Creating a new page

Website · https://horshamu3a.org.au/docs/creating-a-new-page/

Pages are used to structure the website similar to chapters in a book. You can have as many pages as you like in your website. Pages are used to hold content, create menu items and more.

To create a new page

From the menu on the left, go to PAGES. This will display a lit of all pages currently on the site. Click ADD NEW button up the top. This will open the editor. Give you page a name. You can now type your content, add images or hyperlinks using the formatting options from the formatting bar.

[new page]

Set Page Attributes

On the right hand side of the screen you can choose the PAGE ATTRIBUTES. This will allow you to set the page as a main page or as a "child" in a group of pages. For example, you may have a main page called "Courses" and you could create other pages for specific courses such as "Photography". To set a "child" page, under page attributes, Click the arrow next to PARENT and select your main page you with the child page to appear under. If you are creating a main page, you do not need to set anything and can just leave this as the default.

[page attributes]

Append a Ninja Form

If you need to include a form in your page, you can do this using the Ninja Forms Plugin. Click the drop down arrow and choose the required form from the Ninja form library.

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Note: You will need to have already created the form to be able to include it with your page.
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If you do not need to use a form on the page, you can leave this section at the default.

Editor

Elementor Page Builder Professional Version has been included for you to use. This is generally used to create the layout of the page as it looks nicer than the Block editor that is provided by

WordPress. There are instructions further on in this documentation as to how to use Elementor to layout and design your pages.

If however you just want something simple to use, I've installed the Classic Editor. This means you just need to have a title (heading) for your page and can add the content such as text or images using the simple Media library.