upload' button. Below this is the text 'Upload files (Maximum Size: 10 MB)'.

- CLICK the newly uploaded image in the directory window and notice that its filename is added to the Image URL field



- CLICK the Insert button at the top right of the popup window



8. CLICK Save & Close after checking your Article's content to make sure the image was placed correctly

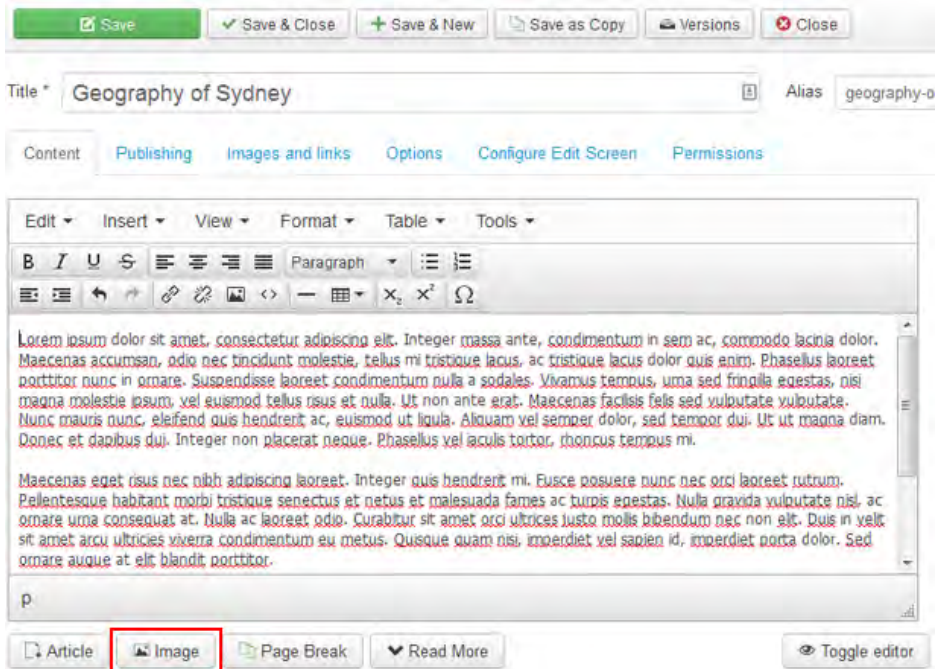
The screenshot shows a content management system editor. At the top, there is a toolbar with buttons for 'Save', 'Save & Close' (highlighted with a red box), 'Save & New', 'Save as Copy', 'Versions', and 'Close'. Below the toolbar, the 'Title' field contains 'Geography of Sydney' and the 'Alias' field contains 'geography-of-sydney'. A navigation bar includes 'Content', 'Publishing', 'Images and links', 'Options', 'Configure Edit Screen', and 'Permissions'. The main editing area features a menu bar with 'Edit', 'Insert', 'View', 'Format', 'Table', and 'Tools'. Below the menu bar is a rich text editor toolbar with various icons for text formatting (bold, italic, underline, strikethrough), alignment, bulleted and numbered lists, indentation, link, unlink, undo, redo, link, unlink, source code, and help. The central content area displays a satellite image of Sydney, Australia. To the right of the editor is a sidebar with sections for 'Category', 'Tags', 'Status' (with a 'Publish' button), 'Features', 'Access' (with a 'Publish' button), and 'Language' (with an 'All' button). At the bottom of the editor, there are buttons for 'Article', 'Image', 'Page Break', 'Read More', and 'Toggle editor'.

9. CHECK the frontend of your website to ensure that your Article is displaying properly

The screenshot shows the frontend of a website. The article title 'Geography of Sydney' is displayed in a large blue font. Below the title, there is a 'Details' section with the following information: 'Written by Super User', 'Category: Geography', 'Published: 09 February 2014', and 'Hits: 1'. A satellite image of Sydney, Australia, is displayed below the details. A settings icon is visible in the top right corner of the article content area.

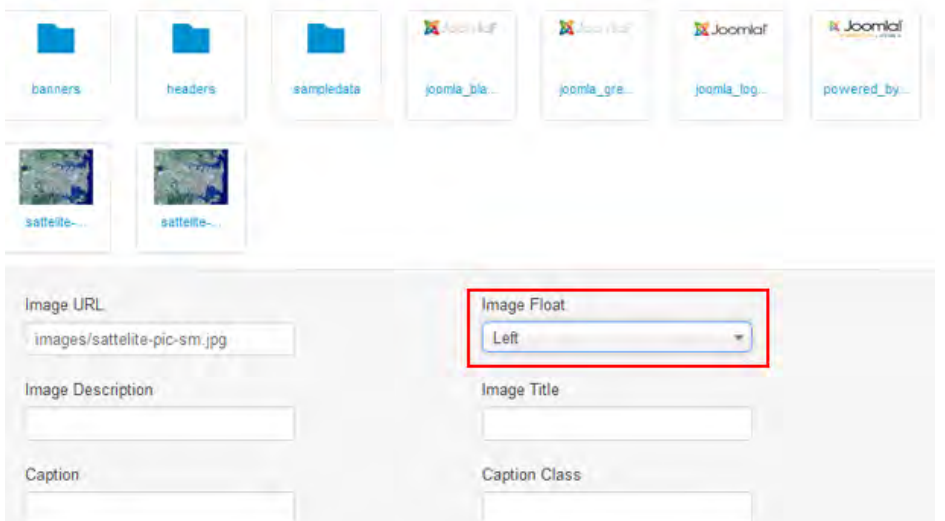
To add an image alongside your text rather than above it, follow these steps. We will use the already uploaded image and begin from the Article editing step.

1. POSITION your cursor directly to the left of your text
2. CLICK the Image button beneath the editor window



The screenshot shows the Joomla! article editor interface. At the top, there are buttons for 'Save', 'Save & Close', 'Save & New', 'Save as Copy', 'Versions', and 'Close'. Below these is the article title 'Geography of Sydney' and an 'Alias' field containing 'geography-o'. A navigation bar includes 'Content', 'Publishing', 'Images and links', 'Options', 'Configure Edit Screen', and 'Permissions'. The main editor area has a menu with 'Edit', 'Insert', 'View', 'Format', 'Table', and 'Tools'. Below the menu is a toolbar with various text and image editing icons. The editor contains two paragraphs of placeholder text. At the bottom of the editor, there are buttons for 'Article', 'Image', 'Page Break', and 'Read More'. The 'Image' button is highlighted with a red box. To the right of these buttons is a 'Toggle editor' button.

3. FOLLOW the same steps to select an image for your Article, but this time set Image Float to Left or Right.



The screenshot shows the Joomla! image selection and configuration interface. At the top, there are several image thumbnails arranged in two rows. The first row includes 'banners', 'headers', 'sampledata', 'joomla_bla...', 'joomla_gre...', 'joomla_log...', and 'powered_by...'. The second row includes two 'satellite...' thumbnails. Below the thumbnails is a form for configuring the image. The 'Image URL' field contains 'images/satellite-pic-sm.jpg'. The 'Image Float' dropdown menu is highlighted with a red box and is set to 'Left'. Other fields include 'Image Description', 'Image Title', 'Caption', and 'Caption Class', all of which are currently empty.

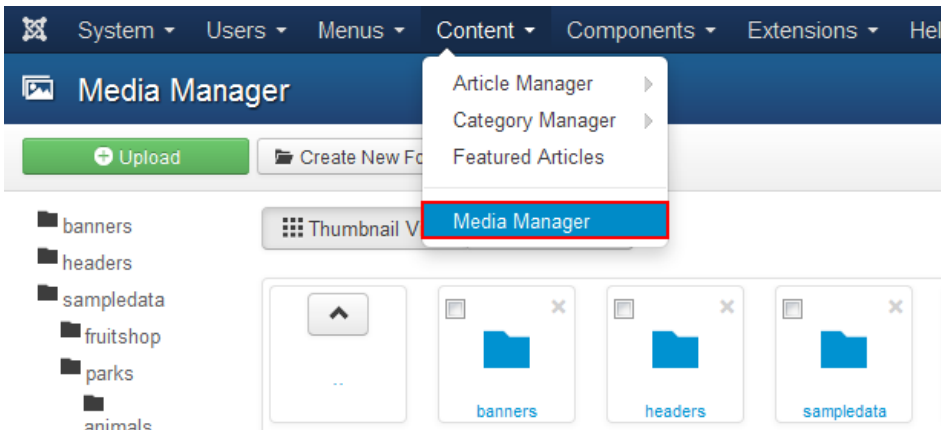
4. CLICK Insert, then CLICK Save & Close in your Article as before
5. REFRESH the frontend of your site to check the Article. Notice that the text now wraps around the image.



Media Manager

Joomla's Media Manager enables you to upload, store and delete images and other media files in a similar way to using an FTP program. If you are more used to using FTP, continue to use that, but you should also understand how the Media Manager works.

1. NAVIGATE to Content Menu and then Media Manager

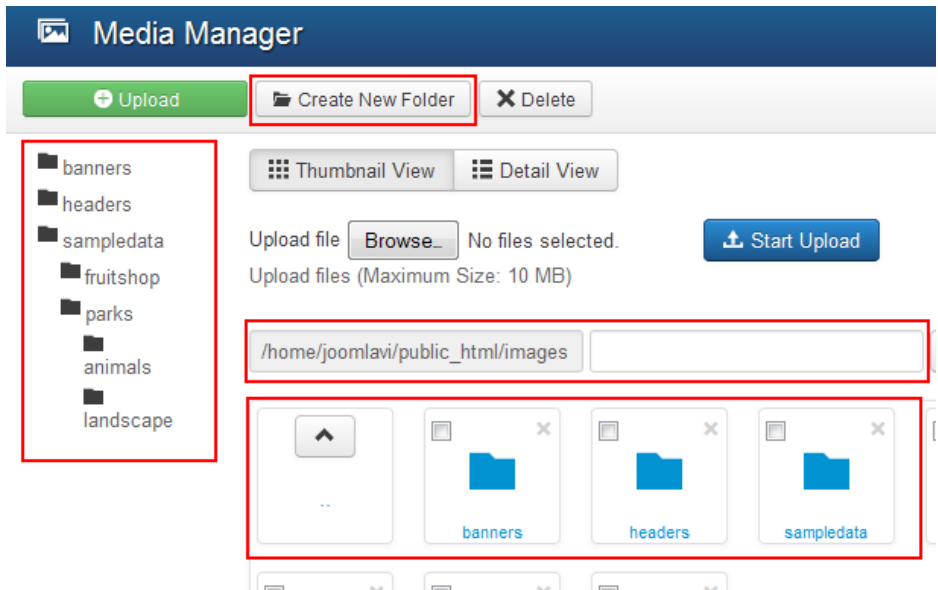


Navigation and Folder Management

To move between folders, you can utilize the left sidebar folder tree in much the same way you do on a home computer. You can also click the icons for the folders in the center of the page as shown. The icon with the up arrow will take you to the folder directly above your current location.

The Create New Folder button will toggle the fields that allow you to create a new folder based on your current location. If you are in the banners folder for instance, your new folder would be located at `/home/yourdomain/public_html/images/banners/newfolder` on your server. You can see the folder path in the window just above the folder icons in the middle of the page.

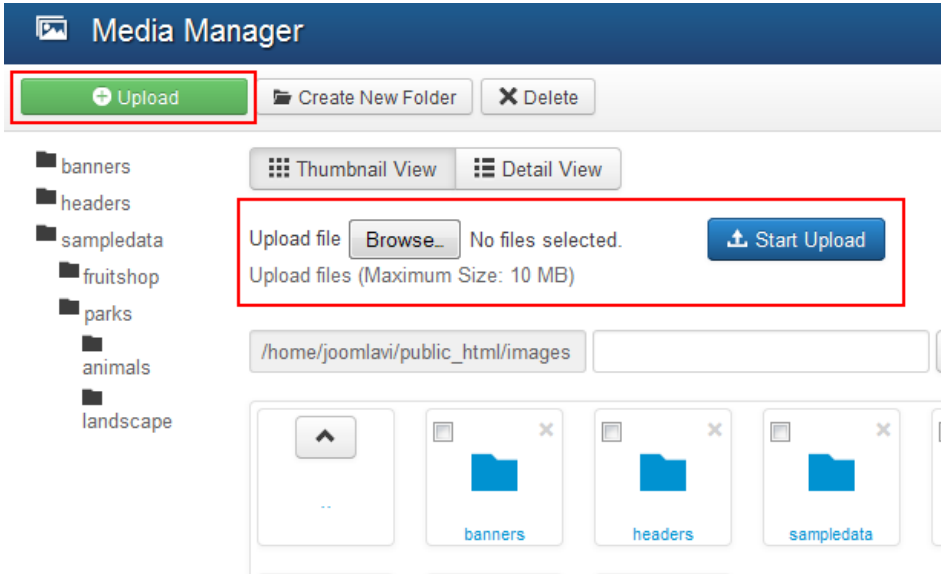
Clicking the checkbox next to a file and then clicking the Delete button will remove those files from the server. This action will work as well with folders; however, the folder must be empty before it is deleted. You can remove multiple files or empty folders at once using this method. The X in the top right of the file or folder icon can be used to delete one at a time.



The screenshot displays the Joomla! Media Manager interface. At the top, there is a dark blue header with the text "Media Manager" and a camera icon. Below the header, there is a light gray toolbar containing three buttons: "Upload" (green), "Create New Folder" (white with a folder icon), and "Delete" (white with an 'X' icon). The "Create New Folder" button is highlighted with a red box. To the left of the main content area is a sidebar folder tree, also highlighted with a red box, listing folders: banners, headers, sampledata, fruitshop, parks, animals, and landscape. The main content area has a light gray background. At the top of this area, there are two view buttons: "Thumbnail View" (selected) and "Detail View". Below these are upload options: "Upload file" with a "Browse..." button, "No files selected.", and a "Start Upload" button. Below that, it says "Upload files (Maximum Size: 10 MB)". A text input field shows the current path: `/home/joomlavi/public_html/images`, which is highlighted with a red box. At the bottom, there is a row of folder icons, also highlighted with a red box. The first icon is a gray square with an up arrow and "..." below it. The other three are blue folder icons with an 'X' in the top right corner, labeled "banners", "headers", and "sampledata".

File Uploads

The Media Manager also allows single and multiple file uploads. Clicking the green Upload button will toggle the Browse and Start Upload buttons that enable you to navigate your computer files to select single or multiple files for direct upload to your server. As with folder creation, file uploads are dependent upon your current location, so make sure you are in the folder where you want to place your images on upload. Once your files have been selected through the Browse button, simply click Start Upload to begin the upload process.



The screenshot displays the Joomla! Media Manager interface. At the top, a dark blue header contains the 'Media Manager' title and a camera icon. Below the header, a light gray toolbar features three buttons: a green 'Upload' button (highlighted with a red box), a 'Create New Folder' button, and a 'Delete' button. On the left side, a vertical sidebar lists folders: banners, headers, sampledata, fruitshop, parks, animals, and landscape. The main content area has two view toggles: 'Thumbnail View' (selected) and 'Detail View'. A central upload section (highlighted with a red box) includes an 'Upload file' label, a 'Browse...' button, the text 'No files selected.', and a blue 'Start Upload' button. Below this, it says 'Upload files (Maximum Size: 10 MB)'. A text input field shows the current path: '/home/joomlavi/public_html/images'. At the bottom, a row of folder thumbnails is visible, with the first three labeled 'banners', 'headers', and 'sampledata'.

Chapter 14

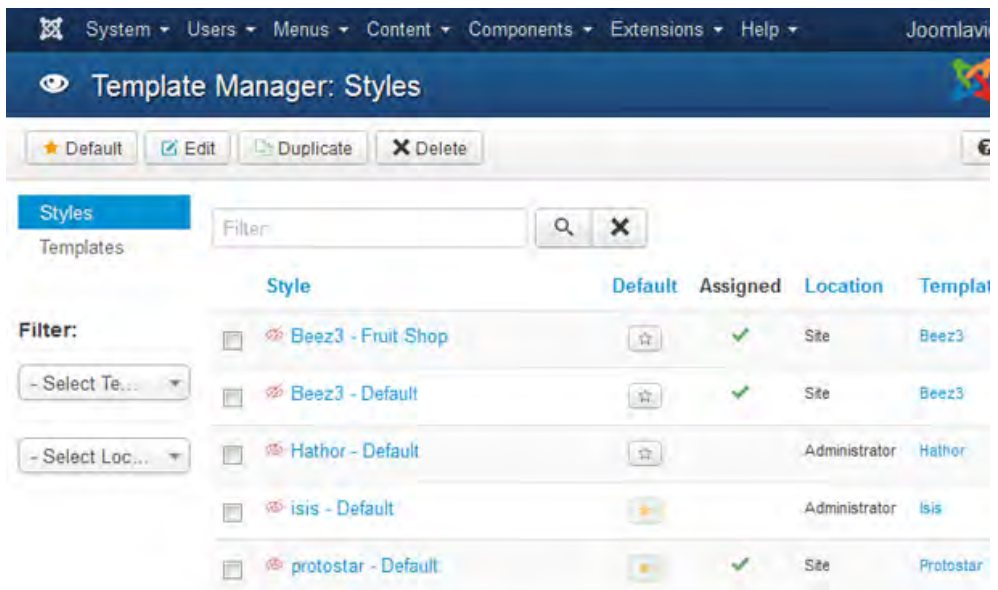
Templates

One great aspect of Joomla is that there is a wide range of Templates available, and if you are a designer or developer, you can create your own. It's also very possible to find someone to create one for you since Joomla uses widely accepted technologies in its construction.

The Template Manager

Joomla Templates are technically a type of Extension, and they are managed in the Template Manager in Administrator underneath the Extensions Menu.

You can manage a specific Template by clicking on its name in the list. You can also set the Default template, or the Template that Joomla will use for displaying your site, by clicking the star icon in the Default column. The current Default Template is shown with a gold star.



The screenshot shows the Joomla! administrator interface for the Template Manager. At the top, there is a navigation menu with options: System, Users, Menus, Content, Components, Extensions, and Help. The main header reads "Template Manager: Styles". Below the header, there are action buttons: Default (with a gold star icon), Edit, Duplicate, and Delete. A search filter box is present with a search icon and a clear 'X' button. The main content area displays a table of styles. On the left, there are two dropdown menus: "Filter:" and "Templates".

Style	Default	Assigned	Location	Templat
<input type="checkbox"/> Beez3 - Fruit Shop	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Site	Beez3
<input type="checkbox"/> Beez3 - Default	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Site	Beez3
<input type="checkbox"/> Hathor - Default	<input type="checkbox"/>	<input type="checkbox"/>	Administrator	Hathor
<input type="checkbox"/> isis - Default	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Administrator	Isis
<input type="checkbox"/> protostar - Default	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Site	Protostar

Finding Templates

There are hundreds of off the shelf Templates available for Joomla. Some are free, but the better designs are commercial, and you can expect to pay between \$30 and \$80 per Template.

A google search for Joomla 3 Template will provide many results, and you can also find a list of our recommended Templates in the Resources section of our website.

www.buildajoomlawebsite.com/resources/templates

Installing Templates

There are three common methods to installing Templates in Joomla.

1. Installing a Quickstart Package
2. Installing the Template on its own
3. Installing the Template along with supporting files

Quickstart Installation

The Quickstart installation is very similar to a normal Joomla installation. The main differences are that you download the file from a third party Joomla developer and during the installation you must choose to install the demo content, this is not optional. What you end up with is an exact replica of the developers demo on their website.

Most Template developers do provide some kind of Quickstart installation, but make sure that they do if you have any questions.

We will skip this installation method here since the process is so similar to the Joomla installation method already described.

Installing a Template Into an Existing Joomla Installation

We will go through the process of installing a Joomla Template into an existing installation. Make sure you are signed in to Administrator.

We will be installing a Template called JA Purity II from JoomlaArt.

1. DOWNLOAD the Template files by selecting the following three files

Navigate to <http://www.joomlart.com/forums/downloads.php?do=cat&id=402>

Downloads ▸ JA T3 Framework ▸ T3 Framework 2 for Joomla 2.5 & 3.2(2012 version) ▸ JA Purity II ▸ Joomla

Download: Joomla 3 & 2.5

Files in category : Joomla 3 & 2.5

<input checked="" type="checkbox"/>	File	Type	Date	Version	
<input type="checkbox"/>	JA Purity II for J25 (10.92 MB)	quickstart	12-20-2013		
<input type="checkbox"/>	JA Purity II for Joomla 3.2 (12.31 MB)	quickstart	12-20-2013		
<input checked="" type="checkbox"/>	JA Purity II template for Joomla 2.5 & 3.2 (486.7 KB)	template	12-20-2013	2.5.5	Changelog Compare
<input checked="" type="checkbox"/>	JA Extension Manager Component for J25 & J32 (563.6 KB)	component	05-10-2013	2.5.7	Changelog Compare
<input checked="" type="checkbox"/>	JA T3v2 System Plugin for J25 & J32 (1.23 MB)	plugin	12-20-2013	2.7.0	Changelog Compare

With (3) selected: [+ Download](#)

Sort By Sort Order Category Jump [Go](#)
[Show Files](#)

2. UNZIP the downloaded file to access the individual files inside
3. NAVIGATE to Extensions --> Extension Manager in Joomla Administrator
4. CLICK Browse to locate the JA Purity Template file on your computer
5. CLICK Upload & Install to install the Template

System ▾ Users ▾ Menus ▾ Content ▾ Components ▾ Extensions ▾ Help ▾

Extension Manager: Install

[Install](#) [Upload Package File](#) [Install from Directory](#) [Install from URL](#)

Update
Manage
Discover
Database
Warnings
Install languages

Upload & Install Joomla Extension

Extension package file

[Upload & Install](#)

- REPEAT steps 4 and 5 for the other two files downloaded with the Template file
- NAVIGATE to Extensions --> Template Manager
- CLICK the star icon next to the ja_purity title to set it as Default

The screenshot shows the Joomla! Template Manager interface. At the top, there are buttons for 'Default', 'Edit', 'Duplicate', and 'Delete'. Below that is a 'Styles' section with a 'Templates' tab and a search filter. A table lists several templates with columns for 'Style', 'Default', 'Assigned', and 'Location'. The 'ja_purity_ii - Default' template is highlighted with a red box, and its star icon is active, indicating it is the default template.

Style	Default	Assigned	Lo
Beez3 - Fruit Shop	☆	✓	Site
Beez3 - Default	☆	✓	Site
Hathor - Default	☆		Adr
isis - Default	☆		Adr
ja_purity_ii - Default	★		Site
The Blank & Clean JA T3 V2 Framework Template - Default	☆		Site
protostar - Default	☆	✓	Site

- REFRESH the frontend of your site to check that the Template has changed

The screenshot shows the Joomla! 3.10.1 default frontend. The header features the Joomla! logo and navigation links: Home, Site Map, Login, Sample Sites, Site Administrator, Example Pages, and Geography of Sydney. The main content area displays a welcome message and links to 'Beginners', 'Upgraders', and 'Professionals' sections.

Joomla!

Congratulations! You have a Joomla! site! Joomla makes it easy to build a website just the way you want it and keep it simple to update and maintain.

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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 administrator account you created when you installed Joomla.

[READ MORE: BEGINNERS](#)

Upgraders

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 improvements have been made.

Professionals

Joomla! 3 continues development of the Joomla Platform and CMS as a powerful and flexible bring your vision of the web to reality. With administrator interface and adoption of TV Bootstrap, the ability to control its look and management of extensions is now complete.

[READ MORE: PROFESSIONALS](#)

YOU ARE HERE: HOME

There are often many different settings that are available with a new Template, and because this is open source software, it isn't always the same for each developer. Make sure to read through the documentation available for the Template that you are installing so you know what features are available to you.

There is a documentation link available for JA Purity on the following page:

<http://www.joomlart.com/joomla/templates/ja-purity-ii>

Chapter 15

Extensions

Joomla provides all the functionality you need for a simple site, but if you require some specific functionality you can often find what you need with an Extension from a third party developer. There are thousands of these Extensions, some of which are free, while others are sold for anything between a few dollars and a couple of hundred dollars. As Joomla is open source and written using the popular PHP language, it's also possible to write your own Extensions if you have those skills, or you can find a developer to do this for you.

The Five Types of Extensions

Components

You can think of Components as applications. These often provide complex functionality. Examples of Components include image galleries, online shopping carts and membership sites. These are often quite complex and require that you carefully read the supplied documentation.

Modules

We have already explored Modules back in lesson 12. As you know, they are managed through the Module Manager and provide a way to manage and display secondary content on your website. Examples of Modules are navigation menus, search boxes and registration forms.

Plugins

As their name suggests, Plugins add content or functionality to a page or content item. Some Plugins work in the background of a page and can add additional code, such as Google Analytics tracking. Other Plugins may be activated within a specific type of Article or Module, for instance to provide commenting to an Article.

Templates

You are also already familiar with Templates, which provide different layouts for a website and are managed through the Template Manager.

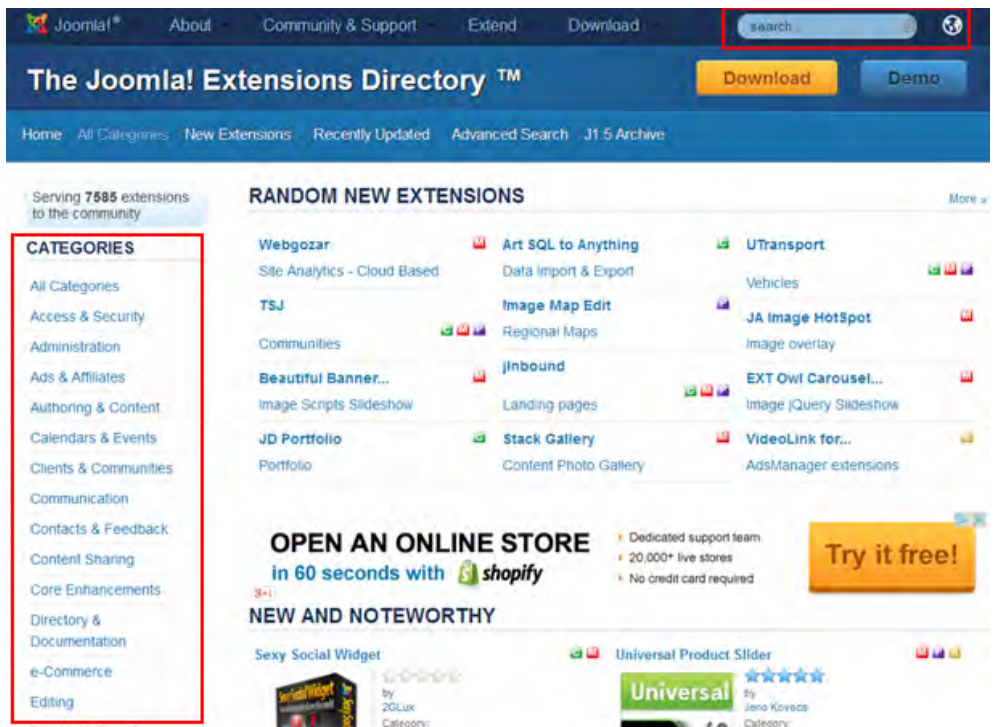
Languages

There are two considerations when it comes to multilingual Joomla websites. The first is the default text that Joomla outputs in various places. The Language Manager page in Administrator allows you to install language packs and change the default language of the site. The second consideration for multilingual sites is creating versions of each content item for each required language and setting the site up to allow visitors to display their desired language. This is an advanced topic that is not covered in this course.

Finding and Choosing Extensions

The majority of Joomla extensions are listed on the Joomla Extensions Directory at extensions.joomla.org.

You can navigate through the site using either the search bar in the top of the page or the sidebar Categories to the left.



What to Consider When Choosing Extensions

1. Compatibility with your current version of Joomla. Each listing will have one or more icons showing what versions of Joomla it is compatible with. Pay close attention to this as the wrong version of an Extension can cause your site to stop working.
2. Community Ratings and Reviews. These can tell you a lot about the quality of both the Extension itself as well as its developer. If there are many bad reviews stating that support is poor, you may want to skip that one.
3. Commercial (paid) vs. Non-Commercial (free). Some free software on the JED (Joomla Extension Directory) is excellent. However, there are times where paid Extensions have better support and more extensive development and testing. Weigh your budget along with the other two issues above.

Installing Extensions

You're already familiar with the process of installing Extensions from the Templates chapter. Installing any Extension will follow the same steps.

Remember, the process of installing and configuring Extensions varies depending on whether or not you need to extract some files first. So it's always a good idea to read the documentation from the developer.

The basic process is:

1. Find a suitable solution
2. Download the files
3. Possibly extract the contents of the download
4. Install the Extension
5. Configure the Extension

Chapter 16

Conclusion

Well, congratulations on choosing to learn Joomla the fast and easy way. You now know everything necessary to build a basic Joomla website, but this is just the start of your Joomla journey.

Recommended Joomla Sites

Right now, you probably want to get started, but at some stage you'll almost certainly need some help. So here are some great ways to make your Joomla journey more comfortable. The best place to get help is the Joomla forum at forum.joomla.org. This contains literally millions of posts so there is a good chance that your question has already been answered.

The next place to visit is the Extensions Directory mentioned in the previous lesson at extensions.joomla.org.

Another section at Joomla to check out is the Resources Directory and you'll find this at resources.joomla.org. This includes contact details for third party organisations that provide Joomla services such as Templates, hosting, development and support.

Finally, have a look under the "Community" menu and you'll find a link to "Joomla! User Groups" where you might find a group of Joomla people in your local area. This is a great way to accelerate your learning as you network with like-minded people who can help you overcome challenges. The community pages also include the Joomla Magazine which is full of Joomla news and advice.

Build a Joomla Website

We have a bunch of ways to help you too, so if you're not there already, please visit us at www.buildajoomlawebsite.com. We run our own forum which is tiny compared to the Joomla forum, but it is another great way to get help as both myself, our team and other students regularly visit to help out beginners and experienced developers alike. This is also a great place to bounce around ideas, and our paid members have a special area where we guarantee that every question gets answered.

Also check out our blog and newsletter which contains even more tutorials, news, interviews, contests and as much information as we can gather to improve your Joomla experience.

And finally please consider our advanced Joomla tutorials. Our Beyond the Basics course takes you...well...beyond the basics of this course. The main course in this bundle is a six hour course called How to Build a Joomla 3 Website from scratch. This takes you through every step from understanding websites, choosing a domain name and website planning through advanced ways of creating primary and secondary content as well as using popular Extensions.

The bundle also includes courses on all the features of Joomla, search engine optimisation, forms, email marketing, ecommerce, membership sites and a whole lot more. With over 150 lessons and more being added all the time, Beyond the Basics is a fantastic value. It's not a subscription, and you get lifetime access, lifetime updates, lifetime support and a lifetime guarantee.

Well, I hope you've learnt a lot from this free course. You might like to head to our forum now and write a post in the introduction category so I can say "Hi." I look forward to seeing your first Joomla website.

Bye for now.

