



## Congratulations on purchasing Crisp Gallery

You have made the first step to improving your web presence. This document will take you through the install and configuration processes of your new website step by step.

In this Document it is assumed that you are already familiar with WordPress. If you get lost, please go to [http://codex.wordpress.org/Main\\_Page](http://codex.wordpress.org/Main_Page) to find more information.

What are you waiting for? Let's get started!

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# Checklist

Before you start using the Crisp Gallery theme, make sure you have the following:

- Internet connection
- Properly configured Domain Name and Host
- Ability to create a database on your Host (check with your host administrator)
- FTP program or other way of accessing your web server
- Images are scaled to a height of around 500px – 600px
- A logo image with a maximum width of 140px - with a black background and no padding around the logo (so the logo image lines up cleanly with the navigation)

## Installation Overview

This list shows what we will cover in this document. We advise you to read the whole document before using the Crisp Gallery Theme. The learning process will be:

1. Understand how this theme works
2. Install Wordpress
3. Install Crisp Gallery Theme
4. Set up your Home page
5. Set up your Gallery page/s
6. Set up your Content page/s
7. Customise eTheme Options

## **Step 1: Understanding how this theme works**

This theme has been made to turn WordPress into a Portfolio Content Management System. WordPress was not created for this purpose so please bear that in mind whilst navigating the WordPress Dashboard as you will find that there is a lot of pages and buttons (our advice: just don't click on the ones you don't need to!).

This WordPress theme uses pages not posts (unlike most gallery themes). We find that pages make more sense as a gallery is still a page, just with images.

The home and gallery pages do not require you to insert any images or WordPress galleries into the page, it only requires you to upload them to the page (this is a process called attaching images). The theme will find the attached images and use them. This makes it easier for you to manage (add captions, re-order, delete and add) you images via the media panel on each page

This Theme requires you to make a page to be used as a home page. (This page will show 1 or more images and act as a front page to the website)

This Theme also requires you to make 1 or more gallery pages to show your work. (These Gallery pages show your work in a nice horizontal slider)

All other pages and sub pages act as normal and all plug-ins should work just fine. Keep in mind that this website uses a horizontal layout and you must place dividers (covered later in the document) to separate the content into columns.

## Step 2: Installing WordPress

*\*If you ever feel like reading more about any WordPress topic, jump over to [http://codex.wordpress.org/Main\\_Page](http://codex.wordpress.org/Main_Page).*

WordPress is a great blogging and CMS software but at the end of the day it is made up of 2 things: a whole bunch of files and a database on your server.

The guys over at WordPress have created a very thorough installation guide, so instead of just copying there instructions, we have provided the link to the original documentation. If this is your first time dealing with a WordPress installation, don't feel overwhelmed, it is very simple and can be done in 6 steps!

To install WordPress, follow the steps here:

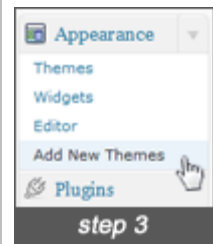
[http://codex.wordpress.org/Installing\\_WordPress#Famous\\_5-Minute\\_Install](http://codex.wordpress.org/Installing_WordPress#Famous_5-Minute_Install)

*\*If your host gives you access to a cpanel, you may be able to install Wordpress via a simple installer like fantastic deluxe.*

## Step 3: Installing the eThemes Crisp Gallery theme

Installing the Crisp Gallery Theme is simple, just follow these steps:

1. Download the Crisp Gallery Theme .zip file
2. Log into Wordpress Dashboard
3. Navigate to Appearance > Add New Themes
4. Click on the Upload button
5. Browse for the crisp-gallery.zip file
6. Click Install Now
7. Active the Theme.
8. That's it! Now you need to customize the website with pages and options

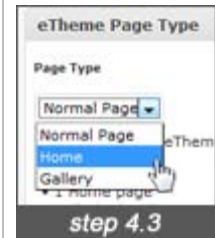


## Step 4: Set up your Home page

1. From your admin dashboard click on Pages > Add New
2. The first input is for a page title, type in Home
3. On the right you will see a box called “eTheme Page Type”, from the drop down menu select “Home”
4. Publish your post. Once the page refreshes you will now notice that your main text area has disappeared and been replaced by a Gallery images box.
5. You now need to upload image/s. If you upload more than 1 image on your home page, the images will cycle through with a fading transition on your home page. Click on the add images button.

*\*Please Scale your images to a height of 500px – 600px before uploading to reduce file size and improve website speed.*

6. Upload 1 or more files by clicking the button labelled “Select Files” and choose your image/s.
7. Scroll down and click on “Save all changes”. If you fail to click this button, your image will be uploaded to the Media Manager but will not be assigned to your home page. If this happens click on Media and you can then attach your image to your home page.
8. Once you have saved changes, you will be taken to the gallery tab, on this tab you can manage your images by clicking the button “show”
9. You can add your alternative text to your images by clicking “show”. (Captions will not display on the home page)
10. Close the add image window once you are happy with your images, you can see a preview of your home page image/s by clicking refresh. **Finally, publish your page**



## Step 5: Set up your Gallery page/s

1. From your admin dashboard click on Pages > Add New
2. The first input is for a page title, type in the name for this gallery
3. On the right you will see a box called “eTheme Page Type”, from the drop down menu select “Gallery”
4. Publish your post. Once the page refreshes you will now notice that your main text area has disappeared and been replaced by a Gallery images box.
5. You now need to upload image/s. Click on the Upload images button to bring up the Add an Image panel.

*\*Please Scale your images to a height of 500px – 600px before uploading to reduce file size and improve website speed.*

6. Upload 1 or more files by clicking the button labelled “Select Files” and choose your image/s.
7. Scroll down and click on “Save all changes”. If you fail to click this button, your image will be uploaded to the Media Manager but will not be assigned to your home page. If this happens click on Media and you can then attach your image to your gallery page.
8. Once you have saved changes, you will be taken to the gallery tab, on this tab you can manage your images by clicking the button “show”.
9. You can add your captions and alternative text to your images by clicking “show”
10. Close the add image window once you are happy with your images, you can see a preview of your home page image/s by clicking refresh.
11. Finally, publish your page. Your Gallery page should now be functioning fine.
12. If you have purchased Crisp Gallery pro, you can create more than one gallery page. Just follow these instructions again to create a new gallery page.

## Step 6: Set up your Content page/s

1. From your admin menu click on Pages > Add New
2. The first input is for a page title, type in the name for this page
3. On the right you will see a box called “eTheme Page Type”, “Normal Page” should already be selected, if not select “Normal Page”.
4. Enter in your content as per usual. You can use the full range of headings (We recommend using an H1 tag at the top of the page and to use h2 headings to break up sections of content. You can insert images as well to make your content look nicer.

*\*As this website has a fixed height, you will need to insert markers that tell the content to arrange itself into columns. To do this: type in [column] when you want WordPress to separate the content. a column has a maximum width of 300px. Keep this in mind whilst inserting column markers.*

5. If you do not insert any [column] markers, the page will just display your content in a whole width fashion. You can install a plug-in called “Tinymce Advanced” to allow you to create tables. By using tables, you can create the column layout with more flexibility.
6. Finally, publish your page.

## Step 7: Customise eTheme Options

Customising your theme is easy, just follow these steps:

1. From your admin menu click on eTheme
2. **Custom Logo:** Enter either text or a URL to your logo file. If you want to use a custom logo, you must first upload your logo file via media manager then copy and paste the URL.
3. **Colour Manager:** Choosing your colour theme is simple. Click on the colour wheel and select a specific colour for a specific part of the website. Play around with combinations until you find the one that works best with your work.
4. **Gallery Image Spacing:** If your work is very similar you may need to add some spacing between your images. Enter a number in the Gallery Image Spacing box.
5. **Gallery Navigation Style:** Change the way users interact with your gallery. Select either “Scroll” or “Click”.
6. **Website Title:** Give your website a title. This the generic title so do not include the words “home” in it. The title will automatically add the page name after it.
7. **Website Description:** Give your website a general description. This description will be used if no other description is given to the page itself. Website Descriptions can boost your search engine ranking.
8. **Website Keywords:** Give your website a set of general keywords to be used by search engines. Keywords can be given to specific pages just like Descriptions.



*That's It! Your website is all set up! Below are some tips and tricks on improving your website.*

# Tips and Tricks

## Making your content look good

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As this is a horizontal theme, WordPress is not yet equipped to handle columns of text. We have however included a simple workaround for you to achieve great looking content. You can separate your content into columns by typing “[column]” on a new line.

## Improving site speed

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Re-scale all your images to a height of 500px – 600px. This will reduce load time as images will not need to be scaled by the browser. Also, try to keep all images to a small file size (under 300kb each)

## Improving site SEO

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To get the most out of your website: write relevant descriptions for each page, keep the length of your description to 150 characters, aim for no more than 10 Keywords per page and keep your title length under 60 characters.

## Login Easier

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Press Ctrl + UP to login to Wordpress or Ctrl + Shift + UP to login to Wordpress in a new tab

## Navigate Images with your Keyboard

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When your Gallery is running on click navigation, you can use your left and right keys to navigate through images