



## Checklist 3: Installing and Configuring a Theme on WordPress

Project Name: \_\_\_\_\_ Date: \_\_\_\_\_

	Yes	No
1 Determine the style and modality of the theme you intend to outlay on your Wordpress website.	<input type="checkbox"/>	<input type="checkbox"/>
2 Make sure that the theme you are choosing corroborates with the type of website you have; this means taking a look at the content, style, and category of the Wordpress website you intend to make.	<input type="checkbox"/>	<input type="checkbox"/>
3 The first option is using a free theme from the WordPress directory; when you open the Wordpress website, you will see several options that will allow you to pick and choose between various themes.	<input type="checkbox"/>	<input type="checkbox"/>
4 Make sure that the theme you select is also in line with the formatting of the website you intend to make.	<input type="checkbox"/>	<input type="checkbox"/>
5 The second option is using a paid theme from the <a href="http://www.themeforest.net">www.themeforest.net</a> ; when you open the ThemeForest website, you will see several options that will allow you to pick and choose between various themes.	<input type="checkbox"/>	<input type="checkbox"/>
6 Once your select the theme, install and activate it through the Wordpress dashboard. In your WordPress Dashboard menu on the left, click Appearance and Themes.	<input type="checkbox"/>	<input type="checkbox"/>
7 Click Add New	<input type="checkbox"/>	<input type="checkbox"/>
8 If working with a Free theme you'll be able to search the database and install from here.	<input type="checkbox"/>	<input type="checkbox"/>

*Notes*



## Checklist 3: Installing and Configuring a Theme on WordPress

- 9 If working with a Paid theme you'll need to upload the zip file by clicking "Upload Theme".
- 10 After installed a theme (paid or free) you must click activate theme.

*Notes*