

Joomla! 1.5: Quick Start Guide

Table of Contents

Table of Contents	.2
Introduction	.3
XAMPP Setup	.4
Download & Unzip Joomla!	.6
Joomla! Installation	8
Sections, Categories, and Articles1	<u>10</u>
<u>Users</u>	<u>15</u>
Web Links	<u>18</u>
News Feeds	<u>19</u>
<u>Menu2</u>	<u>20</u>
Home	<u>20</u>
Categories	<u>22</u>
Contact	<u>25</u>
Web Links	<u>28</u>
News Feeds	<u>31</u>
Search	<u>34</u>
Modules	<u>37</u>
Syndicate	<u>37</u>
Login	<u>39</u>
Newsflash	<u>41</u>
Breadcrumbs	<u>44</u>
Templates	<u>46</u>
Further Resources	<u>49</u>

Introduction

Hello there! Today, we are going to walk you through setting up your first Joomla! website. In this demonstration, you are going to help set up a website for a landscaping company. In your meeting with the company's president, he described that he would like a section dedicated to trees, another for bushes, and a final for grasses. He would like his own section that will be dedicated to company reports and such. The front page will be reserved for specific material. You also need a section for links, a search page, and a page dedicated to news feeds relevant to landscaping. The public relations director also requested that news feeds be made available for the front page.

In this guide, you will be setting up a website to meet these needs in no time at all!

Sections, Categories, and Articles

One of the most important parts of a website is the content. Now that we have a blank site setup, let us get some articles on the site! Articles are sorted in two ways: sections and categories. Sections can contain numerous categories, and categories can contain numerous articles.

1. To add a section to your website, go to <u>http://localhost/joomla15/administrator</u> and log in with the username "admin" and the password you specified during the installation.

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Joomlai is Free Software released under	the GNU/GPL License.

2. To begin managing sections, click on section manager:

- 3. Click on "New" on the Joomla! toolbar.
- 4. Insert a title and description for the section and then press "Save" on the toolbar.
- 5. Create as many sections as you need. Use sections to group generally similar items together into groups. For our landscaping site, add a section for "Corporate" and a section for "Products."
- 6. Click on "Content" on the menu and select "Category Manager" when you are done with sections.

7. Follow the same steps to create categories, assigning each to one of the sections created above. Use categories for more specific groupings. For the "Products" section, create a category for "Trees," "Bushes," and one for "Grasses." Under "Corporate," create a "President" category:

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- 8. Finally, we need to create some articles. Click on "Content," then "Article Manager," and select "New" from the toolbar.
- 9. This is the article screen. There are a lot of different things you can do here:
 - Add a title for the article, and put it into a section and category.
 - You have the option to publish or un-publish your article, as well as the choice whether to display the article on the front page.
 - The large box is for the article's contents.
 - You can use the "page break" button to divide the article into pages.
 - You can use the "read more" to divide the article into the section to display in a summary view and full view.
 - You can use the "image" button to insert an image into your article using the simple upload form in combination with Joomla!'s media manager.

10. For the landscaping website, create five different articles in each of our categories. Use the "read more" button to divide each article into introductory information and then full content. From each category, choose two items to display on the front page using the "Front Page" toggle switch:

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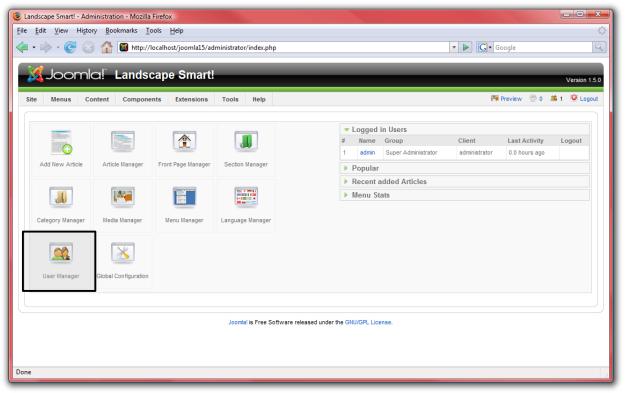
11. When you are done typing each article, click "Save" to save it and return to the article manager, or "Apply" to save it and continue editing. If you selected "yes" for "Front Page," then your article will show up on the home page: <u>http://localhost/joomla15/</u>:

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Users

Next, the company president as well as the public relations director and product manager are all going to need to be able to edit the website, so we need to create logins for them.

- 1. First, go to <u>http://localhost/joomla15/administrator</u> and log in with the username "admin" and the password you specified during the installation. If you are already logged in, go to the "Site" menu and select "Control Panel."
- 2. Click on "User Manager:"



3. Click on "New" from the Joomla! toolbar.

4. Enter details for each user you wish to create. Give both the president and public relations director the group level "Administrator" so that they can make changes to the site. Give the product manager the "Manager" group level so that he can add products but not make changes to the website:

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- Manager - Administrator - Super Administrator	No Contact details linked to this User: See Components +Contact + Manage Contacts for details.
Done	

- 5. Press "Save" when you are done creating each user.
- 6. Next, we need to set up a way for visitors to the site to contact the president, PR director, and product manager. From the "Components" menu, select "Contacts" and then "Categories."
- 7. Create a new category titled "Corporate" and press "Save."
- 8. Click on the "Contacts" button and then press "New."

9. Create four different contacts—one for the president, one for the PR director, one for the product manager, and one for yourself: the web master. Be sure to include their e-mail addresses and positions within the company. Place each user inside of the "Corporate" category that we created earlier and link each contact to the user that we created earlier:

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Information		Country	◎ Hide ● Show
Contact's Position:	President	Telephone	◎ Hide
	msmith@landscapesmart.com	Mobile Phone Number	◎ Hide
Street Address:	1011 S. Broadway St.	Fax	Hide Show
	-	Web URL	Hide Show
		Miscellaneous	Hide Show
Town/Suburb:	Denver		Hide Show
State/County:	Colorado		 Hide Show Hide Show
Postal Code/ZIP:	80203	Advanced Parameter	
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Web Links

In your briefing from the President, he wanted a section for links to landscaping resources. Let us go ahead and get that set up.

- 1. First, go to <u>http://localhost/joomla15/administrator</u> and log in with the username "admin" and the password you specified during the installation. If you are already logged in, you do not need to do this again.
- 2. From the "Components" menu, select "Web Links" and then "Categories."
- 3. Press "New" and create a category for "Landscape Information," then press "Save."
- 4. Click on the "Links" button.
- 5. Click "New" to create a new link. Create links for information about landscaping information. Press "Save" to save your link. Add a few links to the "Landscaping Information" category. Web links are things such as:
 - <u>http://www.joomla.org</u>
 - <u>http://www.google.com</u>
 - <u>http://www.deere.com</u>

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News Feeds

The president also requested a section to display news feeds from other landscape sites.

- 1. First, go to <u>http://localhost/joomla15/administrator</u> and log in with the username "admin" and the password you specified during the installation. If you are already logged in, you do not need to do this again.
- 2. From the "Components" menu, select "News Feeds" and then "Categories."
- 3. Press "New" and create a category for "Landscaping," then press "Save."
- 4. Click on the "Feeds" button.
- 5. Click on "New" to add a news feed. Search around the Internet to find a few RSS feeds with landscaping information. Then name the feeds and add the URL of the RSS feed in the "Link" box. Make sure each is in the "Landscaping" category and choose the number of articles to display from this news feed. Some examples of news feeds may be:
 - http://www.joomla.org/index.php?option=com_jd-wp&Itemid=105&feed=rss2

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Name	Consumer News Today: Landscaping					Ξ
Alias						
Published	🔘 No 🖲 Yes					
Category	Landscaping 🗨					
Link	http://consumer.einnews.com/rss/news/landscaping					
Number of Articles						
Cache Time						
	New items default to the first place. Ordering can be changed after this item is saved.					
RTL Feed						
Done						

<u>http://consumer.einnews.com/rss/news/landscaping</u>

6. Click "Save" when you are done to save the news feed. Add a few different news feeds to the "Landscaping" category.

A website will not do you much good unless there is a menu to help users navigate to different pages. Joomla! has a built-in system for managing menus. This system is built around the three types of information in Joomla!—components, modules, and plugins. If Components are the main information in Joomla! and are driven by menus. If you look at the front page of your site, you can see only the front page articles. The contact information, web links, news feeds, and articles not published on the front page are not visible. This is because each page displays one component at a time. Let us add the components we have already configured to the site:

- 1. First, go to <u>http://localhost/joomla15/administrator</u> and log in with the username "admin" and the password you specified during the installation. If you are already logged in, you do not need to do this again.
- 2. From the "Menus" menu, select "Main Menu."

Home

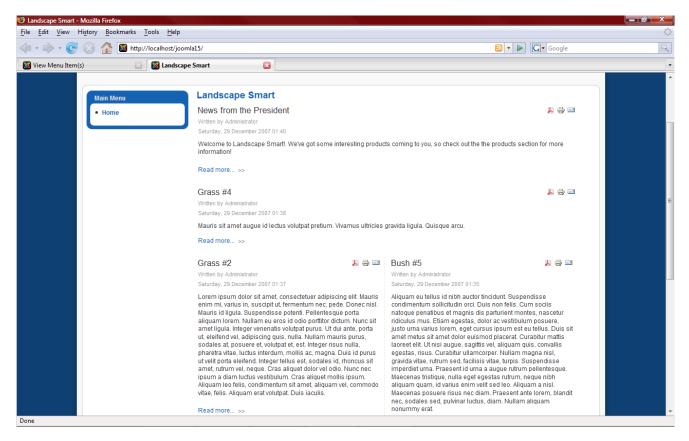
Already on the menu is the default "Home" link, which provides access to articles to which you have enabled the "Front Page" option. You can click on "Home" to edit many of its settings including the name of the home page as well as the number of articles that are displayed.

- 3. Click on "Home" to configure the home page.
- 4. In the "Parameters Basic" area, there are a number of different options you can configure:
 - "# Leading" is the number of article intros to display on the front page with a "read more" link to see the entire article. These articles will stretch the entire width of the news box.
 - "# Intro" is the number of article intros to display on the front page with a "read more" link to see the entire article. These articles will fill only the width of one column, not the entire page.
 - "Columns" is the number of columns in which articles are display.
 - "# Links" is the number of articles to display only as links at the bottom of the page.
- 5. In "Parameters Advanced" make sure that "Show a Feed Link" is enabled. This will make the front page accessible by an RSS news feed.

6. In "Parameters – System," enter a title for the page inside of the "Page Title" field. This will display in the browser's header as well as in the header for that page in the document. For this website, enter "Landscape Smart" to replace the "Welcome to the Frontpage!" text:

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The Standard Front Pao	e Blog Layout displays Articles, that have been set as Front Page Articles, in a Blog format.	# Intro	
		Columns	
- Menu Item Details -		# Links	
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Alias:			No, Order by Primary Order Only
	index.php?option=com_content&view=frontpage	Primary Order	Default
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		Parameters - System Page Title	Landscape Smart
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7. Click "Save" to finish setting up the home page. Go to <u>http://localhost/joomla15</u> to see the results of your changes:

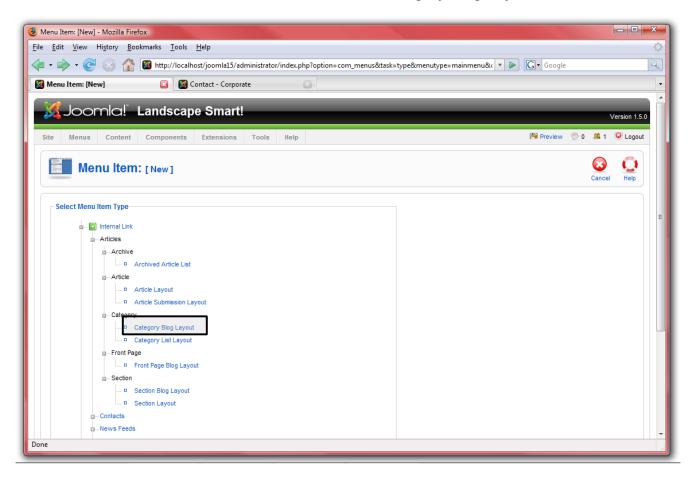


Categories

Next, we need to create four links to the "Trees," "Bushes," "Grasses," and "President" categories that we created:

1. From the "Menus" menu, select "Main Menu."

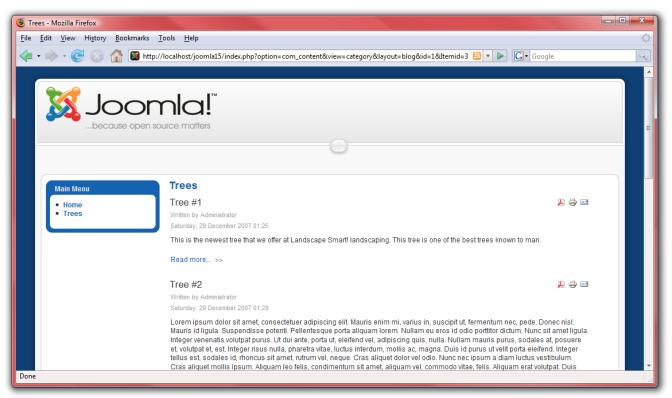
2. Click on "New," select "Articles" and then "Category Blog Layout."



 Under "Parameters – Basic" select one of the four categories we created. Name the menu item accordingly. Adjust the settings similarly to the "Home" item and make sure to include a feed link in "Parameters – Advanced." Title the page in "Parameters – System." You also may want to change the "Primary Order" to "Title – Alphabetical" in "Parameters - Advanced:"

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Category Blog Lay	Change Type	Category	Products/Trees
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This layout displays an Article	Category in biog format.	Description Image	Hide Show
Menu Item Details			
	Trees	# Leading	
Alias:		# Intro	
	index.php?option=com_content&view=category&layout=b	Columns # Links	
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4. Click "Save" and check out the site for the results:



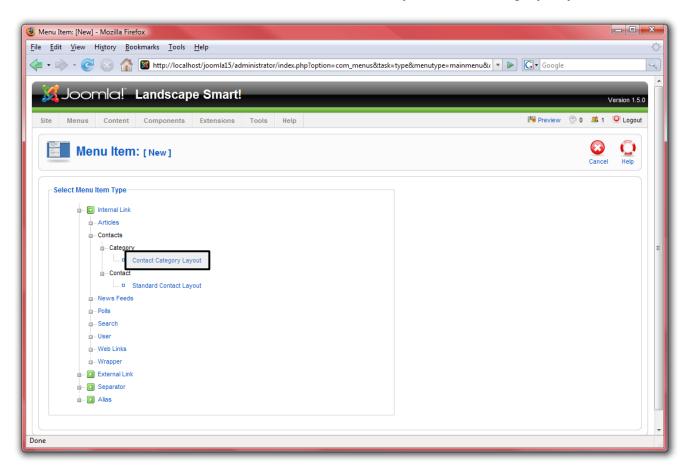
5. Repeat these steps for "Bushes," "Grasses," and "President."

Contact

Next up, we need to add a link to the "Contact Us" page:

1. From the "Menus" menu, select "Main Menu."

2. Select "New," then click "Contacts" followed by "Contact Category Layout:"



3. Name the page "Contact Us" and select "Corporate" for the category. There is no need for a news feed from this page, so disable that option. Under "Parameters – System," make sure to name the page "Contact Us:"

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Menu Item: [New]		Save Apply Cancel Help
r Menu Item Type	Parameters - Basic	
Change Type	Select Category	Corporate 💌
Contact Category Layout	Contact Image	- None Selected -
The Contact Category Layout displays all the published Contacts in a given Category.	Image Align	C Left Right
Menu Item Details		
Title: Contact Us	Limit Box	● Hide ○ Show
Alias:	Show a Feed Link	No 🛇 Yes
Link: index.php?option=com_contact&view=category	Parameters - Compo	onent
Display in: Main Menu 💌	▼ Parameters - System	1
Parent Item: Top A Home	Page Title	Contact Us
	Show Page Title	🔘 No 🖲 Yes
	Page Class Suffix	
	Menu Image	- None Selected -
Published: O No O Yes	SSL Enabled	◯ Off
Order: New items default to the last place. Ordering can be changed after this item is saved.		
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Done		ai ai

4. Click "Save" and check out the site for the results:

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	1 Kevin Hayne	Webmaster				
	2 Mark Smith	President				
	3 Lisa Jones 4 Aaron Lee	Public Relations Director				
	4 Aaron Lee	Product Manager/Sales	« Start Prev 1 Next End »			
					Page 1 of 1	
						.
Done						

Web Links

Our next component is "Web Links:"

1. From the "Menus" menu, select "Main Menu."

2. Click on "New," select "Web Links" and then "Category List Layout:"

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 Name the page "Web Links" and select "Landscape Information" for the category. There is no need for a news feed from this page, so disable that option. Under "Parameters – System," make sure to name the page "Web Links:"

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Menu Item:	: [New]		😢 🖌 🔯 Save Apply Cance	I Help
Menu Item Type Category List Layo This layout shows a list of all th	Let Change Type Change Type Provide the Web Links within a particular Category.	Show a Feed Link		E
Menu Item Details		Parameters - Composition		
Title:	Web Links	 Parameters - System Page Title 		_
Alias:		Show the Page Title		
Link:	index.php?option=com_weblinks&view=category	Page Class Suffix		
Display in:	Main Menu 💌	rugo oldoo odinik		
Parent Item:	Top A Home Trees	Menu Image	- None Selected -	
	Bushes Trees President Contact Us	SSL Enabled	© Off ⊛ Ignore © On	
Published:	🔘 No 🖲 Yes			
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Done				

4. Click "Save" and check out the site for the results:

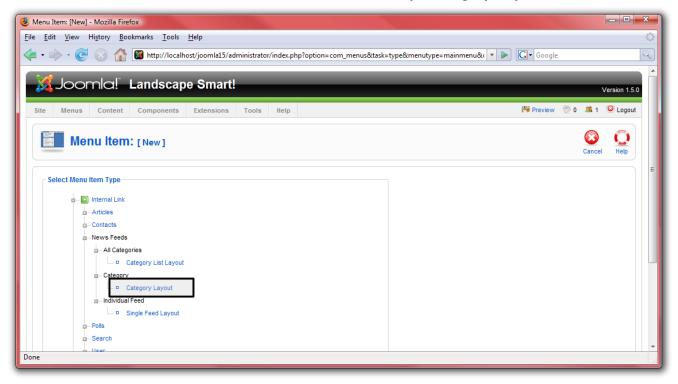
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News Feeds

The next menu item we need to add is "News Feeds:"

1. From the "Menus" menu, select "Main Menu."

2. Click on "New," select "News Feeds" followed by "Category Layout:"



3. Name the page "Landscaping Feeds" and select "Landscaping" for the category. Under "Parameters – System," make sure to name the page "Landscaping Feeds:"

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Menu Item Type	 Parameters - Basic 		
Change Type	Category	Landscaping	=
	Show Limit Box	C Hide () Show	
This layout shows a list of News Feeds in a Category.	Parameters - Comp	onent	
Menu Item Details	Parameters - System	n	
Title: Landscaping Feeds	Page Title	Landscaping Feeds	
Alias:	Show the Page Title	◎ No ● Yes	
Link: index.php?option=com_newsfeeds&view=category	Page Class Suffix		
Display in: Main Menu 💌			
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4. Click "Save" and check out the site for the results:

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Search

The last menu item we need to create is the "Search" page:

1. From the "Menus" menu, select "Main Menu."

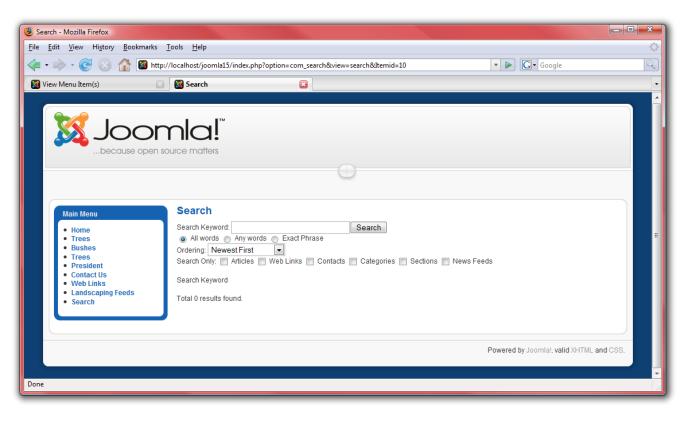
2. Click on "New," select "Search" and then "Search:"

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Menu Item: [New]	Cancel Help
Select Menu Item Type	E
- Articles	
a Contacts	
n-News Feeds	
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Done	

3. Name the page "Search." Under "Parameters – System," make sure to name the page "Search:"

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Menu Item: [New]	Save Apply Cancel Help
Menu Item Type	▶ Parameters - Basic
Change Type	Parameters - Component
The standard Search layout displays the Search Form and result.	Parameters - System
The standard Search layout displays the Search Form and result.	Page Title Search
Menu Item Details	Show the Page Title O No O Yes
Title: Search	Page Class Suffix
Alias:	
Link: index.php?option=com_search&view=search	Menu Image - None Selected -
Display in: Main Menu 💌	
Parent Item: Top	SSL Enabled Off Ignore On
Done	

4. Click "Save" and check out the site for the results:



Modules

The next type of content in Joomla! are modules. Modules are sections that lie in predefined boxes along each page around the main content. These boxes may be such things as "left," "right," or "footer." The menu displayed on the front page is one example of a module. For this website, let us add a few helpful modules:

- 1. First, go to <u>http://localhost/joomla15/administrator</u> and log in with the username "admin" and the password you specified during the installation. If you are already logged in, you do not need to do this again.
- 2. From the "Extensions" menu, select "Module Manager."

Syndicate

This is the module manager page. From here, you can manage which modules display on each page. First off, let us add a module to show the RSS feed that we created for the front page:

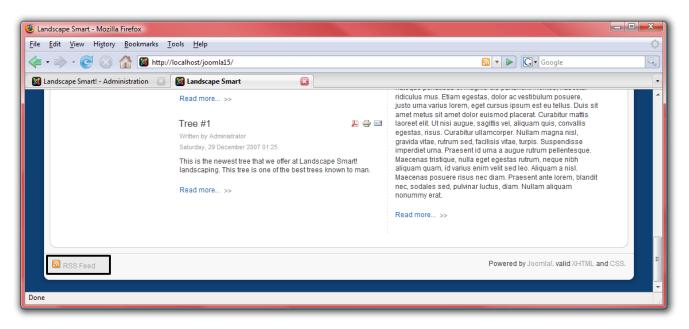
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© Feed Display	© Footer	
© Latest News	© Login	E
Menu	C Most Read Content	
◎ Newsflash	© Poli	
Random Image	Related Articles	
© Search	© Sections	
© Statistics	Syndicate	
O Who's Online	© Wrapper	
Done		

3. Click on "New," then select "Syndicate" and click "Next:"

4. Type a name for the syndicate box. Select a position to display your syndicate module in: usually "left" or "right." For this module, the default template has a special "syndicate" section. These sections are defined in the template, which we will get to next. Under menu assignments, choose "Select Menu Item(s) from the List" in order to pick the pages on which the syndicate module will be available:

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Details Module Type: mod_syndicate Title: RSS Show Title: N @ Yes Position: yndicate Order: Chain Meru Access Levei: Projectered Bypediate Module that creates a Syndicated Feed for the page where the Module is displayed. Menu Assignment Menus Menu Selection: Main Merus Trees Trees Trees Tr	Module: rs				B		8	Ô	^
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Web Links Landscaping Feeds	Menu Selection:	Home Trees Bushes Trees							
Done		Contact Us Web Links							
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5. Click "Save" and check out the site for the results:



Login

Great! Now, let us add a login box so that the users we set up earlier can easily access the site.

1. From the "Extensions" menu, select "Module Manager."

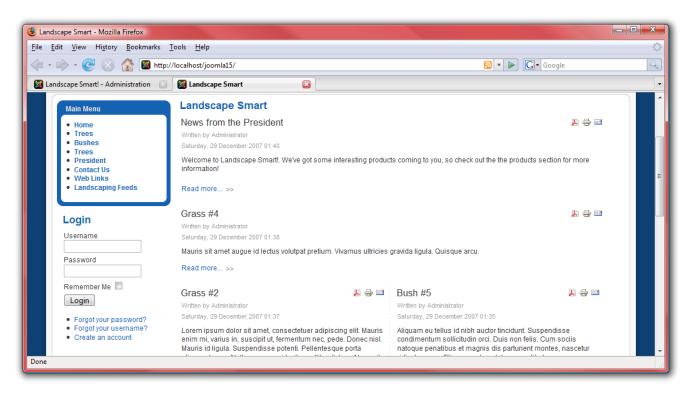
2. Click on "New," then select "Login" and click "Next:"

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Random Image	Related User registration is enabled, (refer to the				
© Search	Global Configuration settings), then O Sections another link will be shown to invite Users				
© Statistics	© Syndicate				
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ttp://localhost/joomla15/administrator/index.php?option=com_modules&task=edit&module=mod_login&created=1&client=0					

3. Configure this module with the name "Login" and choose the "left" position. This will display the module immediately below the menu. We do want this module to appear on all pages, so there is no need to change these settings:

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Module: [Edit]			Save	Apply	Cancel	Q Help	
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Module Type: mod_login	▼ Module Parameters						
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Position: eft							
Order: 0::Main Menu 💌	Pre-text						
Access Level: Public A Registered Special V	FTG-LOAL						
ID: 0							
Description: This Module displays a username and password Login form. It also displays a link to retrieve a forgotten password. If User registration is enabled, (refer to the Global Configuration settings), then another link will be shown to invite Users to self-register.	Post-text						
ie	Login Dodicoption Dago	Calaat kaan					L

4. Click "Save" and check out the site for the results:



Newsflash

For another module, let us add a "Newsflash" module. This module displays a random article from a specific category. For this demonstration, the "Newsflash" module will display news from the president:

1. From the "Extensions" menu, select "Module Manager."

2. Click on "New," then select "Newsflash" and click "Next:"

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© Latest News	© Login	© Login				
© Menu	C Most Read Content	C Most Read Content				
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© Random Newsflash	C Related Articles					
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Category upon each page refresh. It may Statistic also display multiple Articles in a horizontal or vertical configuration.	C Syndicate					
© Who's Online	O Wrapper					
http://localhost/joomla15/administrator/index.php?option=com_modules&task=edit	&module=mod_newsflash&created=1&client=0					

3. Name the module "Latest News" and choose the "Top" position in order to display this next to the logo. Choose the "President" category to display updates from the president in this module. Make the title linkable so that the reader can view the full article after clicking on the title and mark "Yes" in "Article Title" to show the title of the article:

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	Module: [Ed	dit]		Save Ap	pply Cancel	Q Help		
	Details		Parameters					
	Module Type:	mod_newsflash/	Module Parameters					
	Title:	Latest News	Category	Corporate/President		=		
	Show Title:	◎ No ⑧ Yes	Layout	Randomly choose one at a time 💌				
	Enabled:	No les	Show Images	◯ Yes ◉ No				
	Position:		Title Linkable	Yes				
	Order:	0::Main Menu 💌	Read moreLink	Hide Show				
	Access Level:		Article Title	Yes 💌				
		Registered Special T	# of Articles					
	ID:	0	Module Class Suffix					
	Description:	The Newsflash Module randomly selects one of the published Articles from a Category upon each page refresh. It may also display multiple Articles in a horizontal or vertical configuration.	Advanced Parameter	ers				
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4. Click "Save" and check out the site for the results:

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		News from the President Welcome to Landscape Smart! We've got some interesting products coming to you, so check out the the products section for more information! Read moreLink	
Main Menu • Home • Trees • Bushes • Trees • President • Contact Us • Web Links • Landscaping Feeds	Landscape Sn News from the P Written by Administrator Saturday, 29 December J Welcome to Landscap information! Read more >>	resident 🔉 🗦 🖻	*
	Read more >>		-

Breadcrumbs

Let us add one final module, the "Breadcrumbs" module. This module helps users navigate the site.

- 1. From the "Extensions" menu, select "Module Manager."
- 2. Click on "New," then select "Breadcrumbs" and click "Next:"

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st F ate tio	ated Articles		

3. Name the module "Breadcrumbs" but disable the title in the "Show Title" setting. Leave the rest of the settings the same:

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Details		Parameters						
Module Type:	mod_breadcrumbs	Module Parameters						=
Title:	Breadcrumbs	Show Home	🔘 No 🖲 Yes					_
Show Title:	No Ves	Text for Home entry	Home					
Enabled:	No le Yes	Text Separator						
Position:	left	Module Class Suffix						
Order:	0::Main Menu 💌	Advanced Parameter	ers					
Access Level:	Public A Registered Special V							
ID:	0							
Description:	This Module displays the Breadcrumbs							
Done		1						. ▼

4. Click "Save" and check out the site for the results. Navigate around to different pages to see how the breadcrumbs change:

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Home >> Contact Us >> Lisa Jones	First Store Opens! Our first store has opened! Come visit us in downtown Denver, Colorado! For a map and more details, click the "Re More" button! Read moreLink	ad E
Main Menu - Home - Trees - Bushes - Trees - President Contact Us Lisa Jones Public Relations Dire	ctor	
Done		

Templates

Templates allow you to define the look and feel of your Joomla! website. Joomla! ships with two default templates, but many more can be found at <u>Joomla.org</u>.

- 1. First, go to <u>http://localhost/joomla15/administrator</u> and log in with the username "admin" and the password you specified during the installation. If you are already logged in, you do not need to do this again.
- 2. From the "Extensions" menu, select "Template Manager."

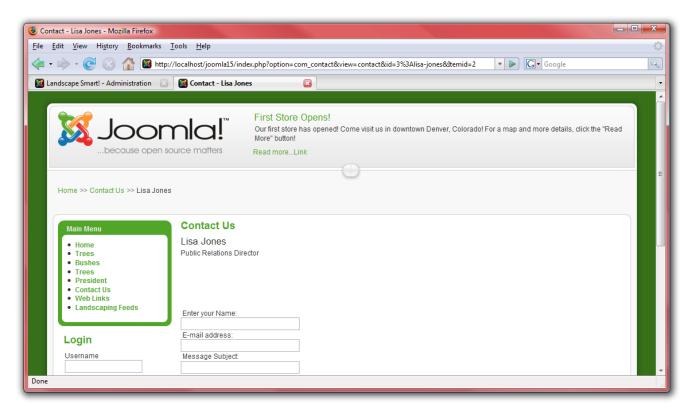
The template selected with the star is the current template. To change to a different template, select the template you wish to use and click on "Default." For the landscaping website, the "rhuk_milkyway" template will fit well:

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	Icomial is Free Software		19 February 2007 11/20/06 End Page 1 of 1 WGPL License.	Angie Radtke/Robert Deutz Andy Miller			

3. Click on "rhuk_milkyway" in order to edit some of the settings for the template. Because this is a landscaping website, let us change the color scheme to green:

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Template:	[Edit]	Preview Edit HTML Edit CSS Save Apply Close Help
Details Name:	RHUK Milkyway template	Parameters The Parameter-File \templates\rhuk_milkyway\params.ini is Writable!
Description:	MilkyWay is a fresh new template for Joomla! The clean design of	Color Variation Blue
	this template makes it very lightweight and fast.	Background Variation Green
Menu Assignment		Template Width Fluid with maximum
Menus:	Cannot assign Default Template	
Done		
Done		

4. Take a look to see how the look and feel of the site has changed:



- 5. Next, on the edit page, click on "Edit HTML" in order to adjust the template itself.
- 6. Remember when we put modules in? Each module was placed into a specific section. These sections are defined in the template. For example, the "top" position is defined by this code: <jdoc:include type="modules" name="top" />.

Further Resources

With all of this completed, and only a short amount of work with Joomla!, you have a professional looking web page that meets all of the requirements from the company. In no time at all, you will be getting a nice big pay check for doing just a few hours of work on the website! Chances are, you are going to want to go further and do more with Joomla!. Check out some of these resources to help you further your Joomla! experience:

- <u>http://forum.joomla.org</u> Sign up for the forums, search, and ask questions, even helping others if you are able!
- <u>http://help.joomla.org</u> Find more documentation and training information.
- <u>http://extensions.joomla.org</u> Find lots of very cool extensions to further enhance your Joomla! websites.
- <u>http://www.joomla.org</u> Find a way to give something back to the community!

Enjoy!