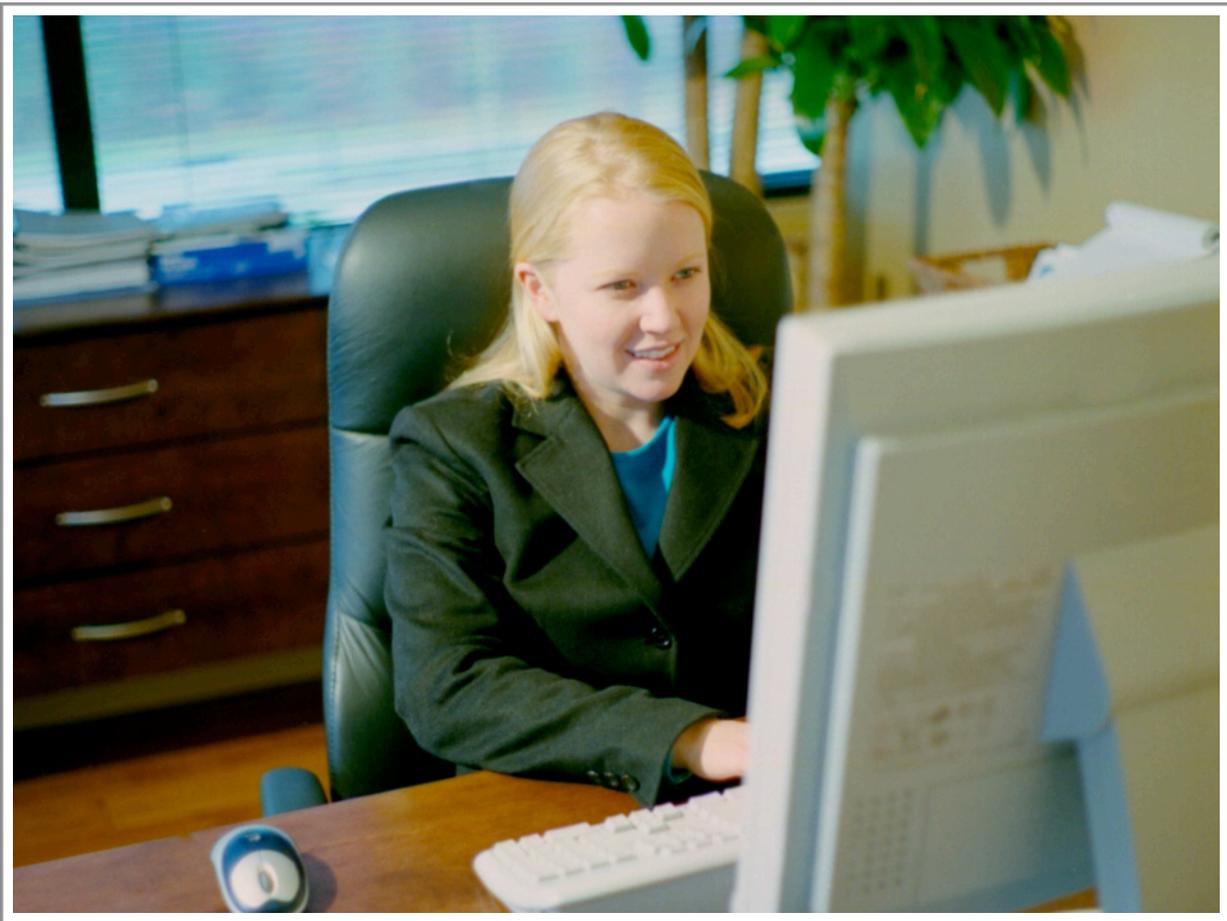


Build a Joomla Website

The easiest and fastest way to learn how to build a Joomla website.



Joomla 1.7

By Richard Pearce

To be used in conjunction with the free companion video tutorials at
www.buildajoomlawebsite.com

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Part 1

Overview

Chapter 1

Introduction

This manual is intended to be used in conjunction with our Joomla!¹ video tutorials called **The Basics** which are found at www.BuildAJoomlaWebsite.com. This introduction to Joomla teaches you how to get a basic Joomla website up and running very quickly. One of the challenges of producing any training course is teaching at a level that keeps everyone happy. This is particularly so with Joomla as some people are very experienced building websites using other software, where others have never built a website. So throughout this course I teach at a basic level, but if you're an advanced user I will let you know when it is safe to skip ahead. At the very least, you need to know enough about computers and the Internet to get around. If you can visit a website, download software and open files on your computer, you will have no difficulty understanding these step-by-step instructions.

These lessons are for Joomla version 1.7 and there are three parts to the course. Part 1 provides an overview where I introduce you to the basic concepts, compare Joomla to other web building solutions and explain the software you need to get it going. If you're experienced with website building you might like to jump straight to part 2. In this section, you'll learn various ways of how to install Joomla at a web host. If your site is already setup, then feel free to start at part 3 where all the basic concepts are explained including the Joomla storage system, creating pages, adding functionality and where to go once you've finished.

This entire course is free and you'll learn everything you need to know to build a basic Joomla powered website. Let's get started by taking a quick look at Joomla.

The topics this lesson covers are:

- What is Joomla?
- What you can do with Joomla
- The benefits of using a content management system

WHAT IS JOOMLA?

Joomla is a website content management system that allows you to create and maintain a website. It is open source which means that it's free. You can download the software for free and use it to build as many websites as you like. You don't have to pay to get a better version – the entire Joomla core – which allows you to create a fully functional website – is free. You do not have to include any branding on your website so a Joomla website looks just like any other website. There are also thousands of third party extensions available that provide additional functionality such as feedback forms, e-commerce, photo galleries, membership sites, location maps, calendars, banner ads and much more. Many of these extensions are also free but some are commercial and need to be purchased.

You need four things to build a Joomla website:

¹ The proper way to write Joomla is with an exclamation mark i.e. **Joomla!** We think that's cute, but kind of annoying so this is the only time we do so.

1. **A basic understanding of how websites work** – for example, you should know that websites are comprised of web pages, web pages tend to include a navigation menu with items linked to other web pages and web pages can include various elements such as text, images, hyperlinked text, audio and video.
2. **An understanding of how Joomla works** – which, of course, is where these tutorials come in.
3. **The Joomla software** – and part of this course demonstrates how to download and install it
4. **An account with a web host** – which is an organization responsible for storing your website and making it accessible to others on the Internet

There are two parts to a Joomla powered website; the “Frontend” is the collection of finished web pages and the “Backend” is where the page contents and other functionality is created and maintained. The Joomla backend is usually referred to as the “**Administrator**” and that’s the term that is used throughout this training.

WHAT CAN YOU DO WITH JOOMLA

Now let’s take a look at what types of sites you can build using Joomla

Simple sites

On its own, Joomla is great for creating simple sites with pages of text and images.

Complex sites

Joomla’s greatest strength is the enormous number of third party add-ons called extensions.

Specialist sites

Some extensions allow you to create specialist sites such as magazine sites, e-commerce, membership sites and forums.

Custom applications

If you need to develop some functionality that goes beyond the standard features of Joomla, and no extension exists that does the job, then you can create a custom application. As the Joomla framework is open source, web programmers can modify any existing functionality and add new functionality.

Design options

Another aspect to consider is the look of your website. Joomla pages are displayed using a file called a template. There are free and commercial ready-made templates or you can design your own template. Developing a website with Joomla does not mean that you’re in some way restricted to a particular design or layout. You can create any design you like and fit it into the Joomla structure. The following examples² of Joomla powered sites will give you a small taste of what is possible.

² These were accurate at time of publication, but of course we can’t guarantee that they are still Joomla sites by the time you read this.

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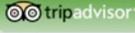
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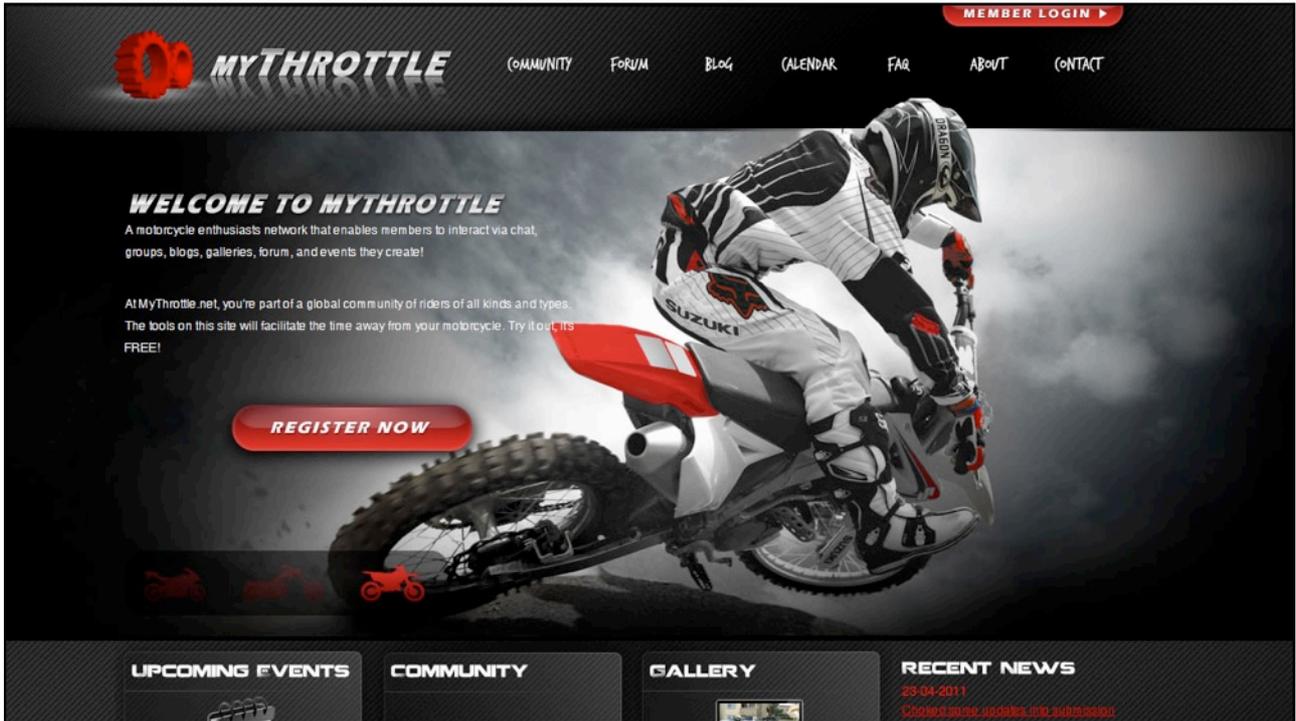


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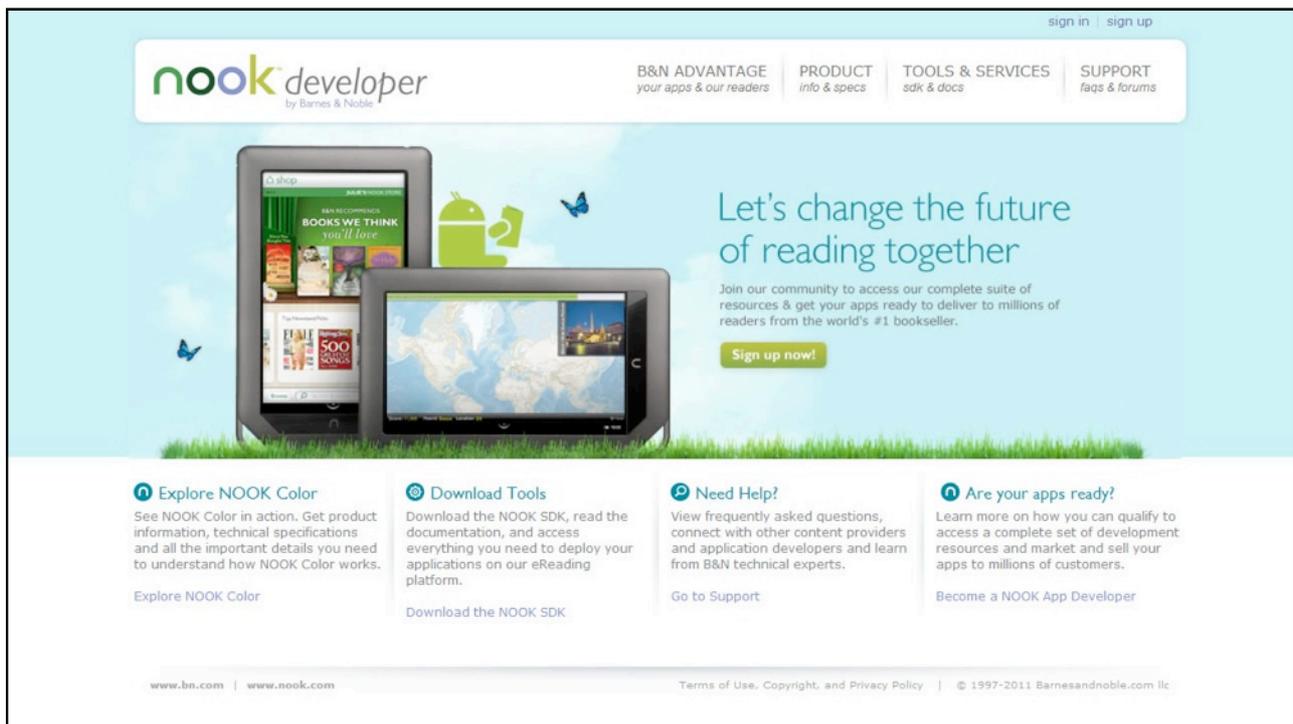
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As you can see, a Joomla powered website is perfect for all types of websites including individual sites, non-profit sites, business and enterprise sites.

THE BENEFITS OF USING A CONTENT MANAGEMENT SYSTEM

As mentioned before, Joomla is a content management system which I'll now refer to as a CMS. Traditionally, websites were built using software on a local computer and then moved to a web host. CMS powered websites tend to be built and maintained directly at the web host³. This provides several benefits including:

The website is easy to update

You just connect to your website management section using a standard web browser which is a tool that you're already familiar with so you don't need to learn a new interface.

The site can be updated from anywhere in the world – no installed software necessary

With a traditional website you need to make updates using software located on your computer. A CMS powered site allows you to update content from any Internet connection.

More than one person can update the site

Although some traditional website construction tools support multiple users, it is generally much easier to maintain and assign individual permissions using a CMS.

Design changes are easy

This is one of the most powerful aspects of using a CMS. If you wish to make a design change across all your pages, all you have to do is make one change to your template and the change is reflected throughout your entire site.

³ Our Joomla Pro tutorials demonstrate how to build a Joomla website on a local computer.

No need to pay someone to keep site updated

Website maintenance can cost a fortune.

You control when site is updated

As you have full control over the updates, you don't have to wait for your developer to make changes.

That concludes the first lesson which covered:

- What is Joomla?
- What you can do with Joomla
- The benefits of using a content management system

Chapter 2

Why Joomla?

Before choosing Joomla, I looked at a huge range of web building solutions. You might not be convinced yet that Joomla is the best solution for you, so in this chapter, I'm going to explain why I went with Joomla over the hundreds of other options. If you're convinced that Joomla is right for you, move on to the next chapter.

Here are the main points that attracted me to Joomla:

It is free

Many of the sites I develop are low cost so I needed a low cost CMS. Joomla is free which allows me to use it for even the most basic of sites.

It's also Cross platform

It doesn't matter if you use a Mac, PC or Linux, you can use Joomla. As the site development is done at the server, it doesn't matter what computer you use. And when it comes to hosting a Joomla site, you can choose a host that uses the Apache server (which usually means Linux) or Windows IIS. Most Joomla sites are hosted on Linux powered servers.

Support

The greatest criticism of open source applications is the lack of support. Joomla has an extremely large user base which means there are a lot of people available to answer your questions at the Joomla forum. If you really get stuck, there are commercial support providers and you can outsource your project to thousands of keen developers.

Long history

As there are so many CMS products available, some of them do disappear very quickly. If you make the wrong choice, you're stuck with software that has no support or ongoing development. Joomla is here for the long term and has a history dating back to 2000.

Loads of extensions

Extensions are programs created by third parties that extend the functionality of Joomla. Examples include shopping carts, photo galleries and membership sites. There are thousands of Joomla extensions available, so when you need to add functionality to your site, there is a good chance that a solution already exists.

Secure

By itself, Joomla is very secure. However like any software you need to keep it updated.

Alternative CMS software

When I weighed up these benefits, Joomla looked like a good option. But what about other popular content management systems? There are two big contenders; Drupal and WordPress. Drupal is along the same lines as Joomla. Wordpress is more directed to blogging but these days it can do a lot more. Now there's nothing like a software comparison to spark a debate and as you would expect I am somewhat biased towards Joomla but I will try to be objective. There are actually some really good features in these other products.

The first thing I'll point out is the amount of search interest between the three. Let's take a look at a tool called Google Insights. This report displays the amount of interest in the search terms "Joomla", "Wordpress" and "Drupal" over time in Google.



The blue line is Joomla, WordPress is red and Drupal is orange. When I first used this argument, Joomla had a clear lead over the others but now, the interest in Wordpress is clearly the highest of the three. Drupal is a fair way behind. Now, to be fair this doesn't prove much. Joomla and Wordpress could be terrible products that happen to be well marketed and therefore attracts interest. But I like to use this as a starting point because it provides a broad overview of the interest in the various products.

Now let's take a closer look at the other main contenders and I will start with Drupal.

Joomla vs. Drupal

Broadly speaking, Drupal is more developer orientated and Joomla is more user focussed. Developers who favour Drupal do so because they find it easier to manipulate and create new functionality. However if you're not a developer you will find it harder to learn to use Drupal than Joomla.

One advantage of a CMS is you can restrict who can and cannot view and edit content. Although Joomla always had this ability, Drupal used to be much stronger in this area. However Joomla 1.7 includes a comprehensive access control list feature that gives site owners a lot of flexibility.

The biggest criticism of Joomla used to be the way it stored content and the Drupal system was more flexible. However, once again, Joomla 1.7 has solved this by introducing a new "nested category" solution.

So the main criticism that Joomla used to receive against Drupal has been resolved with version 1.7. However it is still fair to say that some developers prefer the way Drupal works over Joomla. And if you're a developer just building sites for yourself then this might be a good reason to choose it. But if you're not a programmer or you are building sites for others, then Joomla is a better option. You, or your client, will want the easiest experience to build and maintain content and Joomla is the best in this regard.

Another big point in Joomla's favour is its popularity. This means that there are fantastic extensions available including e-commerce, document management and community sites. Also a CMS displays its content using a template design that you either create or you obtain from a template provider. When you're starting out, there is a good chance that you will use a pre-made template and there are far more templates created for Joomla than Drupal.

If you're a web developer, you can use Joomla's popularity to help sell your services. Your customers will feel more at ease if you tell them that you use the most popular CMS that is supported by thousands of developers. That means if they ever want to change developers then it will be easy to find someone else to take over their website. Now of course you don't want to lose their business in the future and the whole point of using Joomla is so they can manage their own site but this assurance will help you win more business.

Now let's have look at WordPress.

Joomla vs. WordPress

Wordpress is designed to help people create blogs and overall it is an excellent product.

Wordpress is regarded as the best blogging platform. Joomla can be used really successfully as a blog but to take advantage of advanced blogging features, you do need to get some extensions.

Wordpress is a simpler product than Joomla and as a result the interface doesn't need as much functionality, so it is easier to use than Joomla.

WordPress has add-ons available but you'll never experience the full functionality that you do from a fully-functional CMS like Joomla. This became less-so with the release of Wordpress 3, but Joomla is a much more comprehensive CMS.

If you purely want to blog then WordPress may be the better option. However many bloggers find that they want to do more in the future. I found that it made more sense to start with a platform that provides the flexibility to add functionality in the future.

So there's a quick wrap up of why I went with Joomla. It can take a little while to get your head around it which is why you're watching these videos. But once you've set-up your first site, I'm sure you'll love using it. The next lesson explains what software and other requirements you need to build a Joomla website.

Chapter 3

Joomla Requirements

There are several requirements to build a Joomla website including:

- A web host
- FTP software
- ZIP software

All these requirements are discussed in this lesson but before we start, it's helpful to understand the steps to installing Joomla.

Step 1 – you download a single compressed file from the Joomla website

Step 2 – the contents of this file are extracted to a location on your local computer

Step 3 – the extracted files are uploaded to your website hosting account

Step 4 – using your web browser, you go to your web address and complete the online installation

This process requires you to have a web hosting account, a domain name, FTP software and ZIP software. If you have all of these and know how to use them then it is safe to skip this chapter.

WEB HOST

Websites need a place to live on the Internet. They run on high-end computers with special hosting software. Now technically you could do this with any Internet connected computer but you would need to spend a lot on hardware and software to do this properly so very few people take this approach. Instead, most websites live at a web host which is an organization that specializes in making websites accessible on the Internet. So you will need an account with a web host and just about any host will have the necessary requirements. However it is a good idea to use a host with extensive Joomla experience and a good place to start looking is at the Joomla Resources Directory. The organisations listed at this address have been checked by Joomla to ensure that their platform has the necessary requirements to effectively host Joomla sites.

<http://resources.joomla.org/directory/support-services/hosting.html>

Most Joomla sites run on Linux servers, however they can also run on Windows servers. As the vast majority of Joomla installations run on Linux using the Apache web server, these lessons focus on Linux hosting. If you're intending to host Joomla using a Windows server then you'll still be able to follow along, but you might need to ask your host for help with a couple of issues.

Regardless of who you choose as your hosting provider, you need to ensure that their platform conforms to certain technical requirements. You don't need to understand any of this, just let them know that you intend to host a Joomla powered website and ask if their platform supports the following as a minimum. If it is a Linux hosting account, Joomla 1.7 and above needs at least:

- Apache version 2
- PHP version 5.2.4

- MySQL version 5.0.4

If it is a Windows hosting account it needs:

- Windows IIS version 7
- PHP version 5.2.4
- MySQL version 5.1

DOMAIN NAME

Every web site needs an address, better known as a domain name. You're no doubt familiar enough with domains otherwise you wouldn't have found your way here. But you might not have ever bought one yourself. Although there are hundreds of places to buy a domain, start looking at your web host. Most hosts provide domains as well as hosting and it's advantageous to use the same supplier for both so you just have the one contact.

Incidentally you *can* setup an environment on your local computer to develop a Joomla site but this is an advanced technique and tends to be a much more difficult process for beginners. This technique is demonstrated in our **Joomla Pro** course.

HOW TO DOWNLOAD FTP SOFTWARE

FTP stands for "File Transfer Protocol". It is a method of moving files from one computer to another. Part of the process of installing Joomla requires you to upload the Joomla files to your website hosting account. Uploading files is done with FTP software so you need software known as an "FTP Client". If you already have one and know how to use it then stick with that. If not, here is how to download and install a free FTP program called Filezilla. Open your web browser and go to filezilla-project.org.

Click the button marked **Download Filezilla client**



The screenshot shows the FileZilla website homepage. At the top left is the FileZilla logo with the tagline "The free FTP solution". A yellow callout box with the text "Click this button" has an orange arrow pointing to the "Download FileZilla Client" button. The page layout includes a left sidebar with navigation links for Home, FileZilla (Features, Screenshots, Download, Documentation), FileZilla Server (Download), and General (Contact, Forum, Project page, Wiki). The main content area has an "Overview" section with a welcome message and support information. Below the overview is a "Quick download links" section with two buttons: "Download FileZilla Client" (All platforms) and "Download FileZilla Server" (Windows only).

You will then be presented with a choice of file options. Choose the one that corresponds to your local computer operating system. In my case I have a Windows PC so I will download this first option by clicking on the link. My browser gives me a warning because it thinks the program may be harmful. If you see a similar warning, just approve it. It will take some time to download.

FileZilla The free FTP solution

Download and install the relevant version for your local computer

Client Download

The latest stable version of FileZilla Client is 3.5.2

Please select the file appropriate for your platform below.

Mac OS X

- FileZilla_3.5.2_i686-apple-darwin9.app.tar.bz2 (Intel)
- FileZilla_3.5.2_powerpc-apple-darwin9.app.tar.bz2 (PowerPC G4)

Requires OS X 10.5 or newer

Linux

- FileZilla_3.5.2_i586-linux-gnu.tar.bz2
- FileZilla_3.5.2_x86_64-linux-gnu.tar.bz2

Built for Debian 6.0 (Squeeze). It is highly recommended to use the package n different flavour of Linux.

Windows

- FileZilla_3.5.2_win32-setup.exe (recommended)
- FileZilla_3.5.2_win32.zip

Windows XP, Vista and Windows 7 are supported, each both 32 and 64 bit.

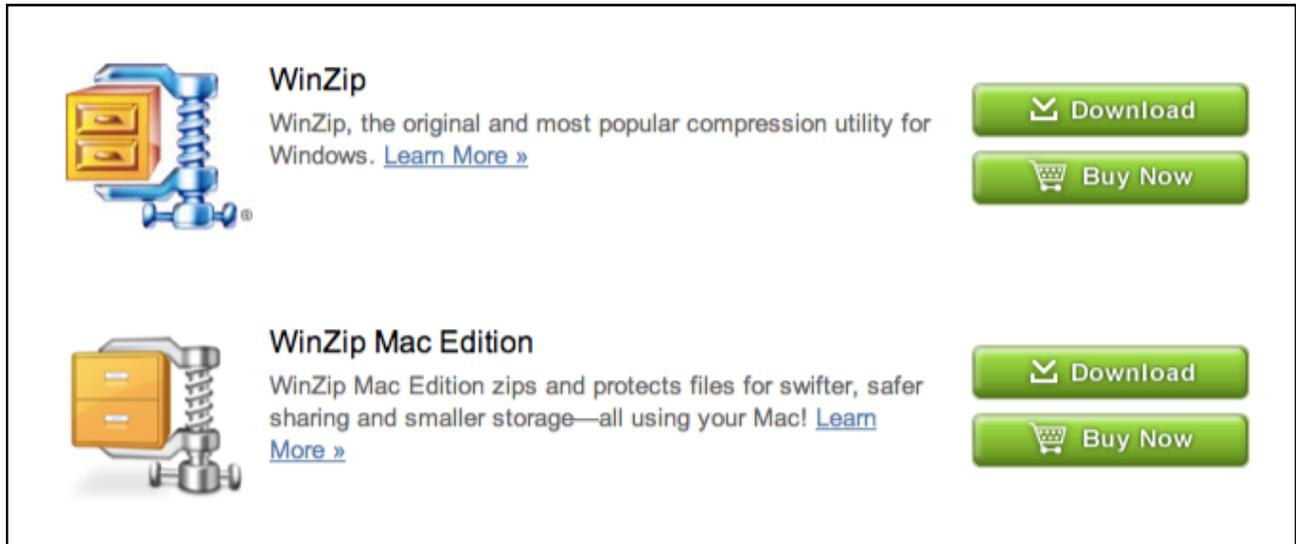
Once you have saved the file, you need to install it as you would any other downloaded software. Open the location where the file was saved. Then run the program and follow the wizard. Once it has installed, choose the box to run Filezilla just so you can confirm that it has worked correctly. That's all for now. You will learn how to use it in later lessons.

HOW TO DOWNLOAD ZIP SOFTWARE

Now we need to get some unzip software. Lots of programs that you download need to be unzipped so you may well be familiar with this process. These days, many operating systems already have the ability to extract compressed files so there is a good chance that you don't need additional software. If you already know what to do with a compressed file feel free to stop now and move to the next chapter.

If you're still with me, let's go and get some zip software. To keep this explanation simple, I will use a program called Winzip as it is available in both Windows and Mac versions. Go to www.winzip.com. Select "Download", and the click the "Download" button next to the version that matches your operating system. Choose either "WinZip" if you are using Windows or "WinZip

Mac Edition” if you are using a Mac. Enter your email address if you wish and click the “Download Now” button. You might need to confirm that you wish to download the software. Download the evaluation and install it as you would any other program. Strictly speaking, the software is not free, it is a free trial. There is a way to get it for free if you take advantage of an option they have called TrialPay and to do this, enter your name and email address into the box on this confirmation page.



The screenshot displays two product listings for WinZip. The top listing is for 'WinZip', described as 'the original and most popular compression utility for Windows'. It features a blue and orange icon of a spring-loaded cabinet. To its right are two green buttons: 'Download' with a folder icon and 'Buy Now' with a shopping cart icon. Below this is the 'WinZip Mac Edition' listing, described as 'zips and protects files for swifter, safer sharing and smaller storage—all using your Mac!'. It features an orange and silver icon of a spring-loaded cabinet. To its right are also two green buttons: 'Download' with a folder icon and 'Buy Now' with a shopping cart icon. Both listings include a 'Learn More' link.

Despite its name, WinZip is available for both Windows and Mac

You now have the required FTP and ZIP software installed. In the next chapter I'll show you how to download the Joomla files and upload them to your web hosting account.

Part 2

Installation

Chapter 4

Joomla Files

The trickiest part of setting up Joomla is the installation, so once you get through this, you're well on your way. This process is broken into several parts, but you don't need to watch each part as I will explain later.

To start using Joomla you need to copy all the Joomla files onto your hosting account.

In this chapter I will explain this process which involves:

- Downloading a compressed Joomla file
- Expanding this file on your local computer
- Uploading all of the Joomla files to your hosting account

Before we begin, you might like to start a document containing all the passwords you will be using throughout this process. The first information you should note is the upload instructions from your web host. Hosts usually provide this information in some sort of a welcome email. The details you need are:

- The FTP server name where you upload your files
- Your FTP username
- Your FTP password
- The location to store your files

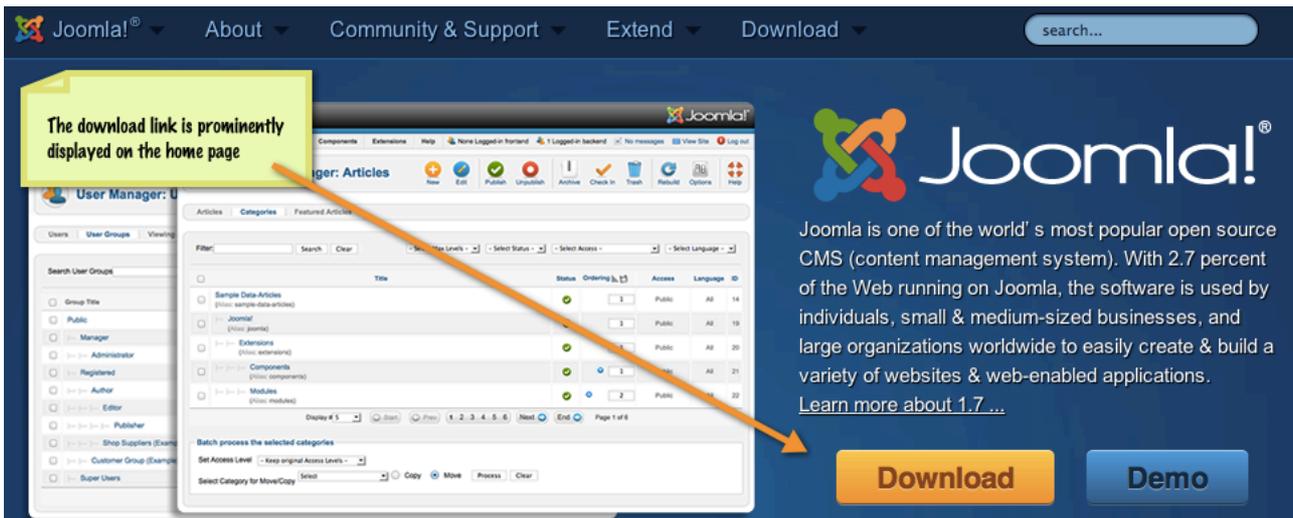
You might like to keep a record of these details in one spot so you can easily access them later. The FTP server name is often `ftp.yourdomainname.com` but check with your host. You will also have an FTP username and FTP password. The last one isn't so obvious. Your host's welcome email might include a location on your hosting account where you store your web files. For example, I use a control panel called cPanel and the files are stored in a folder called '**public_html**'. Plesk, another popular control panel, stores files inside '**http_docs**'. So if your host has told you to upload your files to a particular location, make a note of that too.

DOWNLOADING JOOMLA

All the Joomla files you need are available in a single compressed file. Get this by opening your browser and going to www.joomla.org

Look for the button that directs you to the latest download. This series of tutorials demonstrates how to use Joomla version 1.7. By the time you watch this, a later version might have been released. Now usually with software, it makes sense to use the latest version but that isn't always the case with Joomla. In a later lesson, you will learn about extensions – or third party add-ons – that are available for Joomla. As extensions are built by third party developers, there is no guarantee that those developers will keep their extensions compatible with the latest version of Joomla. So if you're considering adding some sort of functionality to your site such as an e-commerce store, a membership system or a photo gallery, it is wise to investigate if such a

solution is available for the version of Joomla you intend to install. If in doubt or if you're still at the stage where you're evaluating Joomla, get the latest version.



In most cases you will save the ZIP package. But if you need a different package, such as TAR format this is available on a different page. Note that Joomla is being updated all the time and the version number, in this case 1.7.3, is likely to have changed. That's okay – newer versions are unlikely to affect this training.



Most people will download the ZIP package, however other packages are available

Now download this file in the same way as you would any other file. In this case right click and choose the “Save” option. Then select a folder on your computer to save the file. You might like to create a dedicated folder for all your Joomla activities. Now wait for the download to complete which could take a while as it is a large file. That's the first step done.

EXTRACT THE FILE CONTENTS

Next we have to extract the files. If you have a ZIP program already installed as I explained in the previous lesson, all you need to do is select the file you just downloaded. I am using Windows so I

open the folder where I saved the download and double-click the file name. This opens a new window with the option to Extract all files. If you installed WinZip you will see that program interface instead and you'll see an equivalent option somewhere to extract the files.

Click the button to extract the files and choose a location where the files should go. In my case I will choose the default location it has provided. Click extract and wait for this process to complete which will take a while. I will pause the video at this point until my computer has finished.

Go to the folder where the files have been extracted and have a look at the result. There are several folders and files that have been extracted. But don't go looking for something to run. All you're doing is preparing the files to be uploaded to your hosting account. You are not trying to get Joomla running on your local computer.

UPLOADING FILES

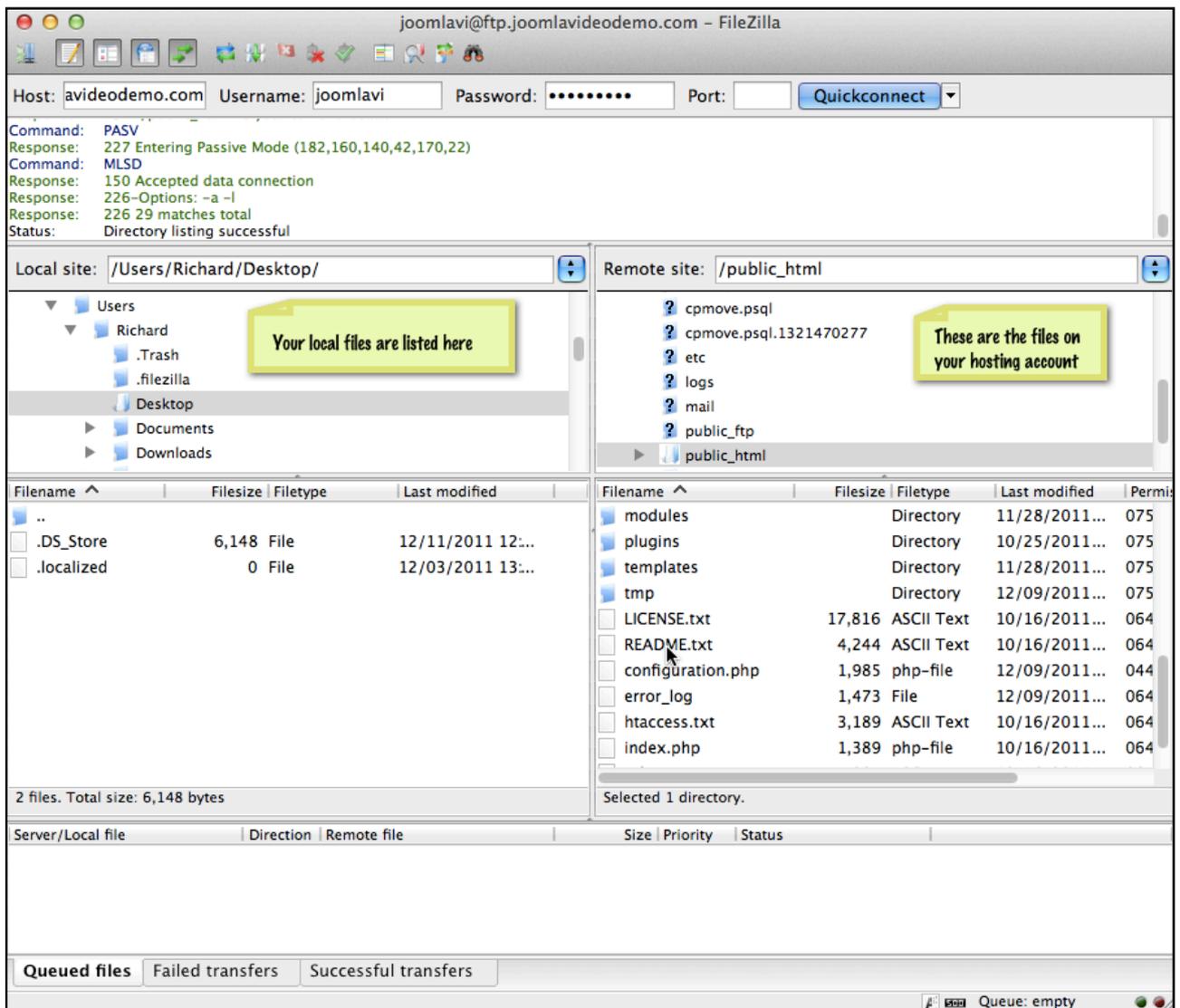
Now we have to transfer all of the Joomla files to your website hosting account. You need to make a decision where these files should live. If you have a brand new hosting account then you will place the files in your main hosting directory. However if you already have files on your hosting account, you probably don't want to disturb them just yet so it makes sense to create a new folder and upload the files there. You can then build your site and move it to the main folder later.

Once you know where to put your files, it is time to upload them using your FTP program. I'll show you how to do this using Filezilla that was setup in the previous lesson, but the process is similar for all FTP software.

Run your FTP software and have a look at the interface. The files on your local computer are listed on the left. The files at your web host will be listed on the right, once a connection is established. So in the left column, navigate to the folder where you previously extracted the Joomla files. In my case that was Drive C, "Joomla". You can see the files in the window underneath.

Now let's connect to your web hosting account. You need to enter the connection details provided by your web host. So I'll enter the host name here which in my case is ftp.joomlavediodemo.com. Then your FTP username – mine is joomlavi. And your FTP password. Unless your host has told you otherwise, you can leave the port one empty. Then click the connect button and you will see your website files listed at the right. And this is where you need to know where to store your hosting files. In my case the files need to be stored in the public_html folder. So I will double-click on public_html to move to that folder. As I explained earlier, your web host might provide a different folder name such as "http_docs" or perhaps the first folder you see is the one you use. Once again, if you're not sure, check with your host.

Now as this is a new site I am just going to upload everything to this location. However if I wanted to create my Joomla site somewhere else, I could create a new folder here – right click, choose New Directory, give it a name like Joomla and click OK. Then you would double-click on this new folder so it was ready to accept the Joomla files.



The FileZilla interface

Now we are ready to transfer. We want to copy all of your local Joomla files to your website. Simply select everything at the left, then right-click and choose upload. This will upload all the files to the folder you selected at the right. This will take a while as there are many files to be uploaded.

All the required files are now on your website and this completes the first part of the installation. The second step is to create a database on your hosting account which I will show you in the next chapter.

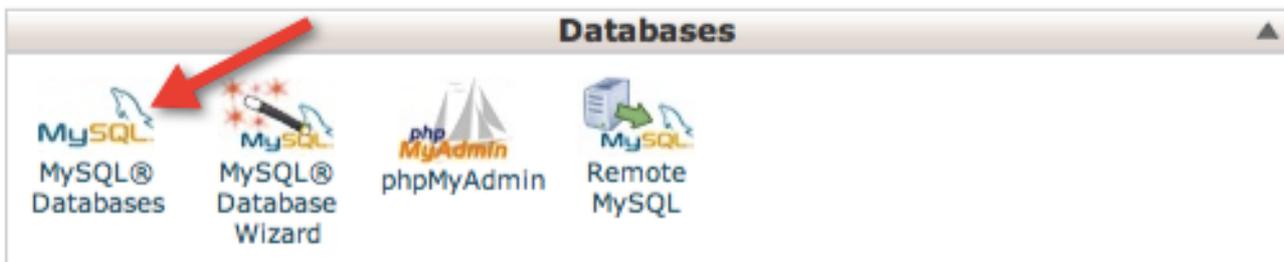
Chapter 5

Database Installation

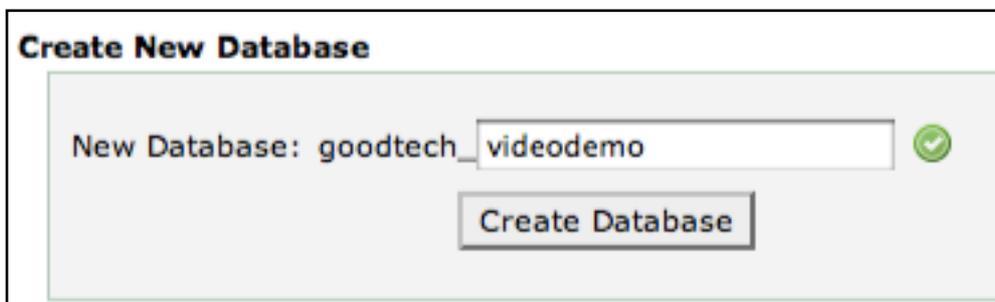
Control Panel

As I explained in the first chapter, a Joomla website includes the files that make Joomla run and your content that primarily resides in a database. We need to create this database on your hosting account but this process varies depending on the features provided by your web host. These days most hosting accounts include some sort of control panel where you manage your email accounts, view statistics and so on. The control panel includes a database section where you can do this and I will show you these steps in this first section. However if your host only provides access to the phpMyAdmin tool, skip down to that section. Finally if you have no control panel access but you do have root access where you manage your site via a command line, jump to that section.

There are a number of different control panels with different layouts, so this lesson has to be a little more generic than the others. If you really get stuck, contact your host as many will be happy to create a database for you. I am using a control panel called cPanel and the first step is to log in to the control panel using the details provided by your host. Look for a section labelled databases. Click the option labelled MySQL databases.



There are three settings to configure. Firstly there is the database itself. Choose a name, type it in and click Create database. It doesn't matter what you name your database and I am going to name mine "videodemo".



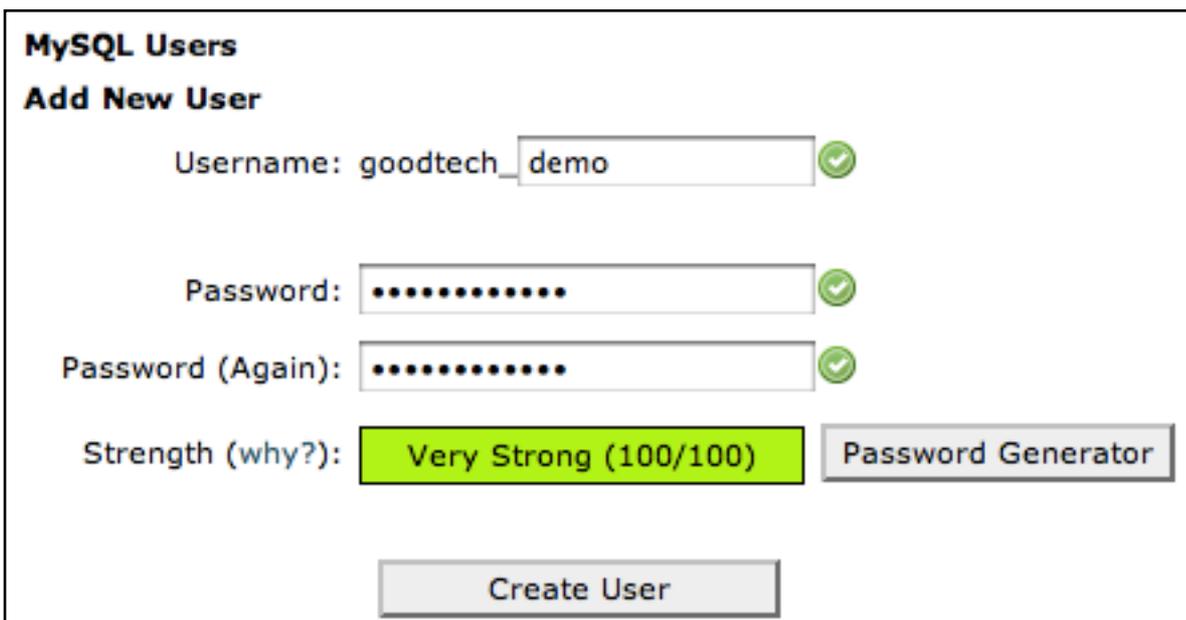
Note that my control panel added my site username to the database name. If this happens to you, note that the database name is all of this for example in my case the database name is "goodtech_videodemo" - not just "videodemo". You need to make a

note of this name somewhere because this needs to be entered later in the installation process.



Some control panels add a prefix to the database name. If that's the case for you, note that the database name is the full name i.e. in this example it is **goodtech_videodemo**.

Now go back and create a user for the database. In cPanel this is further down the page and I will make my username "demo". The user needs a password so enter something here as well. For the best security, it is a good idea to choose a password that's different to your FTP password, or any other password. You might need to repeat the password. Then click "Create user". Go back to check what was done and in my case, you'll see that cPanel has once again added a prefix to the username. So in this case the database username is "**goodtech_demo**". Make a note of the Username and Password for later.



How to create a database user.

There is one last step. Users need to be assigned to databases. If you have a look at the database that was created, there is nothing listed under "Users". To assign a user to a database, look for something like "add user to database". In this case there is just one database and user so just click "Add".

Add User To Database

User:

Database:

If this is the first time you created a database in your account, just click **Add**. Otherwise choose the appropriate user and appropriate database from the respective drop-down menus. Then click **Add**. This takes you to the Privileges page.

When assigning a user to a database, you need to specify what that user is allowed to do with the database. With Joomla, you need to choose “**All Privileges**” and then click “**Make changes**”. Now when you go back, you can see that there is a user listed next to the database.

 **MySQL Account Maintenance**

Manage User Privileges

User: **goodtech_demo**
Database: **goodtech_videodemo**

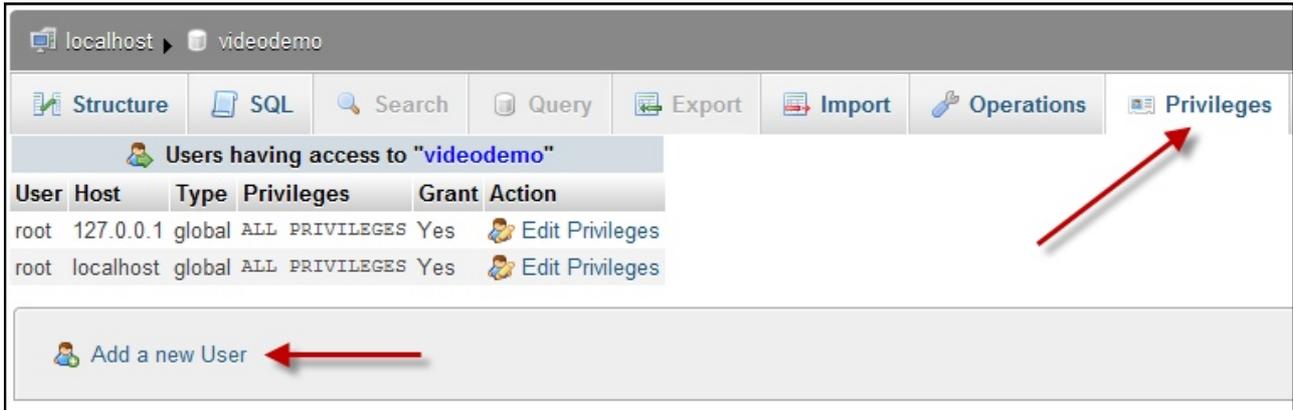
<input checked="" type="checkbox"/> ALL PRIVILEGES	
<input checked="" type="checkbox"/> ALTER	<input checked="" type="checkbox"/> CREATE
<input checked="" type="checkbox"/> CREATE ROUTINE	<input checked="" type="checkbox"/> CREATE TEMPORARY TABLES
<input checked="" type="checkbox"/> CREATE VIEW	<input 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"/> UPDATE

*How to assign **All Privileges** to the database*

You don't really need to understand what you've just done but it is important to realise that the database user that was just created, has nothing to do with accessing your Joomla content. These steps are only necessary as part of the installation process.

This concludes the database setup lesson. The next two videos discuss how to create a database using different methods. So, skip ahead to Chapter 6 to learn the final installation steps.

Now create a user for the database. Click **Privileges** at the top and then **Add a new user**.



Step 1 of adding a database user

On this page, enter a username – I'll use **demo**. Set **Host** to **Any Host**. Then enter a password into the respective boxes. Ensure that "Grant all privileges on database ..." is selected and click the **Go** button at the bottom right of the page.

localhost

Databases SQL Status Processes Privileges Ex

Add a new User

Login Information

User name: Use text field: ←

Host: Any host →

Password: Use text field: ←

Re-type: ←

Generate password:

Database for user

- None
- Create database with same name and grant all privileges
- Grant all privileges on wildcard name (username_%)
- Grant all privileges on database "videodemo" ←

That's all there is to creating a database using **phpMyAdmin**. Make sure you make a note of the database name, username and username password. The next section discusses a different database setup, so skip ahead to Chapter 6 where I show you how to get your installation of Joomla working.

Command Line

These days most hosts provide one of the two browser based options explained in the previous videos. However if the only interface you have is a command line, here's what you do to create a database. Start by choosing a database name, a user name and a user password. For the purposes of this explanation I will use:

Database name: videodemo

Username: demo

User password: demo12345

When it is your turn please use a more secure password.

Now login to your command line using the details provided by your host.

Type **mysql** and enter.

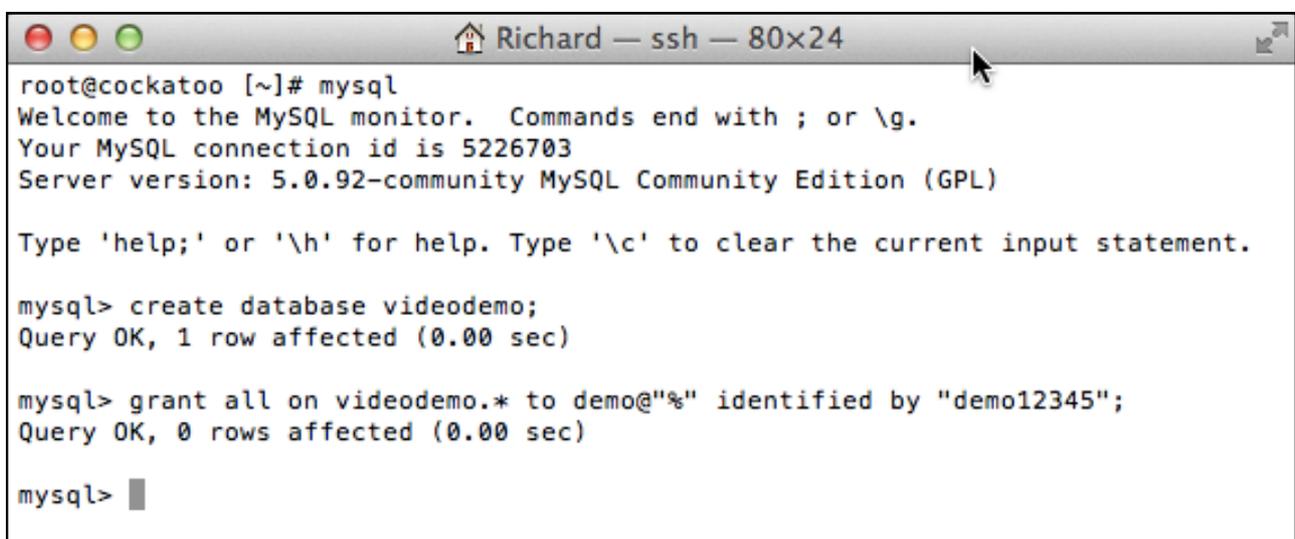
You will now see the mysql prompt

Start by creating a database. You type

create database videodemo;

Then create a user and assign them with privileges

grant all on videodemo.* to demo@"%" identified by "demo12345";

A screenshot of a terminal window titled "Richard — ssh — 80x24". The terminal shows a user logging into a MySQL shell. The prompt is "root@cockatoo [~]# mysql". The MySQL welcome message is displayed: "Welcome to the MySQL monitor. Commands end with ; or \g. Your MySQL connection id is 5226703 Server version: 5.0.92-community MySQL Community Edition (GPL)". The user enters "mysql> create database videodemo;" and receives the output "Query OK, 1 row affected (0.00 sec)". Then the user enters "mysql> grant all on videodemo.* to demo@"%" identified by "demo12345";" and receives the output "Query OK, 0 rows affected (0.00 sec)". The prompt "mysql> " is shown at the end with a cursor.

What that command effectively says is “grant all privileges on the **videodemo** database to a user called **demo** at **any host** identified by the demo password”.

That's it. Your database is setup, the user is ready and now you're ready to move to the next chapter where I'll show you the rest of the Joomla setup.

Chapter 6

Web Installer

This is the last step in the Joomla installation process. Before starting, make sure you have the database access details that you created in the previous chapter.

Now open your browser and bring up the web address where you uploaded your Joomla files. Joomla recognises that it hasn't been setup yet and redirects to the web installer. Step 1 is to choose a language. This is just used for this installation step so it doesn't affect any content you create later. I'll go with "English" and click the "Next" button that appears in the top right.



Step 1 - choose a language for the installation process.

The installer then checks the web server to make sure that Joomla will run successfully. In Chapter 3, you learnt that there are certain requirements for using Joomla. If any of the items in the top box are marked as **No** then you should stop and ask your host if they can be resolved before you proceed. The first four items are the really important ones so make sure they are all showing **Yes**.

There is also the recommended settings list in the second box. If any of these are red then you can continue but you might run into difficulties down the track, so ask your host if they are able to make these changes on your account.

Joomla! 1.7.3 Installation 

Pre-Installation Check Check Again Previous Next

Pre-installation check for Joomla! 1.7.3 Stable [Ember] 14-Nov-2011 14:00 GMT:

If any of these items is not supported (marked as **No**) then please take actions to correct them. Failure to do so could lead to your Joomla! installation not functioning correctly.

PHP Version >= 5.2.4	Yes
Zlib Compression Support	Yes
XML Support	Yes
MySQL Support	Yes
MB Language is Default	Yes
MB String Overload Off	Yes
INI Parser Support	Yes
JSON Support	Yes
configuration.php Writeable	Yes

Recommended settings:

These settings are recommended for PHP in order to ensure full compatibility with Joomla. However, Joomla! will still operate if your settings do not quite match the recommended.

Directive	Recommended	Actual
Safe Mode	Off	Off
Display Errors	Off	On
File Uploads	On	On
Magic Quotes Runtime	Off	Off
Register Globals	Off	Off
Output Buffering	Off	On
Session Auto Start	Off	Off

*Step 2 - Ensure the first settings are all showing **Yes**.*

Click the “Next” button in the top right and read the license details. The click “Next” again.

Now enter your database details. These are the database details that were created in the previous videos – not something else such as your FTP details. The first setting in the dropdown box can be left at “MySQLi” or if this doesn’t work when you navigate to the next page, try setting it to MySQL. Unless your host has told you otherwise, the “Host Name” is “localhost” so enter that here.

Then enter the database username you created in the “Username” box. In my case I used joomlavi_demo.

Then the database username password.

Next enter the database name which in my case was just “joomlavi_videodemo”.

And finally, in the “Table Prefix” box, either accept the current setting (recommended) or if you want to, you can change this to your desired combination of random letters such as “syd_” followed by an underscore. Leave the last setting and click “Next”.

Joomla! 1.7.3 Installation 

Database Configuration

Previous Next

Connection Settings

A Joomla! website stores all of its data in a database. This screen gives the installation program the information needed to create this database.

If you are installing Joomla! on a remote web server, you will need to get this information from your host.

Some web hosts require that you create the database before you install Joomla. If you get the message "Could not connect to the database", check that your user name and password are correct. If you still get this message, check with your host to see if you need to create the database before installing Joomla.

Basic Settings

Database Type * *This is probably "MySQLi"*

Host Name * *This is usually "localhost"*

Username * *Either something as "root" or a username given by the host*

Password *For site security using a password for the mysql account is mandatory*

Database Name * *Some hosts allow only a certain DB name per site. Use table prefix in this case for distinct Joomla! sites.*

Table Prefix * *Choose a table prefix or use the **randomly generated**. Ideally, three or four characters long, contain only alphanumeric characters, and **MUST** end in an underscore.*

Old Database Process * *Any existing backup tables from former Joomla! installations will be replaced*
 Backup
 Remove

Step 3 - enter the database details.

And as long as you enter the correct details, you'll be taken to the FTP Layer page. This is a nice feature, but it can cause more problems than it's worth if you get the settings wrong. So to simplify this lesson, let's keep this set at "No". If your web host is well placed to host Joomla sites then this feature is unnecessary. But if you have trouble completing the installation then this might need to be enabled and this process is demonstrated in the next chapter. So click "Next".

FTP Configuration

Previous Next

FTP Configuration (Optional - Most Users Can Skip This Step - Press Next to Skip)

On some servers you may need to provide FTP credentials for installation to complete. If you have difficulties completing installation without these credentials, check with your host to determine if this is necessary.

For security reasons, it is best to create a separate FTP user account with access to the Joomla! installation only and not the entire web server. Your host can assist you with this.

Note: If you are installing on a Windows Operating System, the FTP layer is **not** required.

Basic Settings

Enable FTP Layer * *Warning! It is recommended to leave this blank and enter your FTP username each time you transfer files.*

FTP Username *Warning! It is recommended to leave this blank and enter your FTP password each time you transfer files.*

FTP Password

FTP Root Path

[▶ Advanced Settings](#)

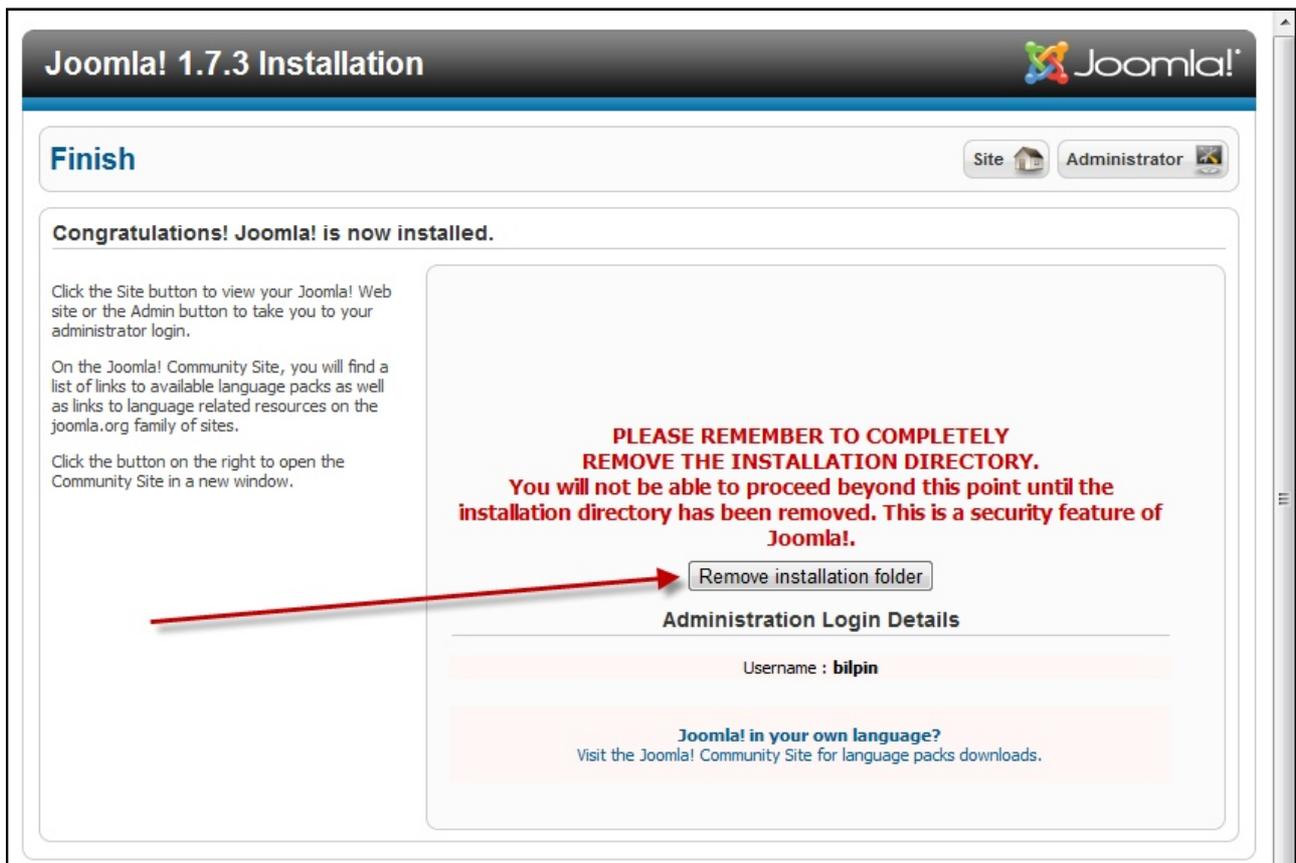
Step 4 (optional) - the FTP Configuration settings are handy if your host is not "Joomla friendly"

Now give your site a name and enter your email address. You also need to create a username and password which is used to access the Administrator part of your website. You can see that a default username of “admin” is provided, but for the best security, it is a good idea to change this now. So enter a new username, I’ll use **bilpin** and a password. When selecting usernames and passwords, ensure that you choose something different to what you have used elsewhere. For example, you will have a more secure setup if you use a different password for Administrator and a different password for your database. Ensure you make a note of this new username and password.

The last step is to install some sample data. This is a really good idea when you’re starting out and I will be referring to this data throughout the lessons so go ahead and click the “Install Sample data button”. This will take a second and then tell you that it has been successful. Click “Next”.

Step 5 - Enter the site details and install the sample data.

As you can see Joomla has now been successfully installed. However before you can view the site, you need to delete the installation folder. Simply click the **Remove Installation Folder** button and then click the **Site** button in the top right to view your newly installed site that contains some sample data. You might like to spend a few minutes looking through the pages.



Step 6 - Delete the installation folder

If everything has worked, move to Chapter 8 where you will learn about the frontend and backend of Joomla.

It is only necessary to read the next chapter if you experienced problems with the installation.

Chapter 7

Troubleshooting

If your Joomla installation was successful then there's nothing to see here. Move on to the next chapter. If however you had trouble with the installation, you might find these hints helpful. The main problem is caused by the fact that different web hosts have different setups. If Joomla is setup in ideal hosting conditions then everything should work correctly. But if you run into trouble, it is often due to what's known as a permission problem. At the end of the installation process, a file named "configuration.php" needs to be written to your website. This process can fail with some hosts and this will prevent the installation from completing. Also you're likely to encounter problems in the future when you need to install an extension on to your site. In these cases, it is helpful to use the **FTP Layer** feature that was skipped in the previous lesson.

To use this feature, you need your **FTP Username** and **FTP Password** as provided by your web host. For the highest security, you can create an FTP account in your hosting control panel purely for this purpose, so if you know how to do that then go ahead. Start the web installer as demonstrated in the previous lesson and work your way through until you get to the page that asks you for the FTP details. Then set the first option to **Yes**. For **FTP Username** and **FTP Password**, enter the details provided by your host. The **FTP Root Path** is the tricky one as this is the location in your web hosting account where your web files are stored. This is often something like **public_html** or **htdocs** but your host will tell you. You can ask Joomla to try and enter this for you automatically, by clicking the **Auto find FTP Path** button. If it returns a positive response then you can continue.

If it doesn't work, you might have to modify the "Advanced Settings". Click that heading and then verify that the settings are correct. For **FTP Host**, you'll probably see the numbers **127.0.0.1** which is often correct or simply the word **localhost**. Some hosts use a different setting. The **FTP Port** is generally **21**. For the strongest security, it is best to leave **Save FTP Password** set to **No**.

Once these settings have been entered correctly, continue with the installation and hopefully it will complete successfully. If not, or if you can't get the FTP Layer working correctly, then try this next step. Before starting the web installer, create an empty file, upload it to the web server and change its permissions. Start by opening a plain text editor. It's best to use a very basic editor rather than a word processor otherwise the file might not be created properly. For example in Windows, you're best to use Notepad. Don't type anything, but save this empty file in the same directory where you previously extracted all your Joomla files. Name the file **configuration.php**. And if you have the option to change the file type, make sure you select the most basic type, which in Notepad is **All files**.

Now upload that file to your web hosting account. Open your FTP software, connect to your account, and upload the file.

Lastly, you need to make this file writeable. On the server side, right click the **configuration.php** filename and look for an option such as **change permissions**. **Filezilla** calls it **File permissions**. Select that and a new window will appear with a box somewhere displaying a number. Change the number to 777. Click OK and then go back to your web browser and work through the web installer. There is one more step that you **absolutely must complete**. When Joomla has been

successfully installed, you must go back to your FTP software and then change the permission on this file again. The process is the same, right click on **configuration.php**, choose file permissions and this time change the number to **644** and click **OK**. **Failing to do this is a major security risk, so do not ignore this step.**

These steps solve the majority of installation problems. If you're still stuck, you might ask your host if they can install it for you. If not, then its time you looked for a host that is more Joomla friendly. Here's the address again where you look for a suitable host:

<http://resources.joomla.org/directory/support-services/hosting.html>

Part 3

Using Joomla

Chapter 8

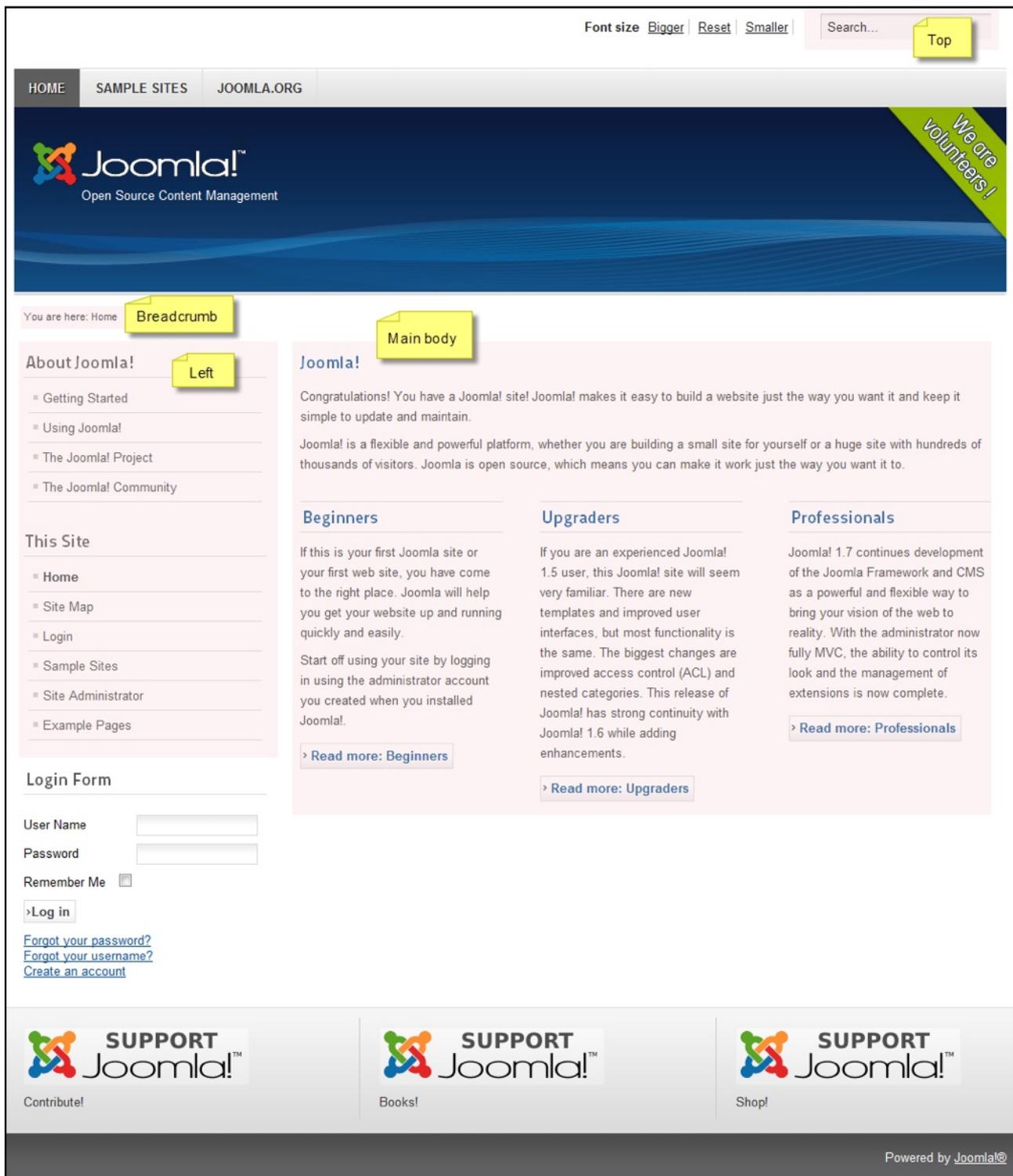
The Front End

Let's now take a look at the site that has been created. I will refer to these pages as the front end. Joomla sites are displayed using a file called a template. A lot of beginners end up using one of the templates supplied with Joomla. You could also install one of the hundreds of templates available from professional developers or have a unique template designed for you. You will learn more about templates in Chapter 15.

There are two aspects of a template to consider. Firstly there is the actual design which includes elements such as the logo, the colors, the fonts, number of columns and so forth. These are primarily controlled by the template file and something more advanced developers would be familiar with; cascading style sheets.

The second aspect to a template is positions. Think of a template as a bunch of boxes. Each piece of content needs to be placed inside a box. Joomla calls these boxes, "positions". These positions are determined by the template designer and therefore vary from one template to another. When a particular page is requested, Joomla sticks all these boxes together to form a complete page.

Every piece of content that appears on a page has been assigned to a position. I will show you how to view the positions available in the template lesson. For now though I will overlay some boxes on the default Joomla template to give you an idea how this particular template is constructed.



Some of the template positions available in the default template.

Firstly there is the **main** body position which needs to be present in all templates.

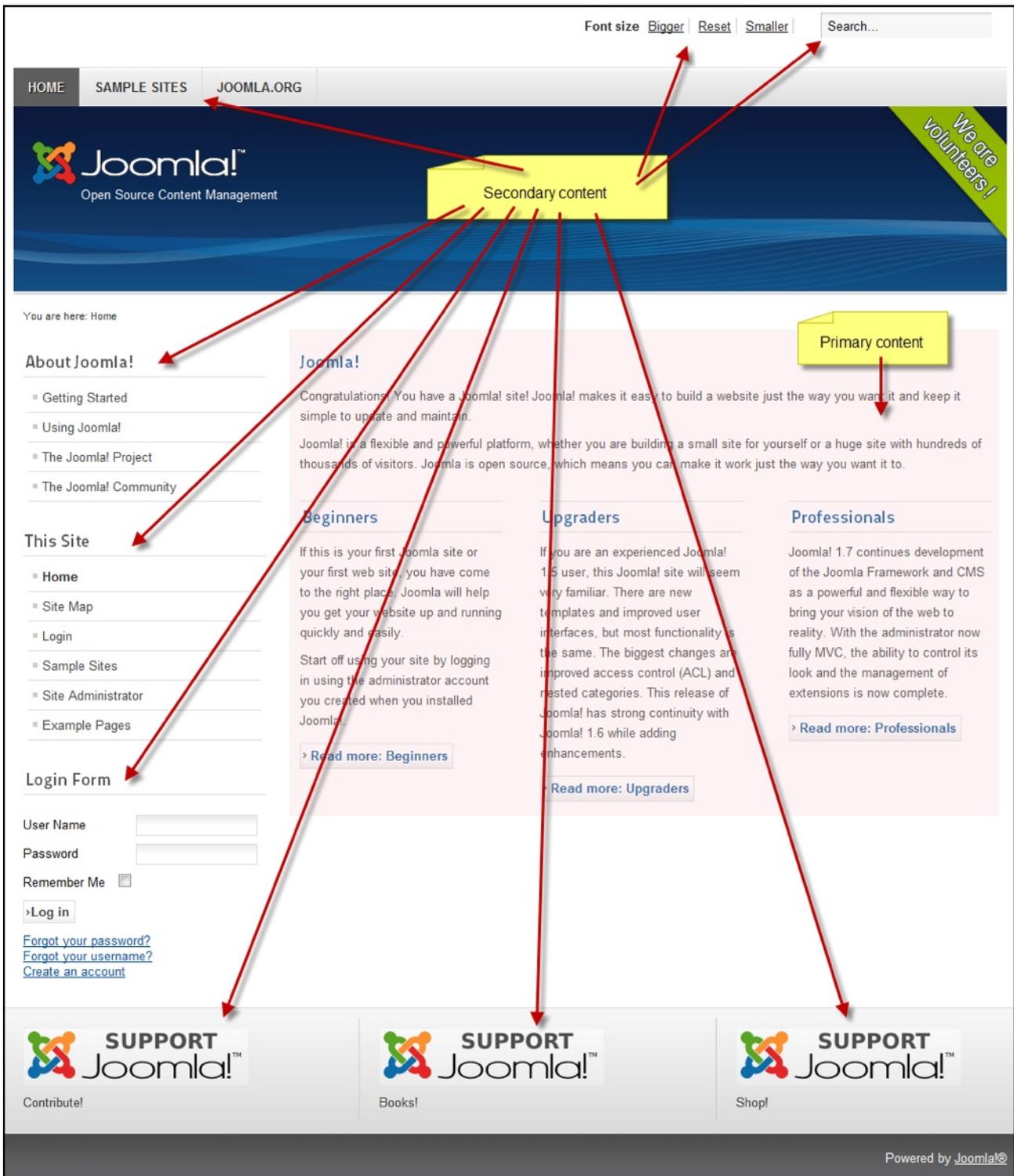
There are positions at the **left**.

There is another position called **breadcrumbs** above this.

And one at the **top**.

The second point to understand with the front-end, is modules. There are two types of content that appear on a page and I like to refer to these as “primary content” and “secondary content”.

Primary content are the main articles and these appear in the main body position of the page. Secondary content items appear in other positions.



Primary & Secondary content

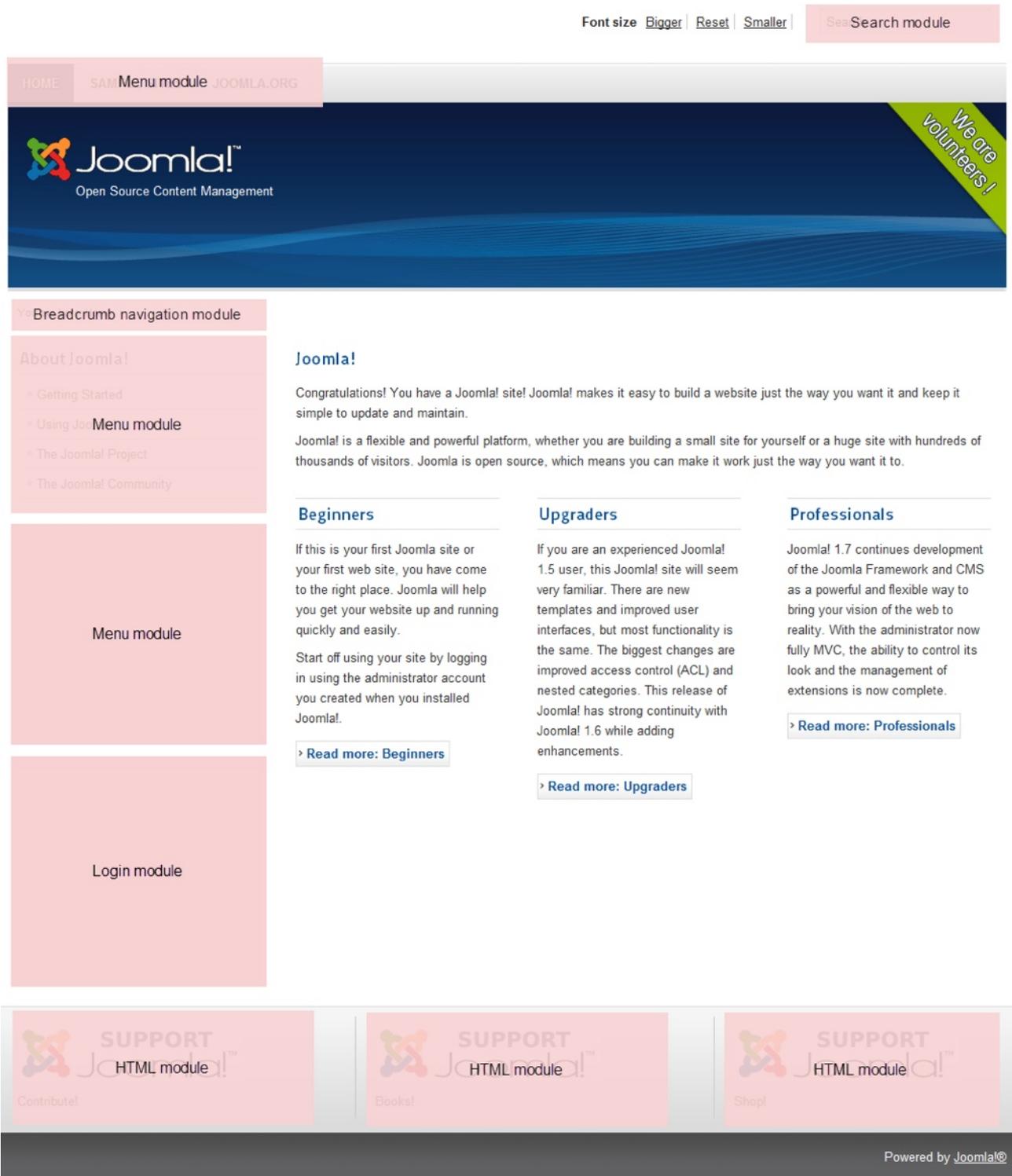
Now, each position can contain more than one piece of content. For example, at the left, there are two menus and a login form – that’s three pieces of content. Each one of these pieces of content is called a module. There are various types of modules included with Joomla and these are discussed in Chapter 13. But let’s have a quick look now.

In the top position is a menu module that provides links to other pages.

I've already mentioned these left menu modules. The last one provides the ability for registered users to login to the site to view and possibly add, additional content.

Above the left column is a "you are here" type of navigation, better known to web developers as a "breadcrumb".

At the top is a module that allows your site visitors to search your site.



There are additional modules built-in to Joomla and hundreds of third party extensions available. Note also that you can specify that modules appear on all pages or just some pages.

These concepts will make more sense as we start to use them, but let's look at a quick summary of the front-end.

Joomla pages are displayed as a result of a file called a template. Templates consist of design elements and positions.

Modules are assigned to positions. They can contain text just like a normal article or they might provide specific functionality such as a menu or a banner ad.

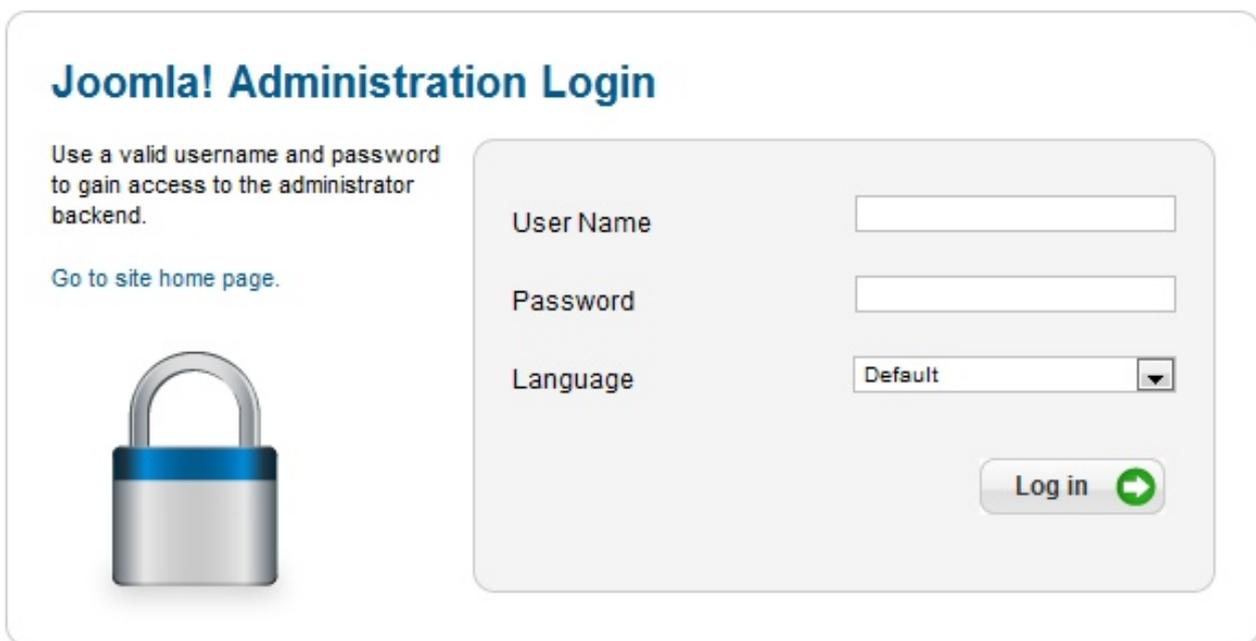
In the next chapter I'll give you an overview of where you control your site and its contents – the Joomla Administrator.

Chapter 9

Administrator

Now that you have a bit of an idea of how the front-end is constructed, let's have a look at the back-end called the Joomla Administrator. This is where you will manage the content and structure of your website.

Enter your site address followed by a forward slash and 'administrator'. For example, www.joomlavidiodemo.com/administrator. Enter the username and password that you specified during the web installation. If your site was installed by your host then they should have sent you the login. And then the password you created during installation.



Joomla! Administration Login

Use a valid username and password to gain access to the administrator backend.

[Go to site home page.](#)

User Name

Password

Language

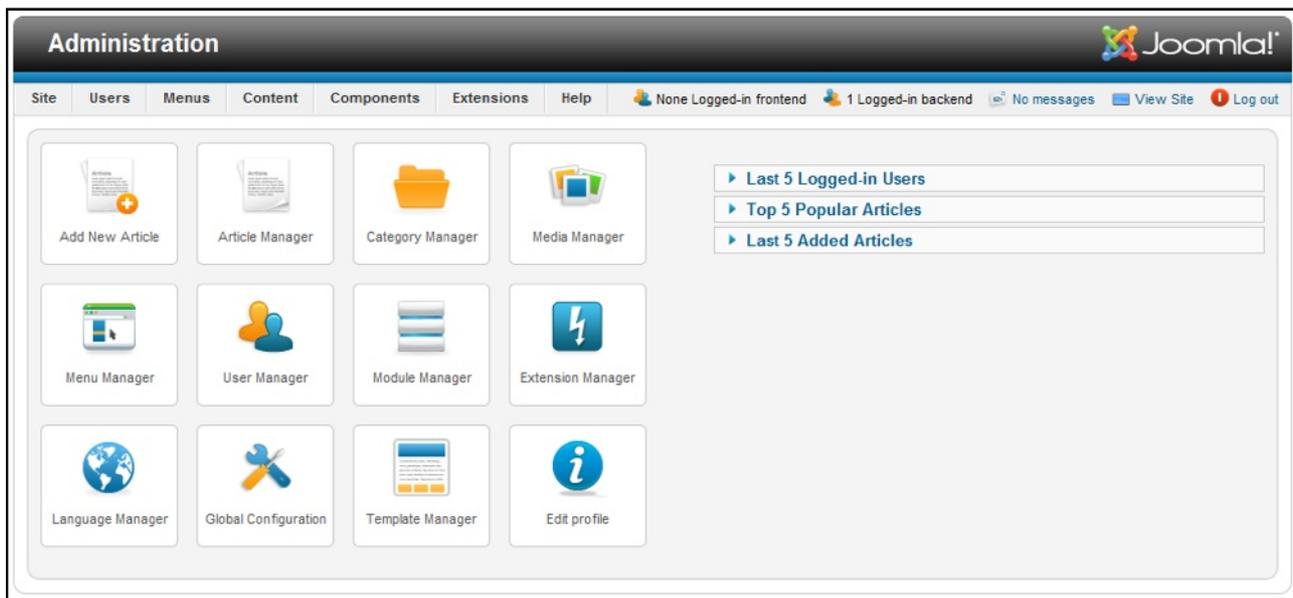
[Log in](#) 

The Joomla Administrator login page

Click the Login button and you're taken to the **Control Panel** page. The icons on this page give you quick access to the most commonly used features. And all features can be accessed from the menus along the top. Let's briefly go through the menu options.

The first link under the **Site** menu takes you back to this initial control panel page. **My Profile** is where you can change your username, password and other settings. **Global Configuration** contains the settings for the site. There are also **Maintenance** and **Information** pages. Finally, when you have finished using Administrator, it is a good idea to Logout. There is also a **Logout** link in the top right of the page.

The **Users** menu is where you can create user accounts for your site. Users can be restricted to certain areas of the site. For example, all visitors to your site can view the **Public** pages. You might like to publish information that can only be visible to certain users who login to the site using a username and password. You can do this by creating rules that specify who can view or edit certain content.



The Administrator Control Panel

The next menu is the **Menus** menu. If you've built traditional web sites, this is one of the harder concepts of Joomla to understand. You don't create pages as such with Joomla. Instead, you create content items, which is what the next menu is for, and then create menu items that in effect create a page. This is all made clear in the following chapters. You can have multiple menus and multiple menu items and the configuration for this is found under **Menus**.

So your actual content items are managed from the **Content** menu and stored inside categories. This is explained in the next chapter.

Components provide specific functionality. Unlike a normal article page that might consist of text and images, **Components** provide some sort of dynamic function, such as banner advertising, ecommerce or RSS feeds. Components are one type of Joomla extension and you will find the other types in the **Extensions** menu. Joomla comes with some basic extensions, but there are thousands of third party options too.

There are some information boxes on the right hand side of the control panel page. These types of boxes are used a lot throughout the Joomla Administrator. When you click the title of the box, it expands to display more information. Clicking the title again, collapses the box. Or if there are a series of boxes and you expand one, clicking the title of another box collapses the first one.

▶ Last 5 Logged-in Users		
▼ Top 5 Popular Articles		
Popular Items	Created	Hits
Weblinks Module	2011-01-01 00:00:01	23
Getting Help	2011-01-01 00:00:01	17
Wrapper Module	2011-01-01 00:00:01	15
Latest Articles Module	2011-01-01 00:00:01	15
Custom HTML Module	2011-01-01 00:00:01	13
▶ Last 5 Added Articles		

Clicking arrowheads causes boxes to expand and collapse

Along the top right is some information including the number of users currently logged in to the frontend – that is the public side of the website and the number of users logged in to the backend Administrator. Joomla has a private messaging system that can be accessed at the top and you can open a new window and view the frontend with the **View Site** link. Finally, as mentioned before, you can log out of Administrator with the **Log out** link which is always a good idea when you've finished. This returns you to the Administrator login page.

That's a quick overview of the major parts of the Joomla Administrator. All of the concepts you need to know to build a basic site are explained in the following chapters. The next chapter introduces you to the Joomla storage system.

Chapter 10

Storage

You have finally reached the point where you will learn about the most important part of a website – the content. There are two parts to understand. This chapter is about the Joomla storage system and in the next chapter, you will learn about the actual articles.

Storing Joomla content in version 1.7 and later is similar to the way you store files on your computer. You probably have all sorts of files such as documents, photos and music tracks. You store these files inside folders. And folders can live inside other folders. There are no rules of course, and you can choose to create folders within folders within folders. It does however become somewhat difficult to manage and find your files if you don't use a logical storage system.

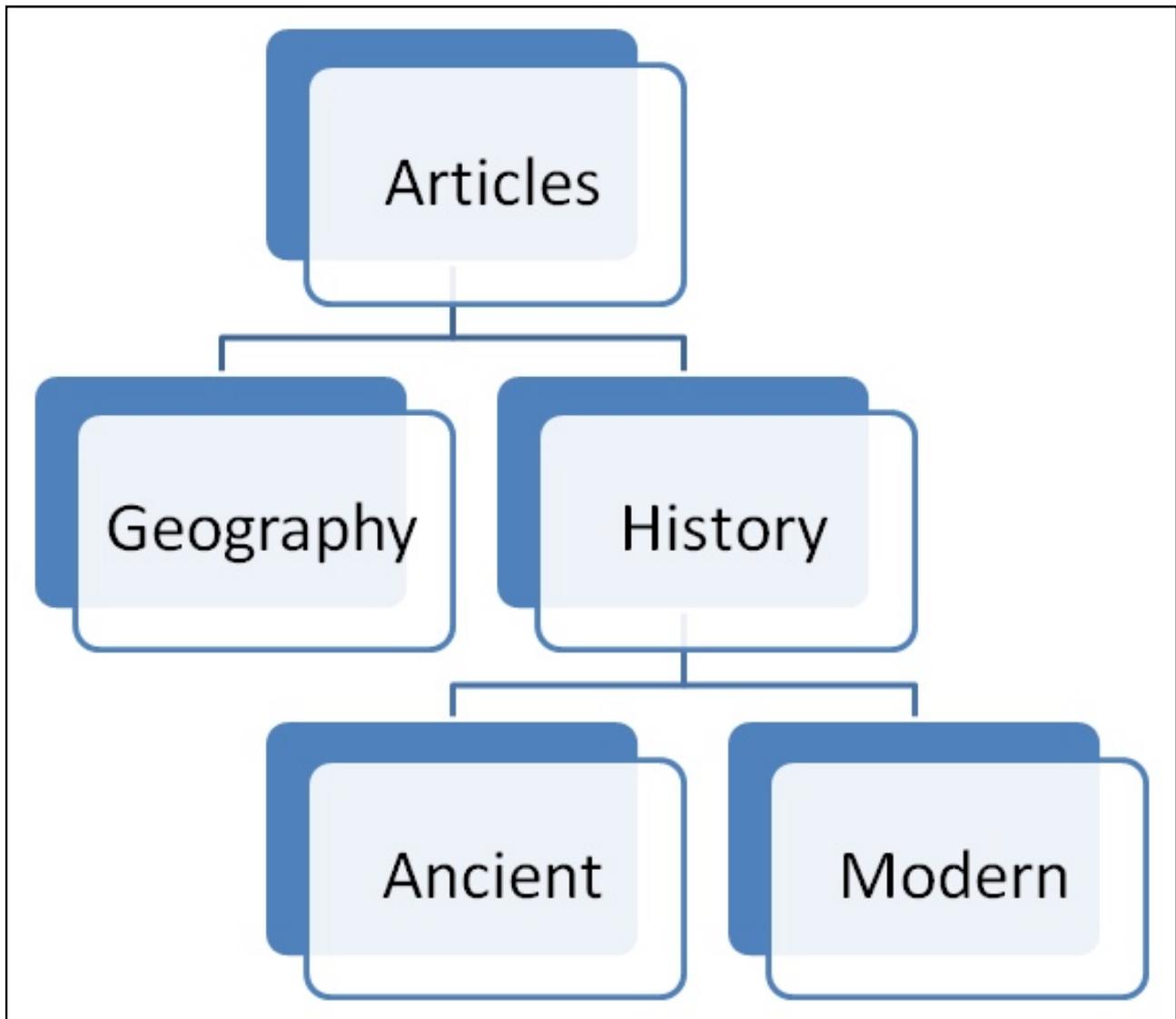
The same principles apply with Joomla. You create content items called articles, which are a bit like files on your computer. These items are stored in categories which are like computer folders. You can create categories within categories which is known as “nesting”. But keep in mind that it is a good idea to keep this structure as simple as practical so it is easy to manage and find items.



Articles are stored inside categories

When planning your site, it is helpful to create a sitemap and in this example, we'll create a simple three-tier hierarchy. There will be a category called “Articles”. Inside that are two more categories

called “Geography” and “History”. Inside the “History” category are two more categories; “Ancient” and “Modern”. Articles can be stored in any of these categories but that’s explained in the next chapter.



It is helpful to map out the category structure before building the site

Let’s now take a look at how to manage categories in Administrator. Login to the Joomla Administrator and click the **Category Manager** button that appears on the Control Panel page. You can also access Category Manager from the **Content** menu at the top. If you installed the sample data during the installation, you will see that there are several categories listed already. Many of these are indented to show that they are sub-categories of other categories. For example, the **Content Modules** category lives inside the **Modules** category which lives inside the **Extensions** category which lives inside the **Sample Data-Articles** category.

The screenshot shows the Joomla! Category Manager interface for Articles. At the top, there is a folder icon and the title "Category Manager: Articles". Below this, there are three tabs: "Articles", "Categories" (which is active), and "Featured Articles". A search filter section includes a text input field, "Search", "Clear", and a "- Select" dropdown. The main content area is a table with a "Title" column and a checkbox column. The categories listed are:

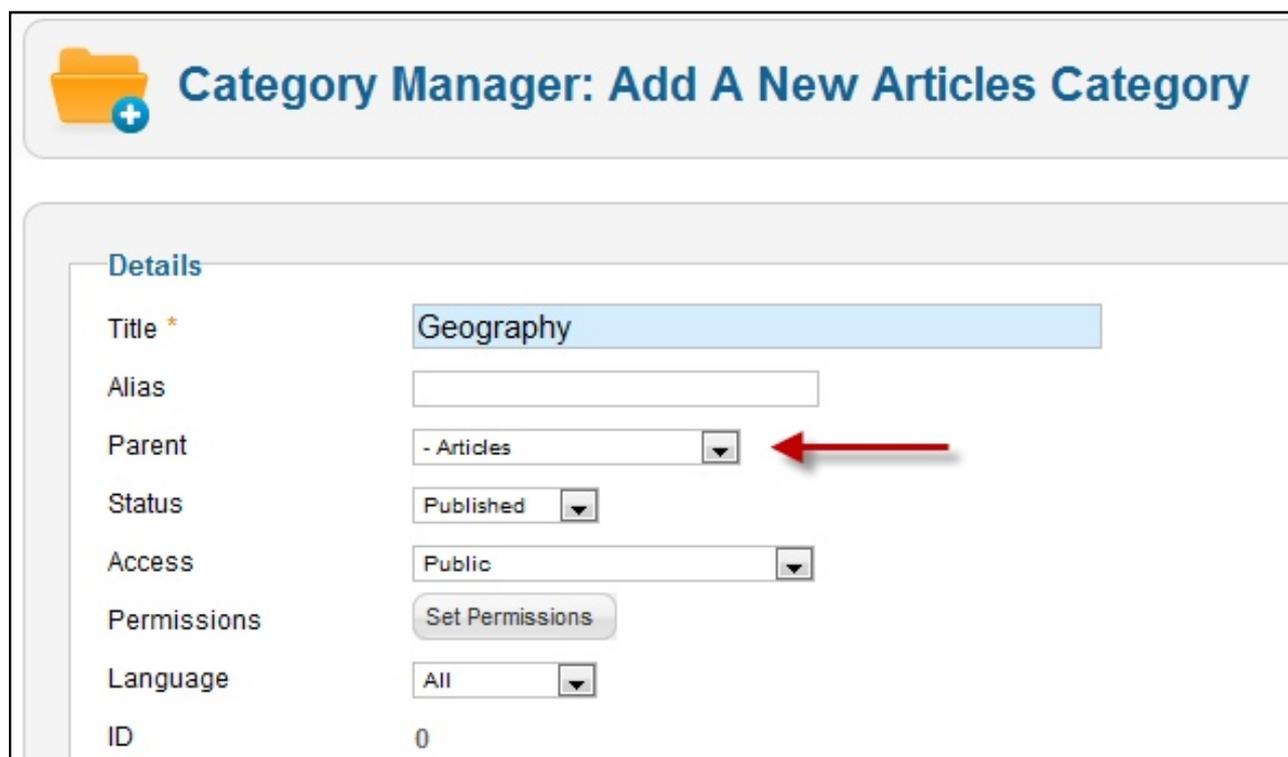
<input type="checkbox"/>	Title
<input type="checkbox"/>	Sample Data-Articles (Alias: sample-data-articles)
<input type="checkbox"/>	├─ Joomla! (Alias: joomla)
<input type="checkbox"/>	├─ ── Extensions (Alias: extensions)
<input type="checkbox"/>	├─ ── ── Components (Alias: components)
<input type="checkbox"/>	├─ ── ── Modules (Alias: modules)
<input type="checkbox"/>	├─ ── ── ── Content Modules (Alias: articles-modules)

An example of categories nested within categories

Let's pretend that we are starting from scratch and therefore don't want to use any of the existing categories. At the top, click **New**. Enter a name for the category in the **Title** box. You can leave **Alias** as Joomla will take care of this when the category is saved. **Parent** refers to the category hierarchy and as this is the topmost category, leave this set to **No parent**. Now Joomla does have all sorts of extra features but to make it as easy as possible to learn, let's skip everything else and click the **Save & Close** button at the top. This returns to the category listing. Scroll down the page and click the **Next** button to view the rest of the list. Note that the **new** category has been added to the bottom of the list.

Now go ahead and create the rest of the categories. Once again, click **New**, and enter the next category title. In the "Parent" drop down menu, you need to specify if this is another top-level category, or if it is a sub-category of a category that already exists. For example, if this is a second-level category, choose the top level category (the "parent") it belongs to. Finish by clicking **Save & Close**. Now in the Category list, you can see that the new category is indented

under the parent category. This process continues until all the required categories have been created.



The screenshot shows the Joomla! Category Manager interface for adding a new article category. The title of the form is "Category Manager: Add A New Articles Category". The form is titled "Details" and contains the following fields:

Title *	Geography
Alias	
Parent	- Articles
Status	Published
Access	Public
Permissions	Set Permissions
Language	All
ID	0

A red arrow points to the "Parent" dropdown menu, which is currently set to "- Articles".

*In this example, a category is being created called **Geography** which will be stored in a category called **Articles***

When creating categories and articles in Joomla, you need to finish the process by saving and in the above examples we used the **Save & Close** button. However note that there are two other options. The first is "Save & New". This option saves the item but instead of returning to the listing, a new entry page is displayed. This is a great time saver when entering lots of data. The other option is simply **Save** which saves the item but the data entry page remains open. This is handy if you want to check the results on the frontend and then immediately return to the editing page.

When it comes time to building your site, you might decide that you only need one category. There are no rules, and what's best for you will be determined by the amount and type of content you wish to display. For many smaller sites, you may well only need one category.

If you ever wish to edit a category, simply go to **Category Manager** and click its title. The editing page will display and you can make any changes and save. At this point it is important to introduce an special Joomla feature. As more than one person can be updating your site at the same time, Joomla uses a "check-out" feature. When you open an item it becomes locked preventing someone else from opening it. When you save the item it becomes unlocked again. This works really well but there is a potential trap. If you open something and then use the back button in your browser, Joomla doesn't know that you have finished with the item and it remains locked. To prevent this, never use the browser back button while you are in the Joomla Administrator. Always choose **Save** or if you don't want to save choose **Cancel**. If you ever make this mistake, you can fix it by going to **Site – Maintenance – Global Check-in**. If you're sure that no one else is working on anything, select the box at the top to select everything and then click the **Check In** button at the top right.

Database Table	Items to check-in
<input checked="" type="checkbox"/> <i>j1qfj_banner_clients</i> table	0
<input checked="" type="checkbox"/> <i>j1qfj_banners</i> table	0
<input checked="" type="checkbox"/> <i>j1qfj_categories</i> table	0
<input checked="" type="checkbox"/> <i>j1qfj_contact_details</i> table	0
<input checked="" type="checkbox"/> <i>j1qfj_content</i> table	1
<input checked="" type="checkbox"/> <i>j1qfj_extensions</i> table	0
<input checked="" type="checkbox"/> <i>j1qfj_menu</i> table	1
<input checked="" type="checkbox"/> <i>j1qfj_modules</i> table	0
<input checked="" type="checkbox"/> <i>j1qfj_newsfeeds</i> table	0
<input checked="" type="checkbox"/> <i>j1qfj_weblinks</i> table	0

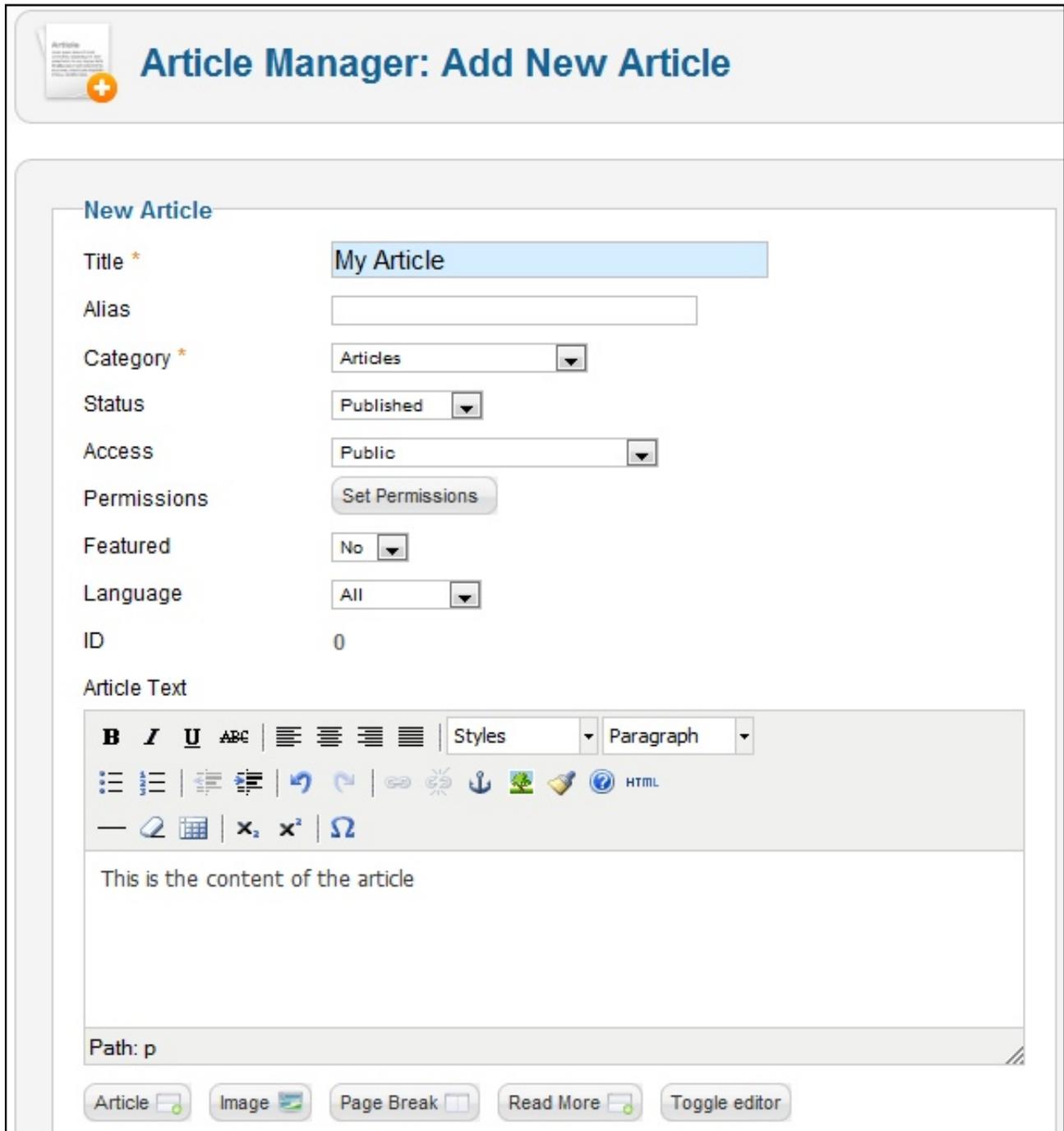
How to use the Global Check-In feature

You now have an understanding how the Joomla storage system works and how to create categories. In the next chapter, you will learn how to create articles.

Chapter 11

Articles

In this lesson you will learn how to create an article in Joomla. Start by logging in to Administrator and then click on the button labelled **Article Manager**. If you installed the sample data, you'll see several articles listed. Create a new article by clicking the **New** button at the top. Then enter a heading for the article in the **Title** box.



The screenshot shows the Joomla! Article Manager interface for adding a new article. The title is "My Article". The category is "Articles", status is "Published", and access is "Public". The featured status is "No" and the language is "All". The ID is 0. The article text is "This is the content of the article". The path is "p".

Article Manager: Add New Article

New Article

Title *

Alias

Category *

Status

Access

Permissions

Featured

Language

ID 0

Article Text

B *I* U ABC | | Styles Paragraph

| | HTML

| |

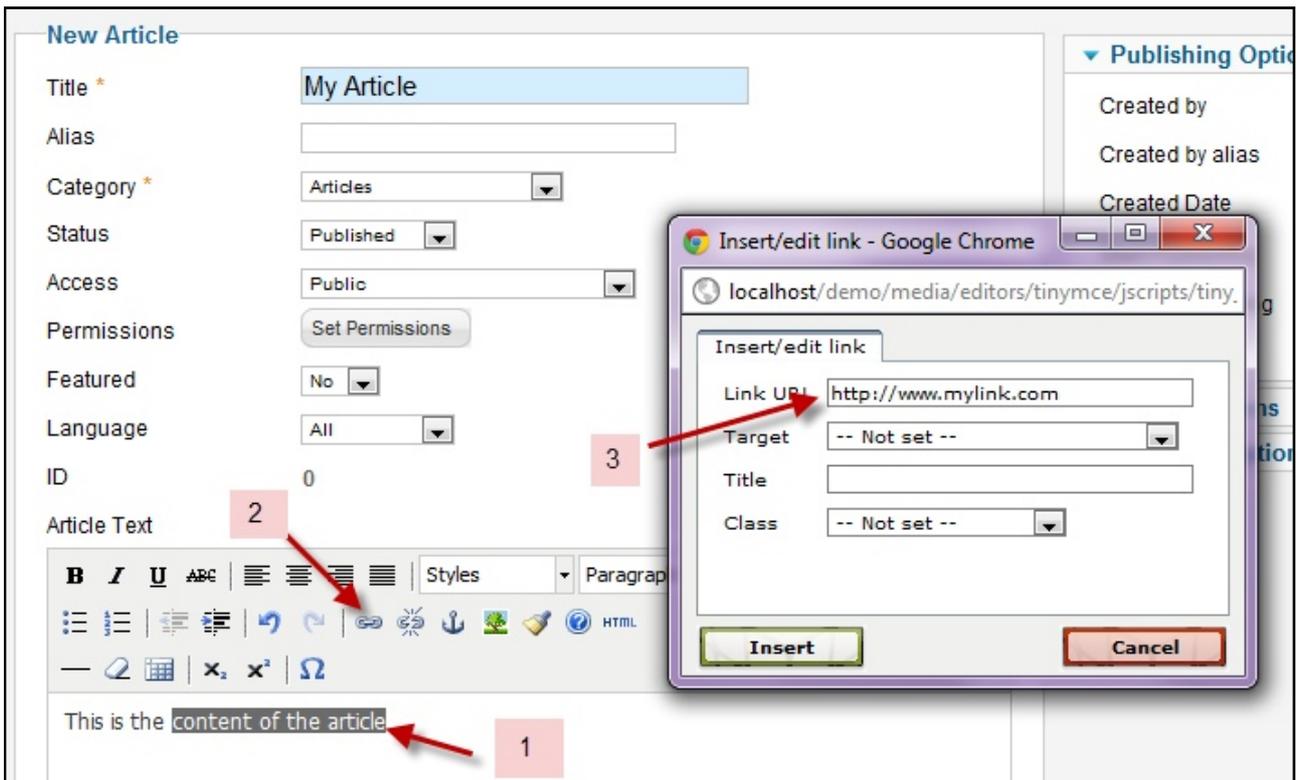
This is the content of the article

Path: p

As a minimum, articles need a Title, they need to be assigned to a Category and they need some content.

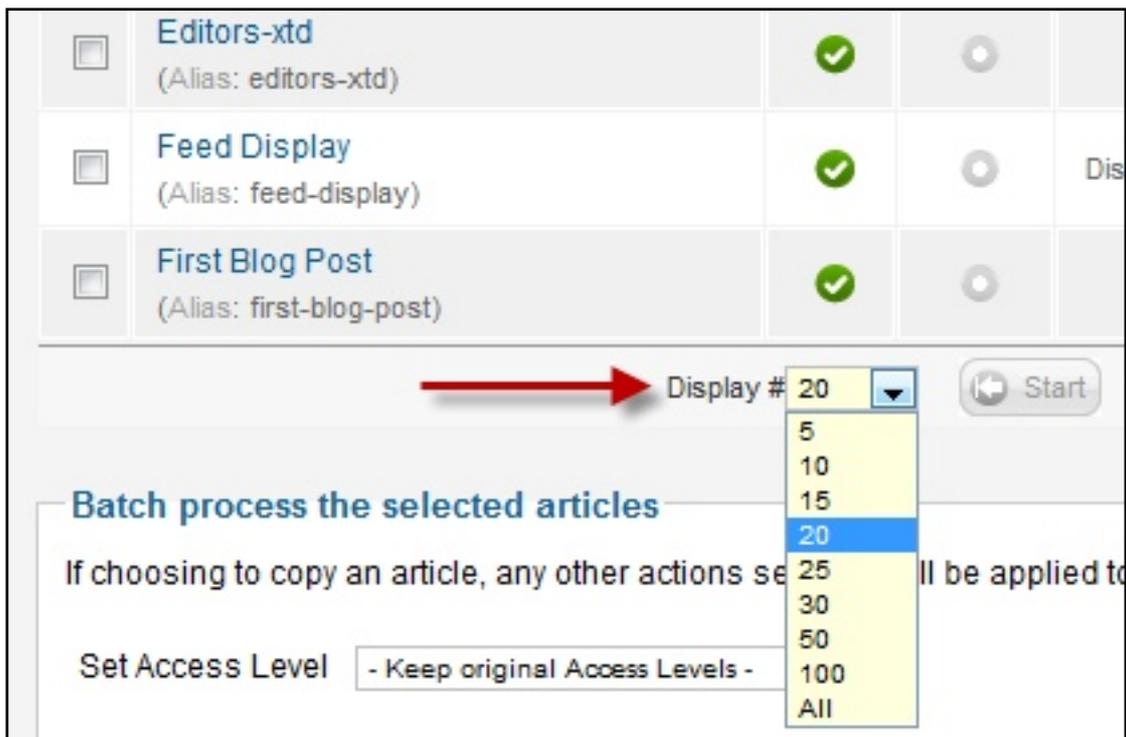
You also need to tell Joomla where the article should be stored, so choose the relevant category. Skip the other options, click inside the **Article Text** box and start typing. This text editor includes features similar to a word processor. For example you can highlight some text and make it bold by clicking the 'b' icon. The best way to get familiar with these features is to simply experiment.

The one feature you'll probably use a bit is the link tool. To use this, highlight the relevant text and click this button that looks like a chain. A new window appears and you need to enter the web address of the link. You don't need to set anything else so click the insert button and the pop-up window disappears. You'll notice that your text has changed to indicate the presence of a link. If you ever need to change the link, just click somewhere in the link text and click the link button again to bring up the window. When you're done, click "Save & Close" to return to the Article Manager.



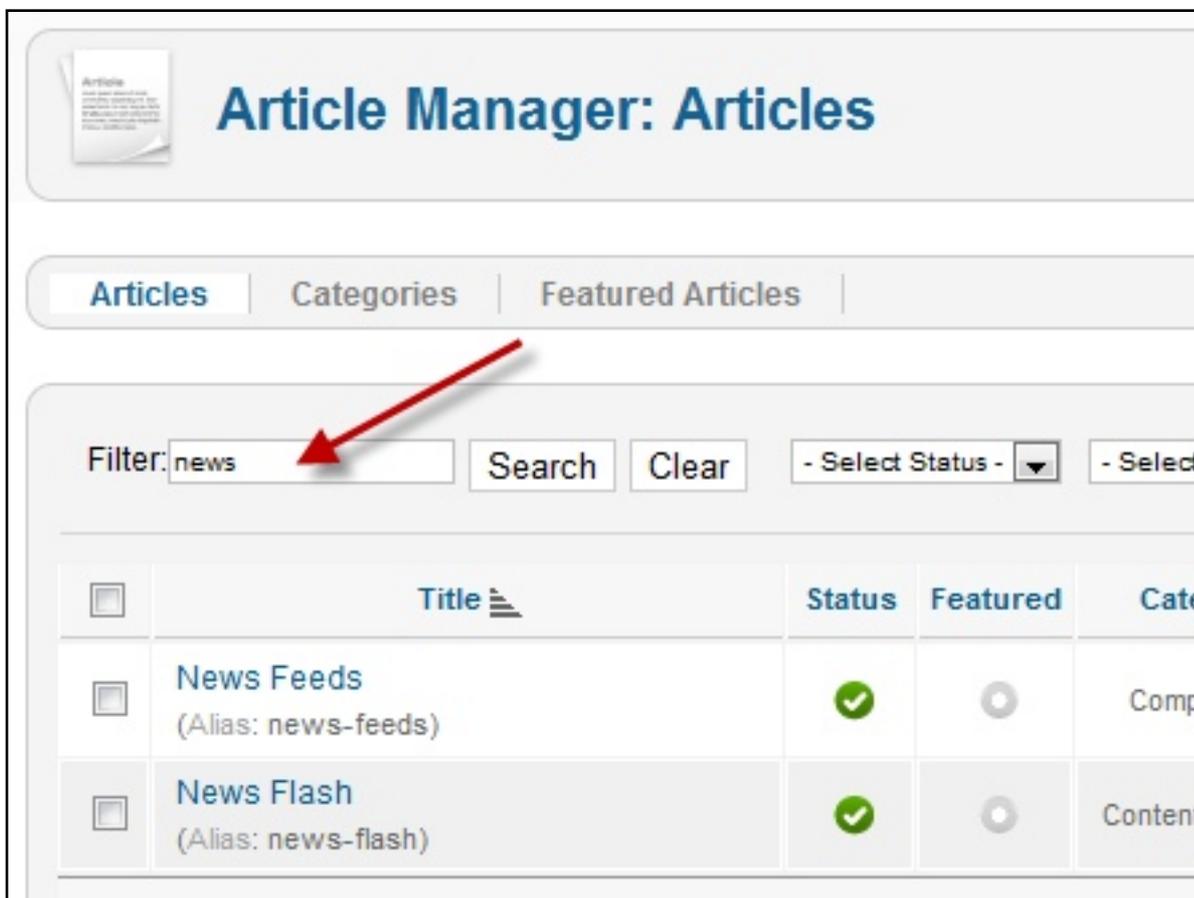
The steps to create a link in an article

Scroll down to the bottom of the page and you'll notice that there are navigation buttons that link to other pages within Article Manager. You can click the next button here to view the next set of articles. By default, 20 articles are displayed at a time. By changing the setting in the "Display" drop-down menu, you will be able to see more or fewer articles on each page of the Article Manager.

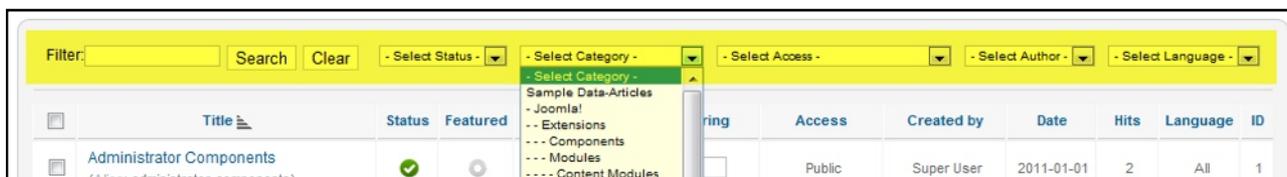


You can choose the number of items displayed per page within Administrator

As your site grows, it becomes more difficult to find the article you want to manage, so Joomla provides some filtering. Scroll back to the top and enter a word that you know appears in the title of your article. Click the “Search” button to view the results and click the “Clear” button to return to the full list.



You can also filter by category. And if you have more than one person using the site you can filter by Author. Articles have a feature where you can **Unpublish** them which hides them on the front-end and you can filter the list using this feature too.



There are various filters available to help you find the article you need

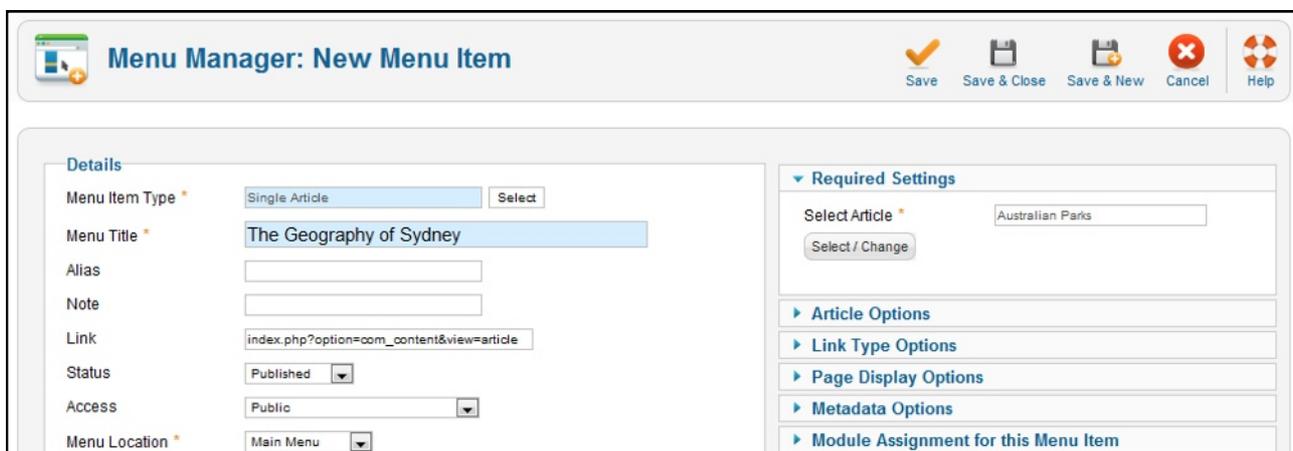
Now the obvious thing to do next would be to go to the front-end of the site and look at the article that was created. However it isn't there yet and this is a vital point to understand with Joomla. An article was created and stored in Joomla. However there are several ways to display content and so there is a final step to perform. In the next chapter, you will learn how to display content by creating a menu.

Chapter 12

Menus

In this chapter you will learn how to display articles on your site using menus. With a traditional website you use navigation menus to link to pages. But menus provide two functions in Joomla. They create a new page and format the page by using settings to determine how one or more articles should appear. Let's look at two possibilities; adding a link to an existing menu and creating a new menu from scratch.

Have a look at the front-end of the sample Joomla site. If you wish to add a link to an item in a menu that already exists, then this is very easy. Login to Administrator and click the **Menus** menu followed by **Main Menu**. The Main menu appears displaying the current links. Click the New button and then next to **Menu Item Type** click the **Select** button. You will see that there are various link types that can be created, but you'll mostly use the options listed under **Articles**. To create a menu item that links to a single article, click **Single Article**. The pop-up windows closes and you're returned to the menu item entry page. Enter a title for the link. Then in the right column, choose the appropriate article by clicking the **Select/Change** button. A pop-up window appears displaying all of the articles. If it is difficult to find the appropriate article, you can use the filter options at the top, as demonstrated in the previous chapter. Click the title of the article and you're returned to the main window. That's all the settings that need to be entered so finish by clicking **Save & Close**.



The screenshot shows the Joomla! Menu Manager interface for creating a new menu item. The title bar reads "Menu Manager: New Menu Item". The interface is divided into two main sections: "Details" on the left and "Required Settings" on the right. In the "Details" section, the "Menu Item Type" is set to "Single Article", the "Menu Title" is "The Geography of Sydney", the "Link" is "index.php?option=com_content&view=article", the "Status" is "Published", the "Access" is "Public", and the "Menu Location" is "Main Menu". In the "Required Settings" section, the "Select Article" is set to "Australian Parks". Below this, there are several expandable sections: "Article Options", "Link Type Options", "Page Display Options", "Metadata Options", and "Module Assignment for this Menu Item". The top right of the interface contains several action buttons: "Save", "Save & Close", "Save & New", "Cancel", and "Help".

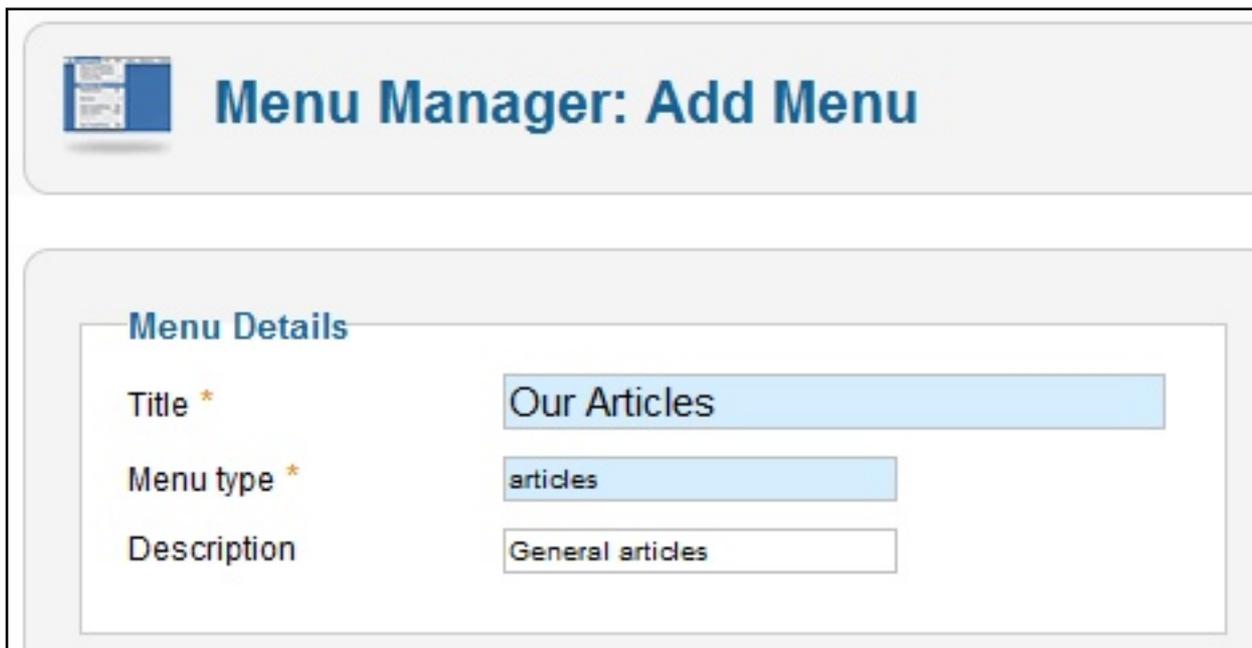
Menu Items need a Type, Title and usually additional settings in the right column

Jump over to the front-end and refresh the page. You will see that the link has been added and when you click on it, the article appears.

The second method you need to learn is creating a Menu Item from scratch, instead of simply adding a link to an existing menu.

Once again start at the Joomla Administrator and go to the **Menus** menu and click the **Menu Manager** button. You will see a list of the current menus. Now click New and enter a Title. You also need to enter a reference in **Menu Type** that is used by Joomla and this should contain no spaces. Finally, if you end up with several menus then you might find it handy to include a

description to help you remember what is contained in each menu. Click **Save & Close** and you'll see that the new menu has been added to the bottom of the list.



The screenshot shows the Joomla! Menu Manager interface for adding a new menu. At the top, there is a header with a Joomla! logo and the title "Menu Manager: Add Menu". Below this is a section titled "Menu Details" which contains three form fields:

Field Label	Value
Title *	Our Articles
Menu type *	articles
Description	General articles

Menus need a Title and a Type and optionally a description

The next step is to create a menu item that lives inside the new menu, as was done before. Go to **Menus** choose the newly created menu. Click **Select** – choose **Single Article** – and enter a title. In the right column, click **Select/Change** and choose the appropriate article. Click **Save & Close**.

Now go to the front-end and refresh the page. You'll notice that nothing's changed! Let's just recap what was done. The menus that pre-installed with Joomla as part of the sample data have already been assigned to positions in the template. And there are various links in each menu. If you add a link to an existing menu then that will work fine. But when you create a new menu, it needs to be assigned to a position in the template.

In Chapter 8, **The Front End**, I explained that there are different elements on a Joomla page, one of which are modules that provide certain functionality. Menus are in fact a type of module so when you want to display a new menu on your site, you need to firstly create the menu functionality, but then also create a module and assign the module to a position. You will learn that step in the next chapter which is all about Joomla modules.

Chapter 13

Modules

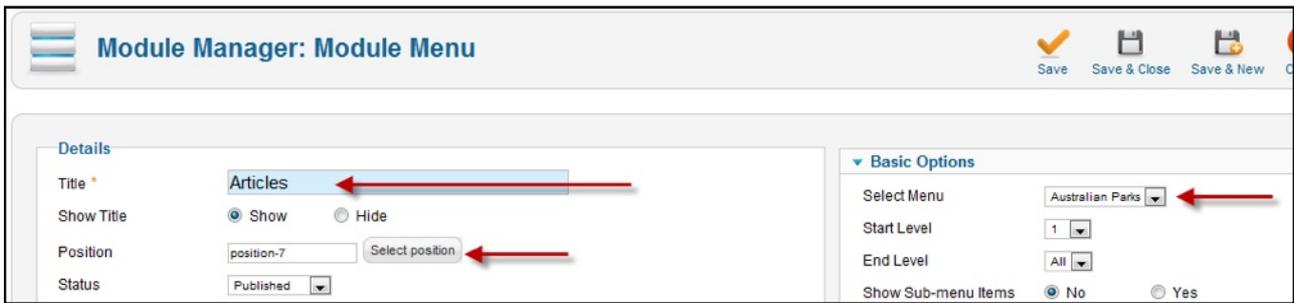
In this chapter you will learn how to create a new module and assign it to pages throughout your site. There are various modules built-in to Joomla and these are accessed by logging in to Administrator and going to **Extensions – Module Manager**.

The list displayed are the modules that are included with the sample data. Some are currently disabled as indicated by a red circle. Start by creating a menu module to display the menu that was created in the previous chapter. Click **New** and a pop-up window will appear displaying the various module types. When you install third party extensions, more options may appear in this list. Click Menu and you are returned to the main window.

Select a Module Type:	
Archived Articles	Articles - Newsflash
Articles - Related Articles	Articles Categories
Articles Category	Banners
Breadcrumbs	Custom HTML
Feed display	Footer
Language Switcher	Latest News
Latest Users	Login
Menu	Most Read Content
Random Image	Search
Statistics	Syndication Feeds
Weblinks	Who's Online
Wrapper	

A list of the default Joomla Modules

Enter a name for the menu. In the right column, click the **Select Menu** drop-down box and choose the appropriate menu. There is one more setting that needs to be specified. If you recall from the frontend lesson, a Joomla template comprises several boxes called positions. You need to tell Joomla which position should be used to display the module. This is discussed in more detail in the **Templates** chapter. Click the **Select position** button and scroll through the list until you find the appropriate position. Click it to return to the main window and then click **Save & Close**.



Menu Modules need a Title, Position and you need to specify the appropriate menu

Go to the frontend and refresh the page. The new menu type has been added in the position you specified and it includes the menu item that was created in the previous chapter. Clicking the item in the menu displays a page containing that article.

Return to **Module Manager** in Administrator. As each type of module provides a unique function, the process of creating a module can vary. The basics are always the same though. Click **New**, choose the module type, enter a **Title** and select the **Position** to display the module. Then enter any other settings applicable to the module. Once you save the module and refresh the frontend, you will see the new content.

Modules can be displayed on all pages, or just pages you specify. When creating or editing a module, you'll see a large section at the bottom of the left column labelled **Menu Assignment**. By default, when you create a module it is set to **On all pages** which means that the module will be displayed on every page of the site. To change this, set the option to **only on the pages selected**. You then select the pages where the module should appear. You can start with no pages selected by clicking **Toggle Selection**. Then choose the menu relating to the pages you want to select.

Menu Assignment

Module Assignment

Menu Selection:

- Home
- Site Map
- - Articles
- - Weblinks
- - Contacts
- Login
- Sample Sites
- - Parks
- - Shop
- Site Administrator
- Example Pages

Modules can appear on all pages, or just the pages you specify

There is one last thing to consider with modules. Let's say you have more than one module in the same template position and you want to change the order in which those modules are displayed. This is done using the **Ordering** column. This feature needs to be initially activated by clicking the actual word Ordering at the top of the column. At that point, you have a choice of two methods. You can either repeatedly click either the up or down arrow head to move the module into your desired position, or better still, you can manually enter a number and click the little icon that looks like a disk. That refreshes the list and positions everything accordingly. Have a look at the front-end to see the new module ordering.

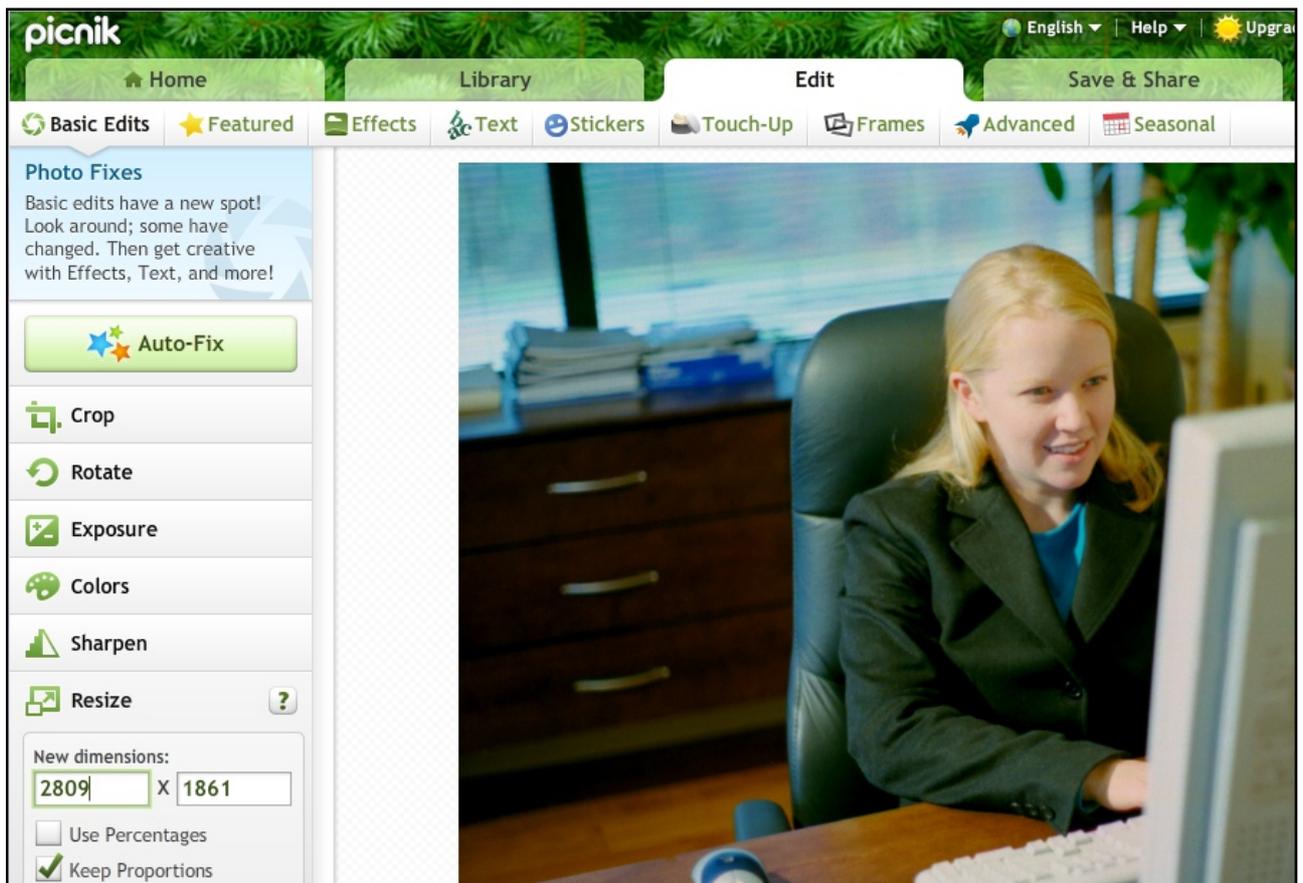
Up until now our content has been just text. But images are essential on any website so in the next chapter, I will show you how to insert them into your articles and modules.

Chapter 14

Images

In this chapter I will introduce you to the Joomla Media Manager and show you how to add images to your articles. Before you start working with images it is important to understand something about image sizes. If you have worked with photos for a while online you will no doubt be well familiar with this, but if you are new then this is an important concept to understand. Images, particularly photos taken with modern digital cameras, can be very large both in terms of the size they take up on your screen and the file size. If you don't resize images before putting them on your web page, they will look out of proportion to the rest of the page and your visitors will get frustrated as they wait a long time for the image to be displayed. So it is important to resize images before placing them in your articles.

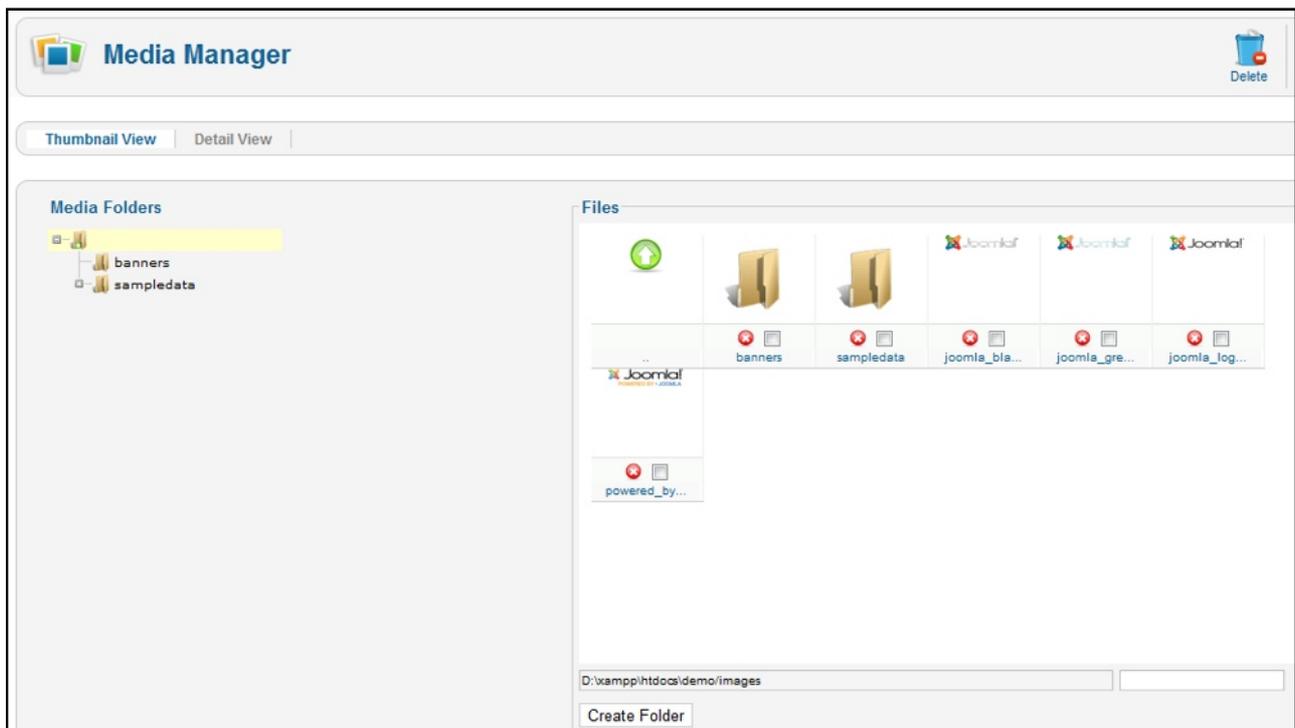
You can of course do this using software on your computer and if you already know how to do this, then just keep using your preferred method. However if you are unfamiliar with this process, let me demonstrate how to resize images using a free online application called [Picnik](http://www.picnik.com). Go to "www.picnik" – that's with a **k** ".com". Click **Get started Now** and then **Upload a photo**. Find the appropriate image on your local computer. Select the file and click **Open** or whatever your browser specifies. Your image will open and you'll see several buttons above it. Click the **Resize** button and enter your desired dimensions. Now this part is harder to advise, as Joomla templates have different widths and so the first time you do this, you might need to make a few versions until you discover a size that works well with your site design. Keep the **Keep proportions** box checked and the height will automatically be adjusted. That's all you have to do to resize, but note that this tool also includes several other features such as cropping, colors and more. When you have finished, click the **Save and Share** tab towards the top right. The default settings provided will most likely be fine so just click the **Save Photo** button. If you are saving it in the same location as the original file, you might like to give it a different name so you don't overwrite the original. And then click **Save**.



Picnik is a free tool to help you to resize images and includes other photo editing tools

Now go to the Joomla Administrator. Once you have logged in, go to Content - Media Manager. This is where you can upload images and any other files. Notice that there are a few sample images there already as well as a couple of sample sub-folders called **banners** and **sampledata**. Uploading a new image is easy, just click the **Choose file** button, find the image you wish to upload on your local computer and double-click it. Then click the **Start Upload** button. Now that your image has been uploaded, head over to the **Article Manager**. Under the **Content** Menu, click **Article Manager**.

Now start a new article or edit an existing one. Decide where you want the image to go, for example, at the right hand side of the first paragraph. Click in the editor at the position where you want it. Even if you want it at the right, click at the start of the paragraph. Now look underneath the editor and click the **Image** button. A new window appears displaying all the files in the **images** folder. Click the appropriate image and provide a short description. Also choose where you would like the image to appear – either at the left or the right of your insertion point. Finish by clicking the **Insert** button at the top right. The image has been inserted but remember to save the article.



The Joomla Media Manager

At this point you can go to the front end to view the change. You might like to use the **View Site** shortcut at the top right. This displays the home page in a new window.

One final point with images. When you have a few images to upload, you'll probably find it easiest to use the **Media Manager**. However you might have noticed another possibility. Go back to Administrator and click anywhere within the article. Click the Image button again. Notice that there is an "Upload files" section. You can start writing an article and insert an image straight into the images folder from here. Then select it as before and **Insert**.

That's all you need to know about images. It is now time to talk about the look of your site which is explored in the next chapter - Joomla templates.

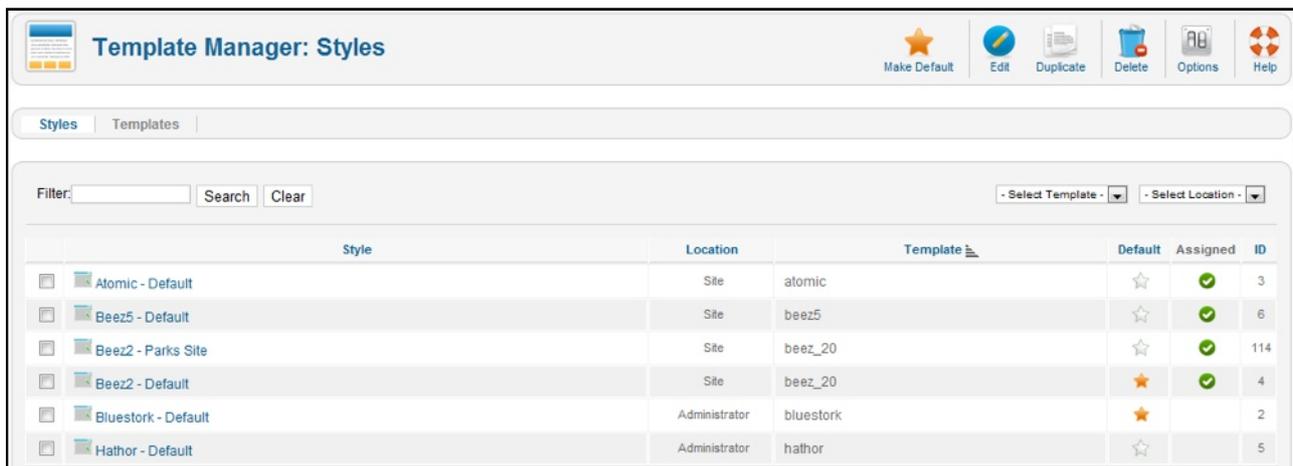
Chapter 15

Templates

One of the great things about Joomla is the wide range of templates that are available. If you are a designer, you can create your own templates too or find someone experienced to build a template from your design. The process of creating a template is complex so this is not explained in this series. However let's take a general look at templates including how to find and install new templates.

Login to **Administrator** and go to **Extensions – Template Manager**.

You'll see that there are six templates installed; four **Site** templates and two **Administrator** templates. The templates being used are marked with a star. To change the template simply click the button on the left of the template name and click the **Make Default** star in the top right. The default star moves to the newly selected template. Now when you look at the front-end of the site you'll see that it has a completely different look.



The Joomla Template Manager

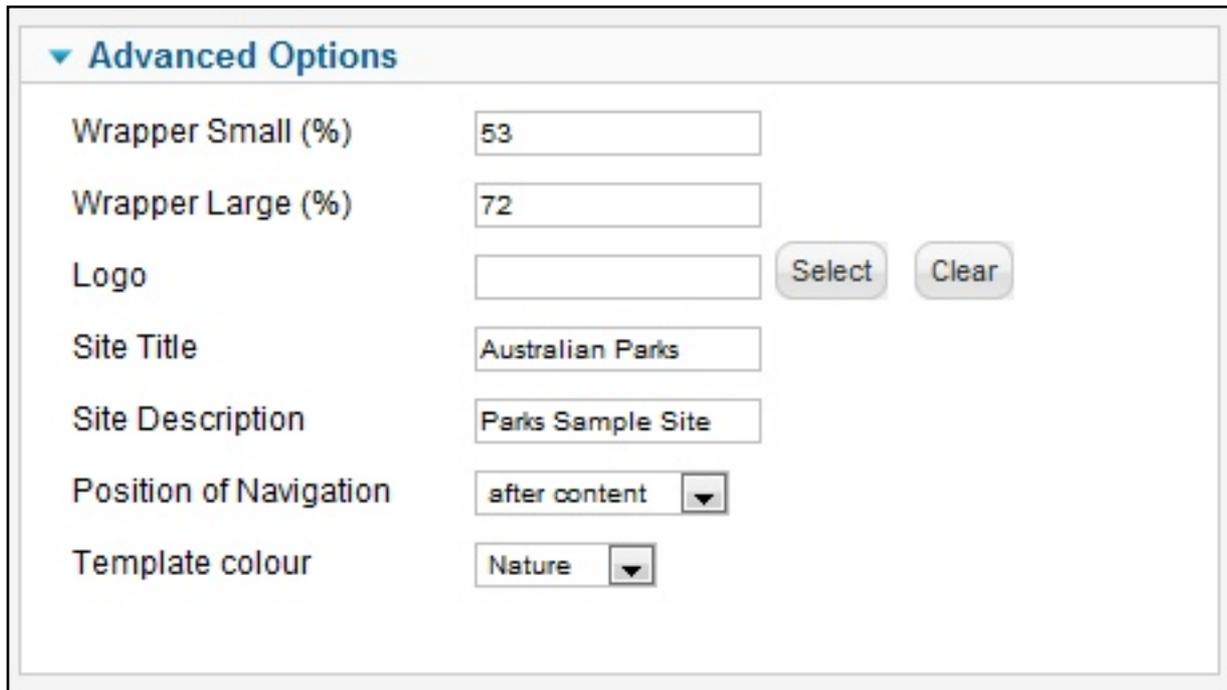
You are not limited to the pre-installed templates. There are thousands of Joomla templates available or you can commission a Joomla designer to create a unique template for you. Google **Joomla templates** or look at the templates category at the **Joomla Resources Directory** which is introduced in the final chapter.

When you find a suitable template, have a read of the installation instructions, usually provided by the template developer as everyone has a different way of doing things. In some cases you need to download a compressed file from the developer and install this file onto your site. In other cases, you download a file, extract the contents onto your local computer and install one of the extracted files.

Let's go through the process with a template that just needs to be installed directly. Start by downloading the template file. Then in **Administrator**, go to **Extensions – Extensions Manager**. Click the **Choose file** button and navigate to the location of the template file you downloaded. Select it and click the **Upload & install** button. Depending on the size of your template and your Internet connection speed, this could take some time. Once it's been uploaded you need to make it the new default template. Go to **Extensions – Template Manager**. Click the check box to the

left of the desired template and then click the **Make Default** button. Go to your front-end to see the results. It may not look exactly the same as the demonstration that you saw from the template developer and this is where you need to refer to the instructions that come with the template to see what changes you need to make to your configuration to produce the best result.

Joomla template developers have the ability to include parameters that allow you to change the look and certain functionality of the template. Click on the template title and look in the right column. These options vary from one template to another or they might not exist at all. These settings are purely up to the template developer's discretion.



▼ Advanced Options	
Wrapper Small (%)	<input type="text" value="53"/>
Wrapper Large (%)	<input type="text" value="72"/>
Logo	<input type="text"/> <input type="button" value="Select"/> <input type="button" value="Clear"/>
Site Title	<input type="text" value="Australian Parks"/>
Site Description	<input type="text" value="Parks Sample Site"/>
Position of Navigation	<input type="text" value="after content"/> ▼
Template colour	<input type="text" value="Nature"/> ▼

Some templates include features to change certain functions

In an earlier lesson, I explained that templates include code that tells Joomla where to position the modules. A good template developer will provide a “map” that displays the positions available in the template. It’s helpful to have this on hand when you create a module so you know where to position it. But if no template map is supplied, you will need to either open an existing module and look at its position or try this trick. From **Template Manager** click the **Options** button in the top right. In the pop-up window, change **Preview Module Positions** to **Enabled**. Click **Save & Close** and go to the frontend of the website. Then add the following to the URL of your home page:

/index.php?tp=1

For example, if your web address is www.joomlavidemodemo.com, you would enter **www.joomlavidemodemo.com/index.php?tp=1**

This displays light colored boxes on top of the page contents. They’re sometimes a bit hard to read, but the template position names are superimposed on the content.

And that’s all there is to installing and configuring a template. In the next chapter, you will learn how to get the most out of Joomla by using extensions.

Chapter 16

Extensions

Joomla provides all the functionality you need for a simple site but if you require some specific functionality then you can often find what you need at the Joomla Extensions Directory. In this lesson I will take you through this directory and show you how to download and install an extension.

To begin, head over to extensions.joomla.org. There are a number of ways you can search for Extensions but when you know what category you are after it is easiest to browse through the options in the left column. Each listing includes a brief description of each plus reviews and votes by other Joomla users. When you find something that sounds interesting, click on the title to learn more and download. Some extensions are marked as non-commercial, meaning they are free, but some extensions are only available for a fee.

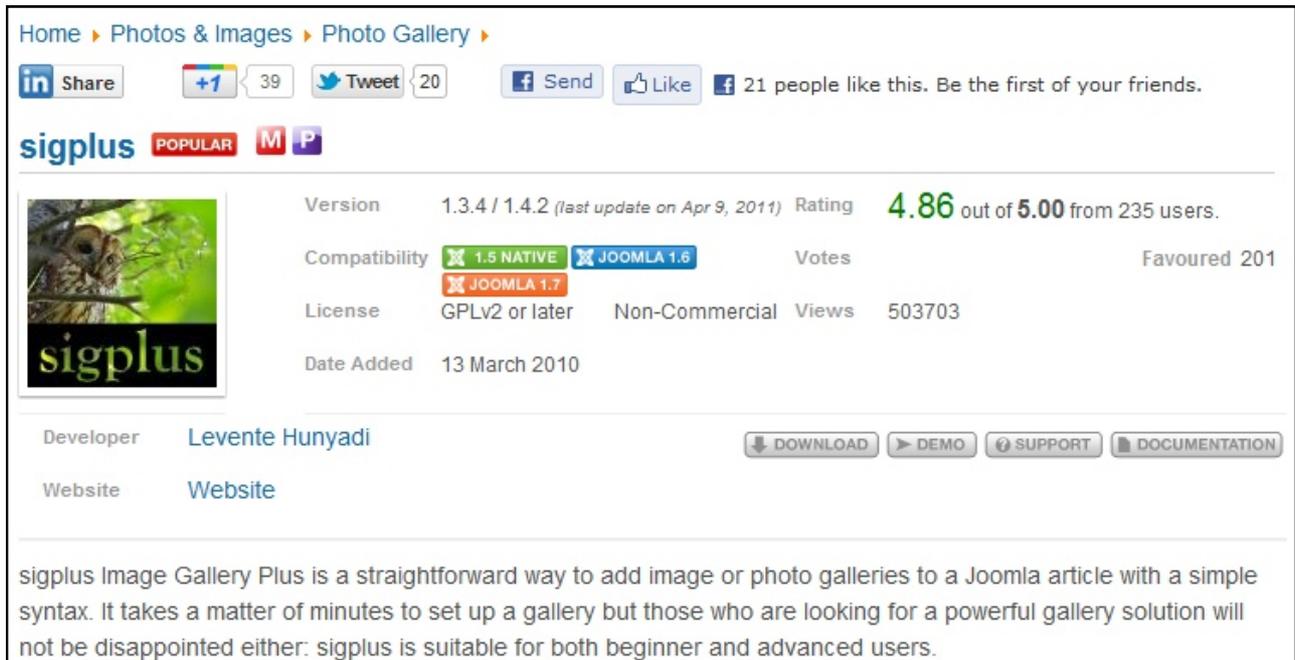
The screenshot shows the Joomla! Extensions Directory website. At the top, there is a navigation menu with links for 'Joomla!', 'About', 'Community & Support', 'Extend', and 'Download'. A search bar is located in the top right corner. Below the navigation menu, the page title is 'The Joomla! Extensions Directory™'. There are two buttons: 'Download' (orange) and 'Demo' (blue). Below the title, there is a secondary navigation menu with links for 'Home', 'All Categories', 'New Extensions', and 'Recently Updated'. The main content area is divided into two columns. The left column is titled 'CATEGORIES' and lists various extension categories such as 'All Categories', 'Access & Security', 'Administration', 'Ads & Affiliates', 'Calendars & Events', 'Clients & Communities', 'Communication', 'Contacts & Feedback', 'Content Sharing', 'Core Enhancements', 'Directory & Documentation', 'e-Commerce', 'Editing', and 'Extension Specific'. The right column is titled 'RANDOM NEW EXTENSIONS' and displays a grid of extension listings. Each listing includes a title, a brief description, and a 'Download' button. The extensions listed include 'Ajax Domain Check', 'Remote Database', 'RizVN Support', 'BJ Calendar with...', 'Abivia SuperTable', 'OurSiteSolution...', 'JV Bing Translator', 'Slideshow with Ken...', 'Fixed Vertical Module...', 'Site Lock', 'News Calendar', 'DigiStore', and 'Shopping Cart'. A banner for Zendesk Help Desk Tools is visible in the middle of the page. Below the banner, there is a section titled 'NEW AND NOTEWORTHY' which features a 'News Calendar' and a 'JLinked' extension listing.

The Joomla Extensions Directory

As there are multiple versions of Joomla, you need to check that the extension you want is available for your version of Joomla. Ensure that the appropriate icon – in this case Joomla 1.7 – appears in next to the **Compatibility** label. Now click the download button which will take you to an appropriate page at either the developer's website or sometimes to a code library.

You might need to work out which of the files listed is the right one, and with any luck, the developer will provide some instructions. Click the file name to save it to your computer. Just like

templates, extensions are sometimes installed using the initial file that was downloaded or that file might need to be extracted first on your local computer. Look back at the Joomla Extensions Directory listing and click the **Website** link to view the developer's site. This will probably provide you with some instructions.



The screenshot shows a Joomla! extension listing for 'sigplus'. At the top, there are navigation links: Home > Photos & Images > Photo Gallery. Below this are social sharing buttons for LinkedIn (Share), Facebook (+1), Twitter (Tweet), and Facebook (Send, Like). The extension name 'sigplus' is displayed in a large font, followed by a 'POPULAR' badge and 'M P' icons. A small thumbnail image of a bird is shown on the left. To the right of the thumbnail, the following information is provided: Version 1.3.4 / 1.4.2 (last update on Apr 9, 2011), Rating 4.86 out of 5.00 from 235 users, Compatibility with Joomla! 1.5 Native, Joomla! 1.6, and Joomla! 1.7, License GPLv2 or later, Non-Commercial, Views 503703, and Date Added 13 March 2010. Below this, the developer is listed as Levente Hunyadi, with buttons for Download, Demo, Support, and Documentation. A 'Website' link is also present. A short description at the bottom states: 'sigplus Image Gallery Plus is a straightforward way to add image or photo galleries to a Joomla article with a simple syntax. It takes a matter of minutes to set up a gallery but those who are looking for a powerful gallery solution will not be disappointed either: sigplus is suitable for both beginner and advanced users.'

A typical Extension listing

To install an extension, go to Administrator and login. Go to **Extensions – Extension Manager**. Choose the file that was downloaded and click Upload & install.

Now you really do need to have a read of the instructions on how to use the extension. All extensions work differently and it is impossible to provide training on how to use all of them. However there are some principles that you will find helpful.

There are three types of extensions and you control each one differently. The first is called a plug-in and these are controlled within an individual article. The first step is to activate it and optionally change some settings. Go to **Extensions – Plug-in Manager**. Look for the new extension that was installed and click the **Title**. Enable it by changing the drop-down menu to **Enabled**. Then consult the instructions and decide if you need to adjust any of the options in the right column. Click **Save & Close**.

Click within the article at the point where you want the plug-in to function. Then refer to the extension instructions to determine what to write. For example, you might enter **{gallery}** – followed by some other details and then finish it by entering **{/gallery}**.

Another extension type is a “module” as explained in the lesson on modules. These are managed by going to **Extensions – Module Manager**. Plug-ins work inside an article whereas modules are placed into positions in your template.

The last extension type is **Components** and these tend to be more complex. As such they live under their own menu. Components often have several aspects to their functionality and these might be broken into pages with sub-menus. The resulting content from components may appear in the main part of the page or inside a module. Also note that when you install an extension, you might end up with a component, several modules and plug-ins.

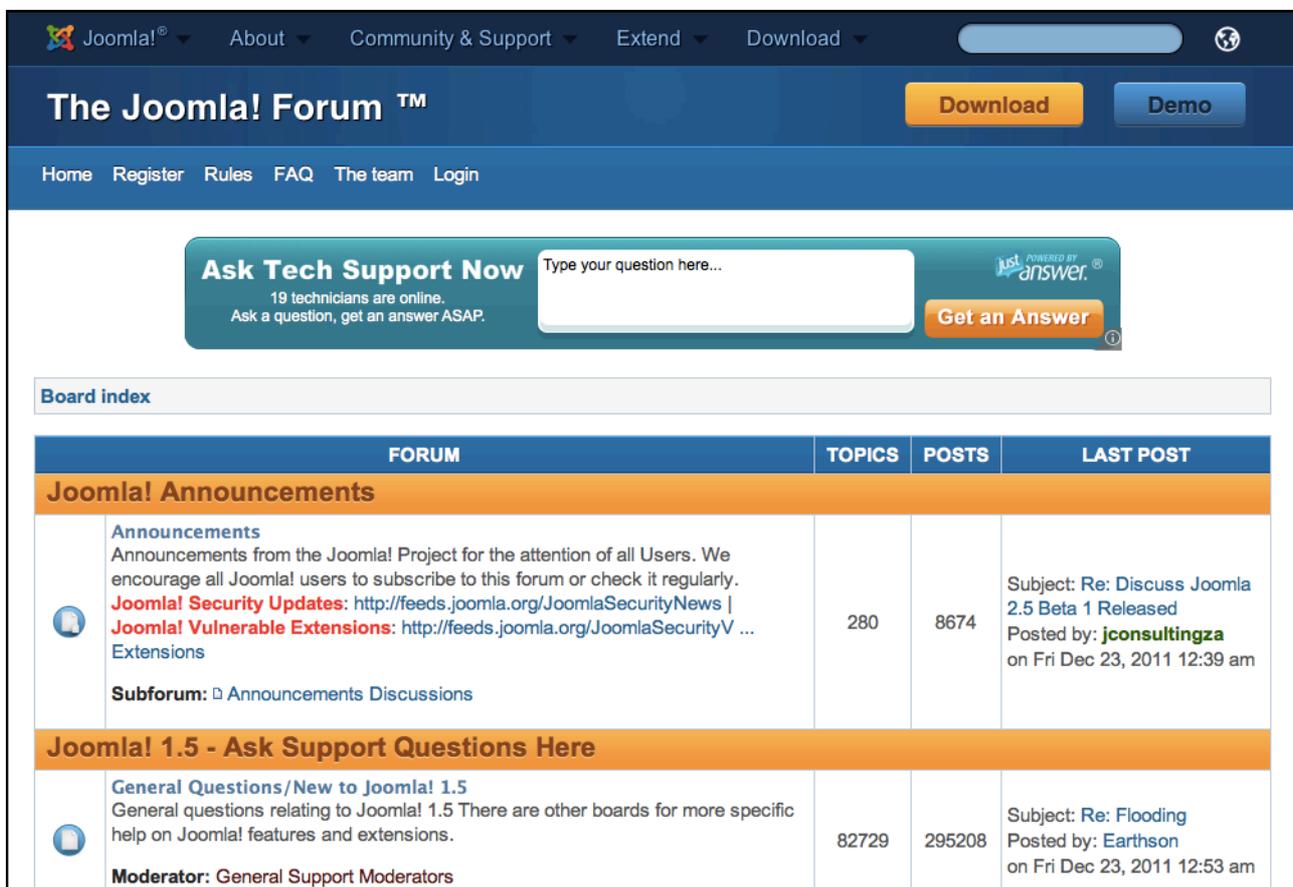
Once again, refer to extension documentation for more details. You now know how to find an extension, install it as well as the three different types of extensions. In the final chapter I will wrap everything up and give you some hints on where to go from here.

Chapter 17

Conclusion

Congratulations on choosing to learn Joomla the fast and easy way. You now know everything necessary to build a basic Joomla website.

Right now, you probably want to get started, but during your development, you'll almost certainly need some help. Let's take a quick look at some helpful sections of the Joomla website. The best place to get help is at the [Joomla Forum](#). This contains tens of thousands of posts and so there is a good chance that your question has already been answered. Remember when dealing with people via the forum that everyone is a volunteer and Joomla is a free product so you don't have a right to demand anything. I've seen some pretty rude posts in the forum which is guaranteed to elicit an equally abrupt reply.



The screenshot shows the Joomla! Forum website interface. At the top, there is a navigation bar with links for Joomla!, About, Community & Support, Extend, and Download. Below this is a header for "The Joomla! Forum" with "Download" and "Demo" buttons. A secondary navigation bar includes Home, Register, Rules, FAQ, The team, and Login. A prominent "Ask Tech Support Now" banner features a search input field and a "Get an Answer" button, noting that 19 technicians are online. Below the banner is a "Board index" section with a table listing forum categories.

FORUM	TOPICS	POSTS	LAST POST
Joomla! Announcements			
Announcements Announcements from the Joomla! Project for the attention of all Users. We encourage all Joomla! users to subscribe to this forum or check it regularly. Joomla! Security Updates: http://feeds.joomla.org/JoomlaSecurityNews Joomla! Vulnerable Extensions: http://feeds.joomla.org/JoomlaSecurityV ... Extensions Subforum: Announcements Discussions	280	8674	Subject: Re: Discuss Joomla 2.5 Beta 1 Released Posted by: jconsultingza on Fri Dec 23, 2011 12:39 am
Joomla! 1.5 - Ask Support Questions Here			
General Questions/New to Joomla! 1.5 General questions relating to Joomla! 1.5 There are other boards for more specific help on Joomla! features and extensions. Moderator: General Support Moderators	82729	295208	Subject: Re: Flooding Posted by: Earthson on Fri Dec 23, 2011 12:53 am

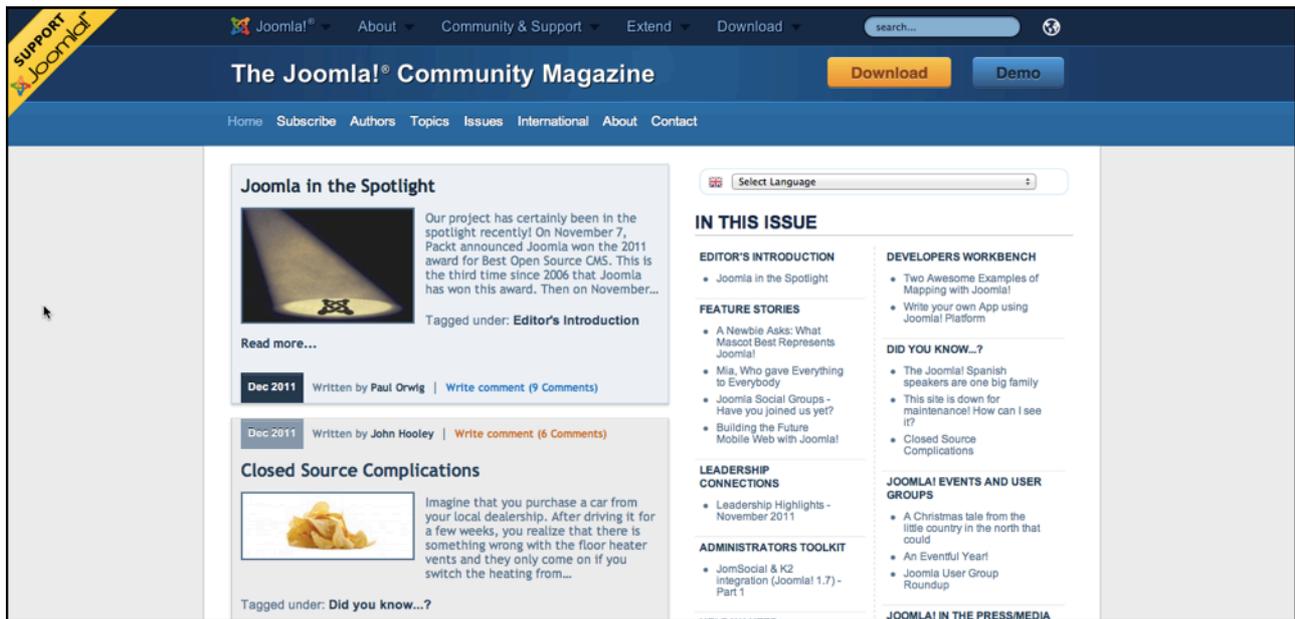
The official Joomla Forum

We also run a forum at www.buildajoomlawebsite.com/forum Anyone can post in the general forum and Joomla Pro customers have their own "Priority Support" forum.

The next place to visit is the [Joomla Extensions Directory](#) mentioned in the previous chapter.

Another section at Joomla to check out is the [Joomla Resources Directory](#). 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 links to [Joomla People](#) which is a social network site, [Joomla User Groups](#) where you might find a group of Joomla people in your local area and the [Joomla Magazine](#) which is full of news and advice.



The Joomla Magazine

I hope you've learnt a lot from this free course. Look out for our other training which covers advanced topics such as all the other features in Joomla, e-commerce, membership sites, search engine optimization, how to create a blog, and even how to earn \$4000 a month as a part-time Joomla developer.

I look forward to seeing your first Joomla website.