



# Joomla!™ 3

## Newbie's Guide

**Author: Chandan Kumar**

**Free Edition**

[www.chandan.pro](http://www.chandan.pro)

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## Preface

This **Joomla 3! Newbie's Guide** provides website designer and administrator with the knowledge to install, configure, implement, troubleshoot & perform maintenance Joomla 3 Content Management System.

## Acknowledgments

I want to thank my mentor and friends for their advice and encouragement. I hope everyone who uses this book enjoys working on Joomla as I do.

Above all I want to thank my wife, Rity and the rest of my family and friends, who supported and encouraged me in spite of all the time it took me away from them.

## About me

My name is Chandan Kumar, and I live in Singapore. During the past 7 years, I have worked for many organizations in IT Infrastructure area. My interest in writing blog about what I learn. My attempt to help people and business.

I received my bachelor degree in Arts from Magadh University and International MBA from Arcadia University.

## Comments welcome

Your feedback is important to me!

I want my book to be as helpful as possible. Please send me your comments about this book

- Online contact

<http://chandan.pro/index.php/who-am-i/contact-me>

- Email to

[feedback@chandan.pro](mailto:feedback@chandan.pro)

Stay connected

- On Facebook

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<http://www.linkedin.com/in/chandank>

- My blog

<http://www.chandan.pro>

## Introduction

### What is Joomla? <sup>1</sup>

Joomla is a content management system, which enables you to build powerful Web sites and applications. Ease-of-use and extensibility have made Joomla the most popular Web site software available. Joomla is an open source solution that is freely available to everyone. You can build a powerful Website in just few minutes with Joomla!

Joomla is used all over the world to power Web sites of all sizes. For example:

- Corporate Web sites or portals
- Online magazines, newspapers and publications
- E-commerce and online reservations
- Government applications
- Small business Web sites
- Non-profit and organizational Web sites
- Community-based portals
- School, church, personal or family Web sites

Joomla past and forecasted version with released date and official product support.

| Joomla versions |              |                 |
|-----------------|--------------|-----------------|
| Version         | Release date | Supported until |
| 1.0             | 2005-09-22   | 2009-07-22      |
| 1.5 (LTS)       | 2008-01-22   | 2012-12-01      |
| 1.6             | 2011-01-10   | 2011-08-19      |
| 1.7             | 2011-07-19   | 2012-02-24      |
| 2.5 (LTS)       | 2012-01-24   | 2014-03         |
| 3.0             | 2012-09-27   | 2013-04         |
| 3.1             | 2013-03      | 2013-10         |
| 3.2             | 2013-09      |                 |
| 3.5 (LTS)       | 2014-03      |                 |
| 4.0             | 2014-09      |                 |
| 4.1             | 2015-03      |                 |
| 4.2             | 2015-09      |                 |
| 4.5 (LTS)       | 2016-03      |                 |

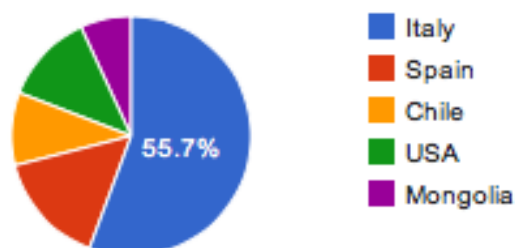
Release no longer supported  
 Release still supported  
 Future release

**Screenshot:** Joomla Versions

### Who uses Joomla?

**3220+** Government Web sites (per Jan 2013) are hosted on Joomla worldwide.  
Below top five countries government Web sites based on Joomla.

### Top Five Countries



Italy - 767 | Spain - 212 | USA - 169 | Chile - 135 | Mongolia - 95



**Screenshot:** Joomla Government Info site (<http://joomlagov.info>)

## Joomla! 3 Newbie's Guide

Joomlagov.info is real time example how Joomla is flexible in creating Web sites for community, collaboration, etc.

Few examples of Web sites that use Joomla:

**MTV Networks Quizilla –**  
<http://quizilla.teenick.com>



Imagine it. Create it. Share it.

SEARCH

QUIZZES STORIES POLLS POEMS LYRICS GAMES MYSTUFF HELP ?

**QUIZ OF THE DAY**

### How long will your friendship last?

This is just a fun little quiz that came to mind. :) Take it and see how long your friendship will last! Maybe you should ditch them or maybe you two are besties for life! This is preferably for girls, just giving ya'll a heads up. :) ~ Vixen ♡X♥

FIND OUT NOW!

Quiz created by [AngelwithBlackHalo1997](#)

**THE ULTIMATE LIST** **TOP RATED** **MOST POPULAR** **NEWEST**

The best quizzes and tests as chosen by our moderators. Updated daily!


| Type | Title  | Author                                 | Published  | Viewed | Rating |
|------|--|--|------------|--------|--------|
| quiz | How long will your friendship last?                          | <a href="#">AngelwithBlackHalo1997</a> | 01/28/2013 | 3,290  | ★★★★★  |
| quiz | What Sea Creature Are You?                                   | <a href="#">Ezzelina</a>               | 01/25/2013 | 10,241 | ★★★★★  |
| quiz | Which Instinctual Variant Personality Type Are You?          | <a href="#">TheRealRealWorld</a>       | 01/13/2013 | 10,537 | ★★★★★  |
| quiz | What to get your crush for valentine's day?( girls only duh) | <a href="#">lipglosslover76766</a>     | 09/30/2012 | 8,161  | ★★★★☆  |
| quiz | How random can your life get?                                | <a href="#">redpeacock1211</a>         | 01/14/2013 | 14,668 | ★★★★★  |
| quiz | Could you be a poet?   | <a href="#">Aquapearl123</a>           | 01/14/2013 | 12,516 | ★★★★★  |
| quiz | What is your inner artist?(now with pics!)                   | <a href="#">LokiFanGirl</a>            | 01/14/2013 | 20,821 | ★★★★★  |
| quiz | Are you running away from the truth?                         | <a href="#">Jeneann</a>                | 01/14/2013 | 17,661 | ★★★★★  |
| quiz | What Type of Unicorn are You?                                | <a href="#">Silverpony</a>             | 01/10/2013 | 23,548 | ★★★★★  |
| quiz | What force of nature are you?                                | <a href="#">Aquapearl123</a>           | 01/09/2013 | 26,077 | ★★★★★  |
| quiz | What style of clothes are you?                               | <a href="#">ShiningpawMedCat</a>       | 01/08/2013 | 25,088 | ★★★★★  |
| quiz | What is your lucky season and weather?                       | <a href="#">StarrySkies81998</a>       | 01/07/2013 | 20,871 | ★★★★★  |
| quiz | What is your makeup style?And is it appealing?               | <a href="#">Cherrypop908</a>           | 01/03/2013 | 28,617 | ★★★★★  |
| quiz | Would You Survive in the Wilderness?                         | <a href="#">teenwolffhottie2</a>       | 01/01/2013 | 27,072 | ★★★★★  |
| quiz | How Old Do you Act?  | <a href="#">skilove7299</a>            | 12/28/2012 | 59,649 | ★★★★★  |

[See entire list!](#) (what is this?)

**LOG IN**

or [Register](#)

☐ Remember Me



**GOT AN IDEA? GET STARTED!**

Quiz

**NEW TO QUIZILLA?**

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**POLL OF THE DAY**

What is your religion?

**QUIZILLA TOP TAGS**

View:



## IHOP (Restaurant chain)

<http://www.ihop.com>

The screenshot shows the IHOP Restaurant website homepage. The top navigation bar includes links for [OUR MENU](#), [OUR STORY](#), [GIFT CARDS](#), the **IHOP RESTAURANT** logo, [LOCATIONS](#), [CONTACT US](#), and [MY FAVORITES](#) with a heart icon. Below the navigation bar is a blue banner with the text "Tell the World Everything you about breakfast. SM" and "Find out what breakfast lovers love the most." A red "get started" button is centered. The banner is decorated with several speech bubble-shaped images: two children making heart shapes with their hands, a bowl of food, a stack of pancakes, and three smiling women. Below the banner are three promotional boxes: "Free Get a FREE Short Stack February 5th! IHOP NATIONAL PANCAKE DAY", "To Do Have breakfast for lunch with us.", and "Join Now Get free food with Pancake Revolution! IHOP PANCAKE REVOLUTION". The footer contains links for [IHOP at Home](#), [Careers](#), [Franchise Log In](#), [IHOP Connect](#), [Privacy Policy](#), [Site Map](#), [Pancake Revolution](#), [Nutritional Information](#), [Allergen Information](#), [ChooseMyPlate.gov](#), and [HealthyDiningFinder.com](#). It also features social media icons for Facebook, Twitter, and YouTube, along with the text "© 2012 IHOP IP, LLC dineEquity".

Harvard University  
<http://gsas.harvard.edu>



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**All About Harvard Horizons**  
January 28, 2013  
Apply by February 8 to take part in this new GSAS initiative to showcase PhD research.



January 21, 2013  
**Introduction to Innovation**

January 21, 2013  
**The Rewards of a Well-Crafted Research Presentation**

## Event Highlights

[More ▶](#)

**Jan@GSAS: Mining Twitter Data**  
January 24  
Using Twitter for academic work. (No, really.)



**Jan@GSAS: An Arts Soiree**  
January 26  
Wine, cheese, and culture, sponsored by the Dudley Arts Fellows.



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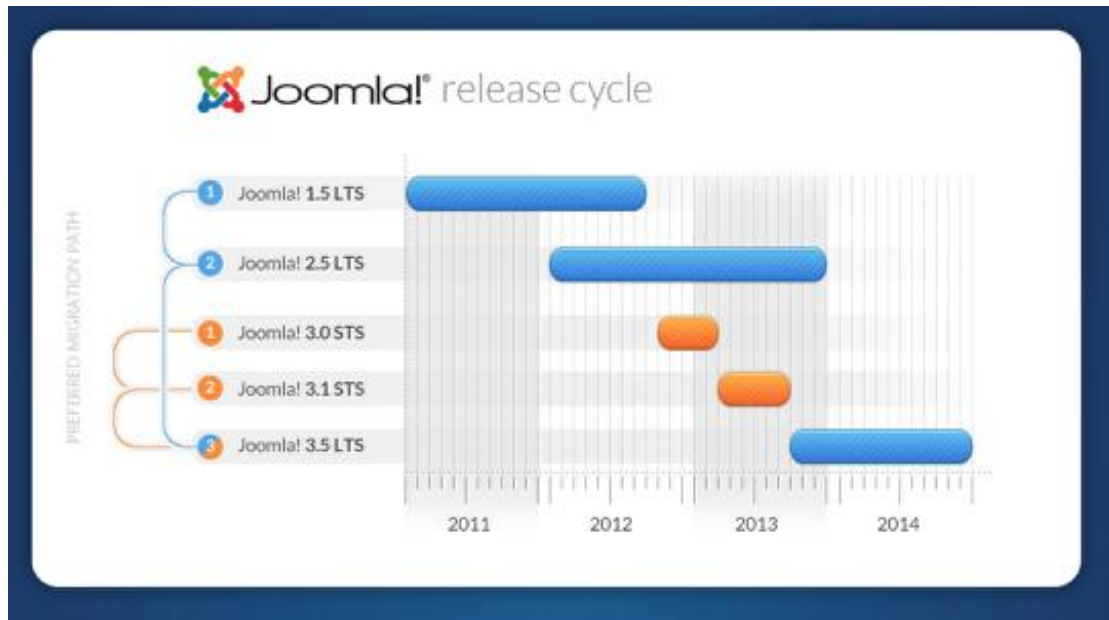
Copyright © 1999-2013 by The President and Fellows of Harvard College

## Joomla! 3 Newbie's Guide

Showcase is available on <http://community.joomla.org/showcase/>. Showcase gives you confidence what you can do with Joomla.

### What's new in Joomla 3?

Joomla release cycle at glance



**Screenshot:** Joomla release cycle

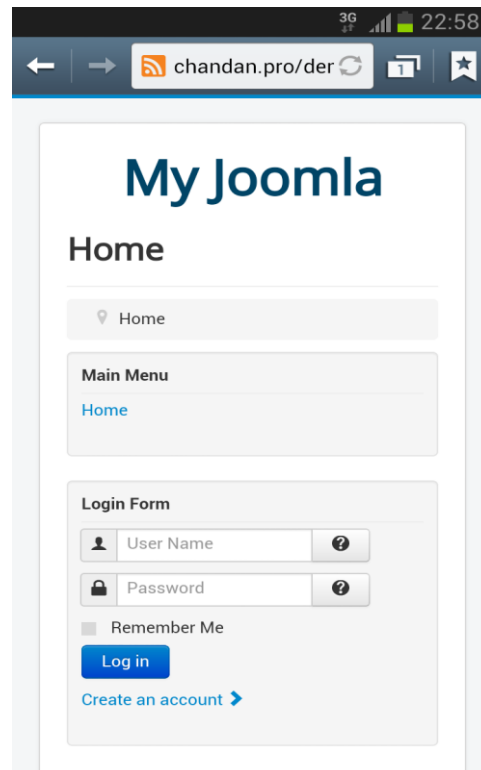
Joomla! 3.0 have many improvements including Mobile Ready, User Friendly, and Developer Tools.

### Mobile Ready <sup>2</sup>

Joomla 3! Takes a big leap into the mobile space with a total overhaul of both its frontend design and administrator interface. With the adoption of the Bootstrap framework, Joomla 3 has become the first major CMS to be mobile ready in both the visitors and administrator areas. Now every website can have mobile friendly content for visitors and mobile friendly tools for administrators.

- Fully Responsive Site Template
- Fully Responsive Admin UI
- Fully Responsive Core Output

## Joomla! 3 Newbie's Guide



**Screenshot:** Joomla! 3 default template site on Mobile



**Screenshot:** Joomla! 3 Administrator Login Page

### User Friendly

Joomla administration has a brand new look and feel. Joomla Administration is fully responsive for mobile devices, tablets and normal. The entire backend of Joomla has a brand new look and feel that will improve your workflow with any type of device.

### Developer Tools

Joomla User Interface library gives you a standardized backend and frontend interface. It uses Java Script library jQuery.

### A whole Lot More! <sup>3</sup>

Joomla 3.0 is a whole new exciting world. We took a little from the top, bottom, and side to create a whole brand new look and feel, along with many features under the hood features that bring Joomla to the forefront of the content management system world.

- Extensive work on code style standardization and consistency
- Incorporation of Bootstrap into a jui media package.
- A new responsive administrator template Isis and interface.
- A new frontend template Protostar built using Bootstrap and updated accessible template called Beez3
- PostgreSQL Driver. You will be able to run Joomla 3.0 sites using the PostgreSQL database.
- PHP Memcached Driver
- Use of JFeed for feed management rather than SimplePie
- Installation of language packages directly from the extension manager
- Guest user group present by default
- Saving blank articles allowed
- New administrator statistics module
- Update TinyMCE to version 3.5.6
- Continued clean up of older unused code, files and database fields and tables and improved standardization of tables.
- Improvements to Smart Search
- Unit testing in the CMS
- Updated system tests in the CMS

## Download & Installation

There are many ways to install Joomla for your Web sites. Thousands of web hosting companies provide one click Joomla installation. In order to install Joomla, you will need web browser, web server, PHP and Joomla supported database.

### Pre-requisite

Below technology stack is required to install Joomla 3.x. Most of Web Hosting companies provide these technology stacks. It's good to confirm before you plan for installation.

| Software                                  | Recommended    | Minimum        |
|---|----------------|----------------|
| PHP (Magic Quotes GPC off)                | 5.3.1 +        | 5.3.1 +        |
| <b>Supported Databases:</b>               |                |                |
| MySQL (InnoDB support required)           | 5.1 +          | 5.1 +          |
| MSSQL                                     | 10.50.1600.1 + | 10.50.1600.1 + |
| PostgreSQL                                | 8.3.18+        | 8.3.18+        |
| <b>Supported Web Servers:</b>             |                |                |
| Apache with mod_mysql, mod_xml, mod_zlib) | 2.x +          | 2.x +          |
| Nginx                                     | 1.1            | 1.0            |
| Microsoft IIS                             | 7              | 7              |
|   |                |                |

### Download

Joomla 3.0 is available to download from Joomla.org. You can download directly from below link.

Download link - <http://www.joomla.org/download.html>

Direct Download link - [http://joomlancode.org/gf/download/frsrelease/17710/77237/Joomla\\_3.0.2-Stable-Full\\_Package.zip](http://joomlancode.org/gf/download/frsrelease/17710/77237/Joomla_3.0.2-Stable-Full_Package.zip)

**Note:** if you are installing Joomla on your Web Hosting then mostly it will be one click installation.



## Joomla! 3 Newbie's Guide

### Installation Technique

By now you know what you need as technology pre-requisite to install Joomla. Joomla installation will take few minutes.

There are number of packages that will help you to get set up quicker than individual installations.<sup>4</sup>

- LAMP (Linux) - Most Linux distributions come with a pre-configured LAMP server.
- WAMP (Windows) - For more information, visit <http://www.wampserver.com>
- MAMP (Macintosh) - For more information, visit <http://www.mamp.info>
- XAMPP (Multi-platform) - Not for live sites. For more information, visit

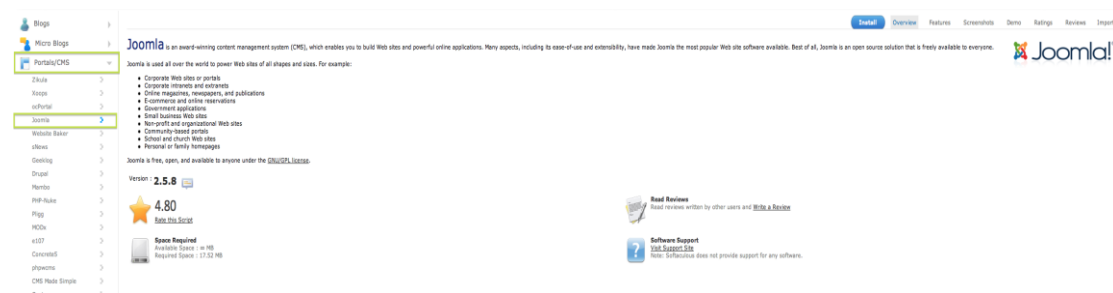
### Installation using cPanel

Login into your cPanel  
Click on Softaculous



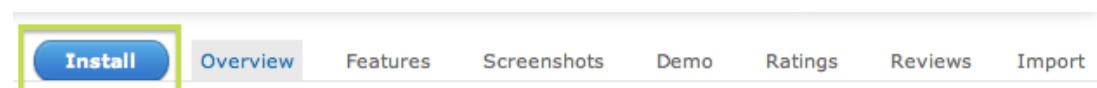
**Screenshot: cPanel**

Navigate left panel under Portals/CMS and click on Joomla



**Screenshot: Softaculous**

Click on Install to enter pre-requisite and start installation



## Software Setup

### Choose the version you want to install

Please select the version to install.

### Choose Protocol

If your site has SSL, then please choose the HTTPS protocol.

### Choose Domain

Please choose the domain to install the software.

### In Directory

The directory is relative to your domain and should not exist. To install at `http://mydomain/dir/` just type `dir`. To install only in `http://mydomain/` leave this empty.

### Database Name

Type the name of the database to be created for the installation

## Site Settings

### Site Name

Your Site Name, which will be displayed in Browser Title

### Site Description

Enter Your Site Description

## Database Settings

### Table Prefix

By default Joomla will have table prefix `jos_` however, it's recommended to have custom table prefix as security enhancement.

### Import Sample Data

It's recommended to install Sample data for beginner.

## Admin Account

### Admin Username

It's recommended to change username as admin is default and guessable.

### Admin Password

It's recommended to keep strong password

### Real Name

Enter Administrator Name

### Admin Email



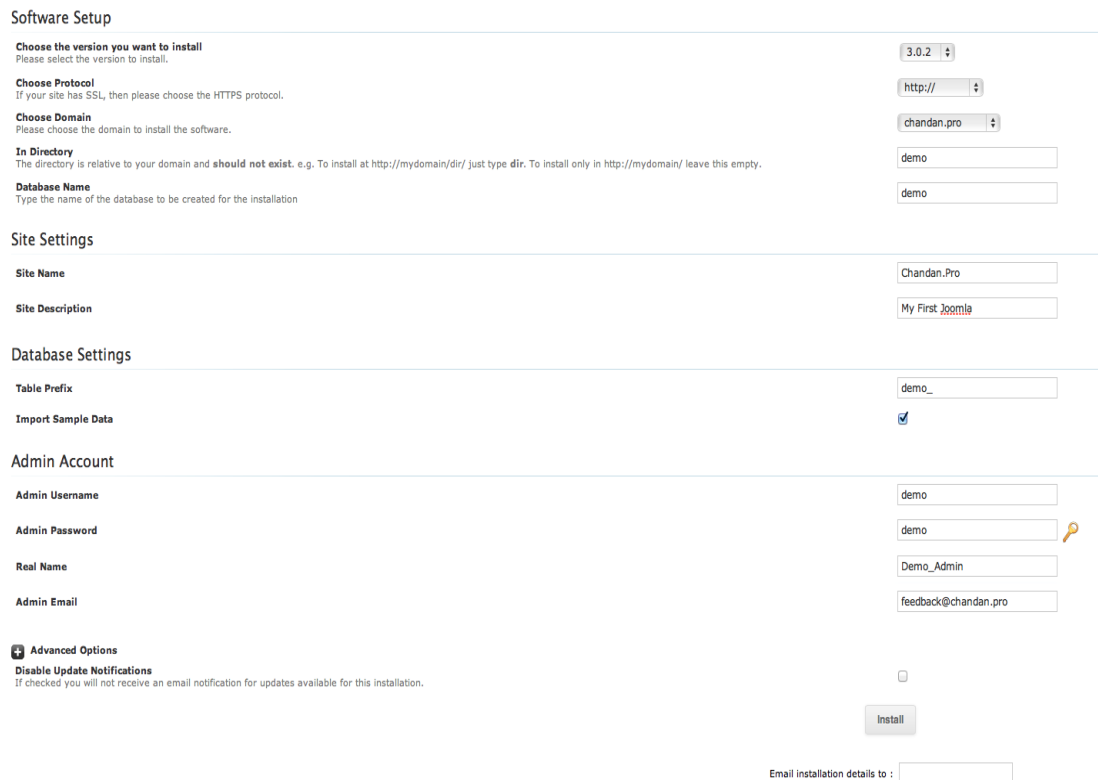
## Joomla! 3 Newbie's Guide

### Enter Joomla Administrator Email

#### Advanced Options

Disable Update Notifications. If checked you will not receive an email notification for updates available for this installation.

### Click on Install



The screenshot shows the Joomla! 3.0.2 Software Setup screen. It is divided into several sections: Software Setup, Site Settings, Database Settings, Admin Account, and Advanced Options. The Software Setup section includes fields for version (3.0.2), protocol (http://), domain (chandan.pro), directory (demo), and database name (demo). The Site Settings section includes fields for site name (Chandan.Pro) and site description (My First Joomla). The Database Settings section includes fields for table prefix (demo\_) and a checkbox for importing sample data (checked). The Admin Account section includes fields for admin username (demo), admin password (demo), real name (Demo\_Admin), and admin email (feedback@chandan.pro). The Advanced Options section includes a checkbox for disabling update notifications (unchecked). An Install button is located at the bottom right. Below the Install button, there is a field for email installation details.

Software Setup

Choose the version you want to install  
Please select the version to install.

Choose Protocol  
If your site has SSL, then please choose the HTTPS protocol.

Choose Domain  
Please choose the domain to install the software.

In Directory  
The directory is relative to your domain and **should not exist**. e.g. To install at `http://mydomain/dir/` just type `dir`. To install only in `http://mydomain/` leave this empty.

Database Name  
Type the name of the database to be created for the installation

Site Settings

Site Name

Site Description

Database Settings

Table Prefix

Import Sample Data

Admin Account

Admin Username

Admin Password

Real Name

Admin Email

Advanced Options

Disable Update Notifications  
If checked you will not receive an email notification for updates available for this installation.

Install

Email installation details to :

### Screenshot: Demo Installation

It will take 3-4 minutes to install.

### Checking the submitted data (8 %)



**NOTE:** This may take 3-4 minutes. Please do not leave this page till the progress bar reaches 100%

**Congratulations!** You have installed Joomla! 3.0

## Joomla! 3 Newbie's Guide

### **Congratulations, the software was installed successfully**

Joomla 3.0 has been successfully installed at :  
<http://chandan.pro/demo>  
Administrative URL : <http://chandan.pro/demo/administrator/>

We hope the installation process was easy.

**NOTE:** Softaculous is just an automatic software installer and does not provide any support for the individual software packages. Please visit the software vendor's web site for support!

Regards,  
Softaculous Auto Installer

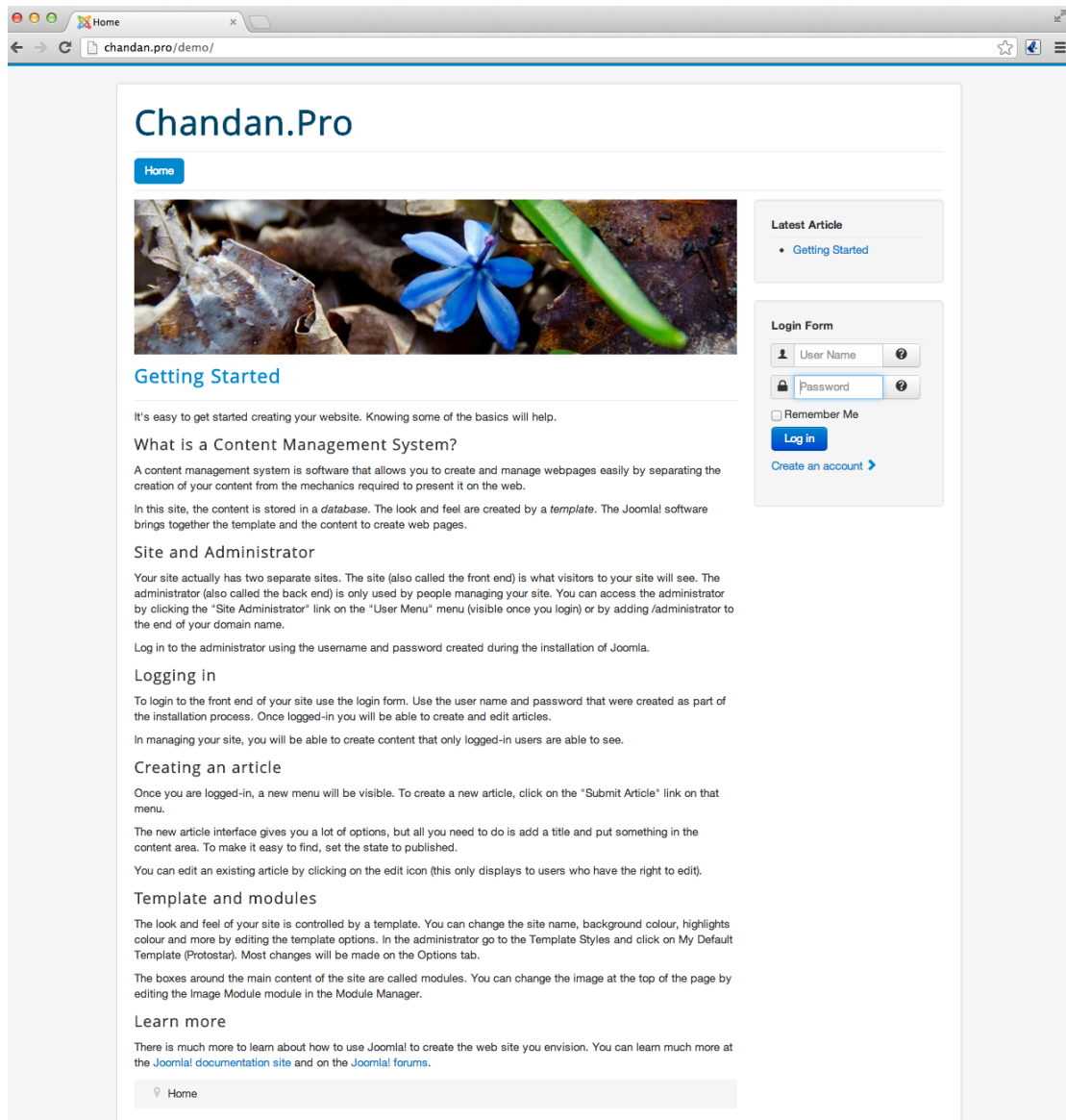
### **Screenshot: Joomla Congratulation! Message**



### **Screenshot: Joomla Administrator Login Page**

## Joomla! 3 Newbie's Guide

### Joomla! 3 Site is ready!



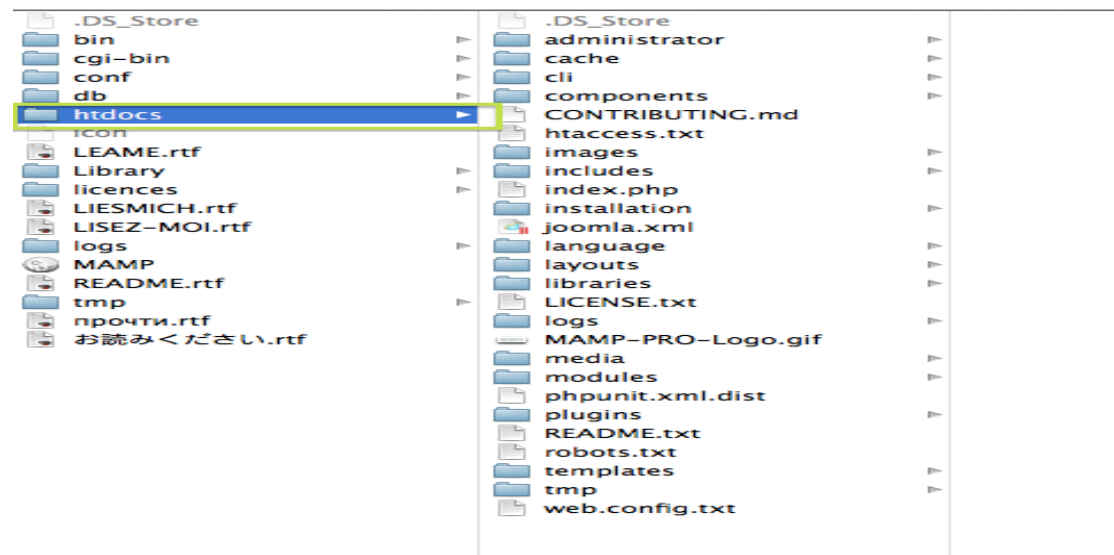
**Screenshot: Joomla! Default home page**

## Installation using Joomla Web Installer

It's 3 easy clicks to install using Joomla Web Installer.

Unpack downloaded Joomla 3.0 into your Document Root folder of the web server

## Joomla! 3 Newbie's Guide



Open Internet browser

Access your web server (it will open Joomla! Web Installer)

Here you will have three tabs (Configuration, Database & Overview).

### Configuration

Site Name – Enter Your Site Name

Description – Enter Site Description

Site Offline – Set the site frontend offline during maintenance. The site can be set online later on through the Global Configuration.

Admin Email - Enter an email address. This will be the email address of the Web site Super Administrator.

Admin Username – It's recommended to change username

Admin Password – It's recommended to keep strong password

### Database

Database Type - Select your Database

Host Name – Enter Database Host Name

Username – Enter Database User

Password – Enter Database Password

Database Name – Enter Database Name

Table Prefix – Table Prefix for your Joomla Web Site Content

Old Database Process – If you are installing on existing database then it's recommended to select Backup

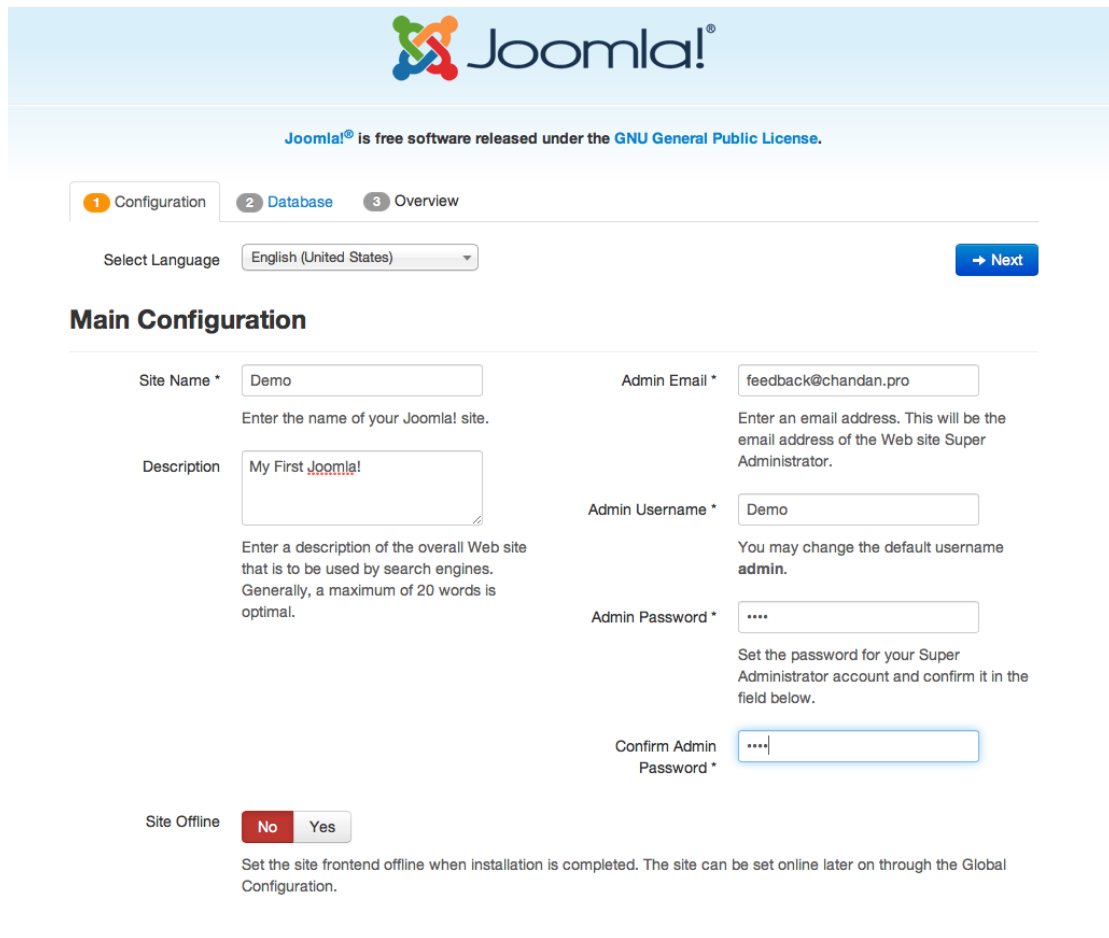
### Finalization

Install Sample Data - Installing sample data is strongly recommended for beginners.

This will install sample content that is included in the Joomla! Installation package.

Email Configuration – Select Yes if you want to have configuration details in email

## Joomla! 3 Newbie's Guide



The screenshot shows the Joomla! 3 Web Installer interface. At the top, the Joomla! logo is displayed. Below it, a message states: "Joomla!® is free software released under the GNU General Public License." The interface has three tabs: "1 Configuration" (active), "2 Database", and "3 Overview". A "Select Language" dropdown is set to "English (United States)", and a "Next" button is visible. The "Main Configuration" section contains several fields: "Site Name \*" with the value "Demo", "Admin Email \*" with "feedback@chandan.pro", "Description" with "My First Joomla!", "Admin Username \*" with "Demo", "Admin Password \*" with masked characters, and "Confirm Admin Password \*" with masked characters. A "Site Offline" toggle is set to "No". Instructions for each field are provided below the input boxes.

Joomla!® is free software released under the GNU General Public License.

1 Configuration 2 Database 3 Overview

Select Language English (United States) → Next

### Main Configuration

|  |   |   |   |
|--|---|---|---|
| Site Name *  | <input type="text" value="Demo"/>             | Admin Email *   | <input type="text" value="feedback@chandan.pro"/> |
| Enter the name of your Joomla! site.   |   | Enter an email address. This will be the email address of the Web site Super Administrator. |   |
| Description  | <input type="text" value="My First Joomla!"/> | Admin Username *  | <input type="text" value="Demo"/>                 |
| Enter a description of the overall Web site that is to be used by search engines. Generally, a maximum of 20 words is optimal. |   | You may change the default username <b>admin</b> .  |   |
|  |   | Admin Password *  | <input type="password" value="****"/>             |
|  |   | Set the password for your Super Administrator account and confirm it in the field below.    |   |
|  |   | Confirm Admin Password *  | <input type="password" value="****"/>             |


Site Offline ☒ No ☐ Yes

Set the site frontend offline when installation is completed. The site can be set online later on through the Global Configuration.

### Screenshot: Joomla Web Installer

Click on Next

## Joomla! 3 Newbie's Guide



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1 Configuration

2 Database

3 Overview

### Database Configuration

← Previous

→ Next

Database Type \*

MySQL

This is probably "MySQLi"

Host Name \*

localhost

This is usually "localhost"

Username \*

demo

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

Password

\*\*\*\*

For site security using a password for the database account is mandatory

Database Name \*

demo

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

Table Prefix \*

hnytr..

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. **Make sure that the prefix chosen is not used by other tables.**

Old Database Process \*

Backup

Remove

Any existing backup tables from former Joomla! installations will be replaced

### Screenshot: Joomla! Web Installer

Click on Next

## Joomla! 3 Newbie's Guide

1 Configuration

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Finalisation

← Previous

→ Install

Install Sample Data

☐ None

☐ Blog English (GB) Sample Data

☐ Brochure English (GB) Sample Data

☐ Default English (GB) Sample Data

☐ Learn Joomla English (GB) Sample Data

☒ Test English (GB) Sample Data

Installing sample data is strongly recommended for beginners.  
This will install sample content that is included in the Joomla! installation package.

Overview

Email Configuration

No

Yes

Send configuration settings to `feedback@chandan.pro` by email after installation.

Main Configuration

Database Configuration

|                |                      |
|----------------|----------------------|
| Site Name      | Demo                 |
| Description    | My First Joomla!     |
| Site Offline   | No                   |
| Admin Email    | feedback@chandan.pro |
| Admin Username | Demo                 |
| Admin Password | ***                  |

|                      |           |
|----------------------|-----------|
| Database Type        | mysql     |
| Host Name            | localhost |
| Username             | demo      |
| Password             | ***       |
| Database Name        | demo      |
| Table Prefix         | hnytr_    |
| Old Database Process | Backup    |

Pre-Installation Check

Recommended settings:

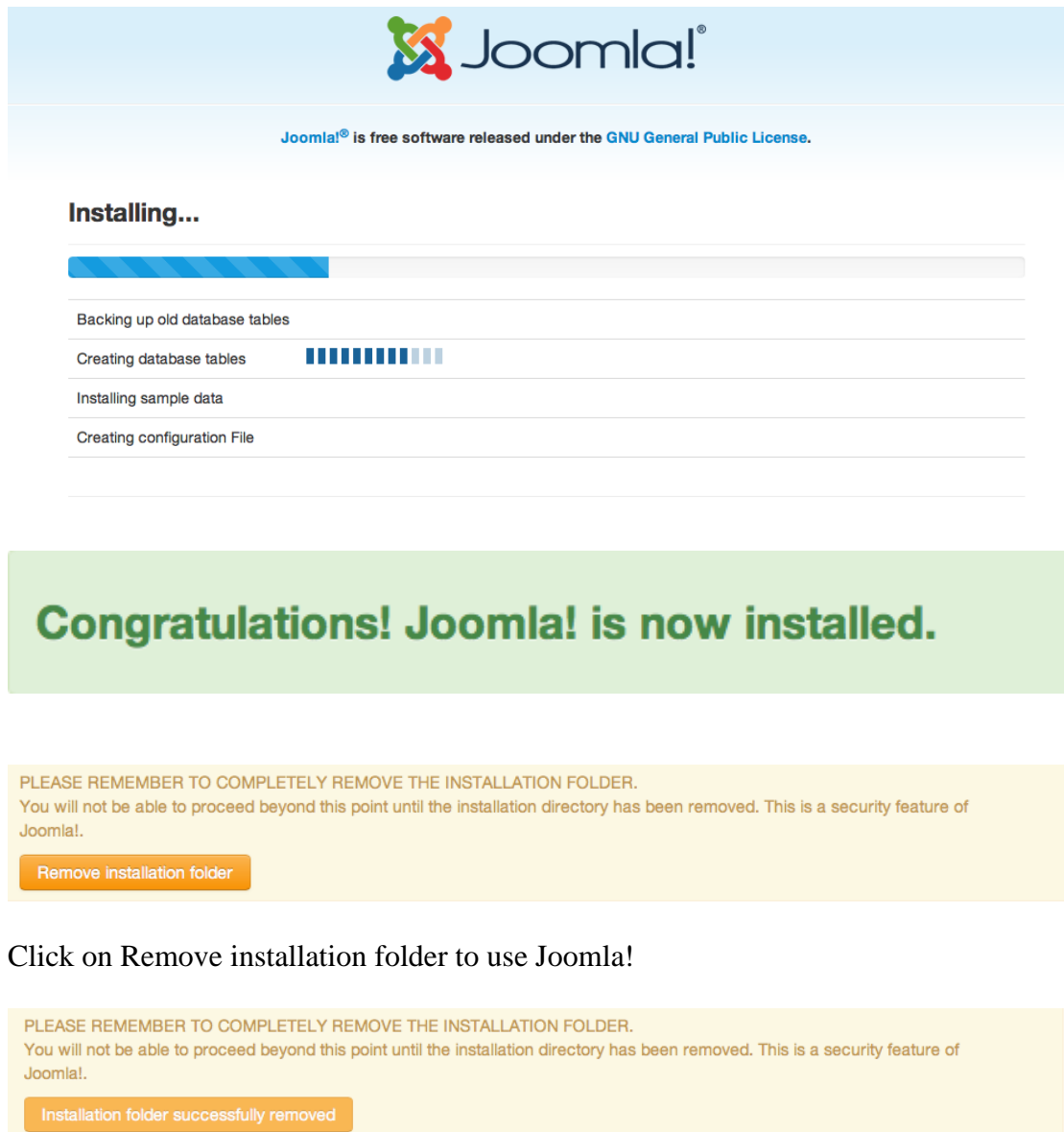
|   |     |
|---|-----|
| PHP Version >= 5.3.1  | Yes |
| Magic Quotes GPC Off  | Yes |
| Register Globals Off  | Yes |
| Zlib Compression Support                                      | Yes |
| XML Support   | Yes |
| Database Support:<br>(mysql, mysqli, pdo, postgresql, sqlite) | Yes |
| MB Language is Default  | Yes |
| MB String Overload Off  | Yes |
| INI Parser Support  | Yes |
| JSON Support  | Yes |
| configuration.php Writeable                                   | Yes |

|                      |             |        |
|----------------------|-------------|--------|
| Directive            | Recommended | Actual |
| Safe Mode            | Off         | Off    |
| Display Errors       | Off         | Off    |
| File Uploads         | On          | On     |
| Magic Quotes Runtime | Off         | Off    |
| Output Buffering     | Off         | Off    |
| Session Auto Start   | Off         | Off    |
| Native ZIP support   | On          | On     |

Screenshot: Joomla! Web Installer

Click on Install

## Joomla! 3 Newbie's Guide



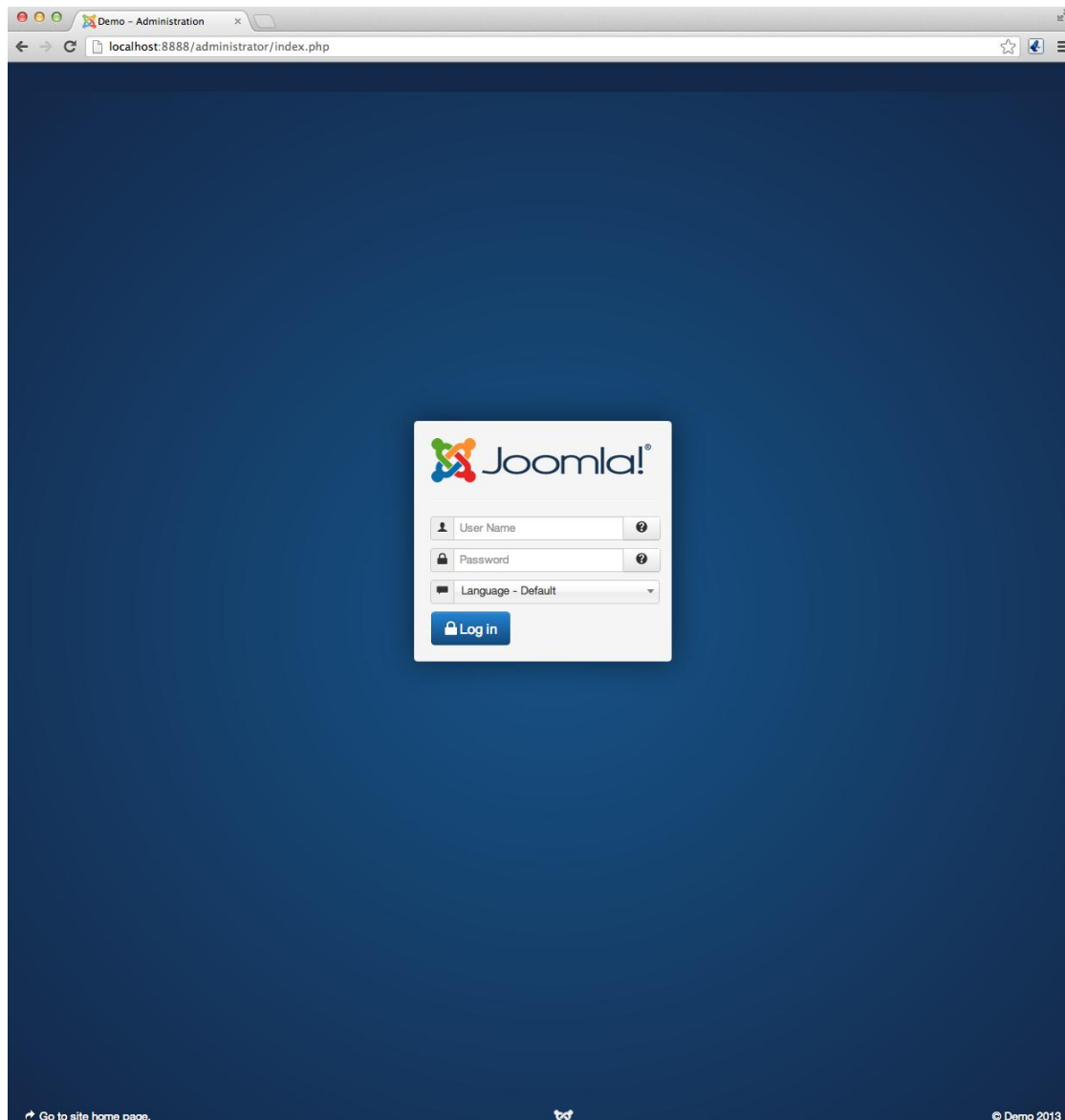
**Screenshot: Joomla! Web Installer**

## Joomla Administrator

As a Joomla! Website administrator you might be concerned about the visual of a website but will pass responsibility for making changes and improvements to a web designer. Similarly, when changes to functionality are required you will contract a web developer to do the necessary work. As a website administrator you are responsible for the day-to-day operation and maintenance of the website. Activities might include ensuring that the site is properly backed up; managing user access; possibly installing extensions. You will also have responsibility for maintaining the security of the website.<sup>5</sup>



## Joomla! 3 Newbie's Guide



**Screenshot:** Joomla! Administrator Login Page

**Congratulation again!** You have installed Joomla 3.0! Successfully. Now, I will talk about each menu to configure and administer Web site.

Upon login, you will see below menus in top left. It's time to get familiar with these menus. In this book, I will cover almost everything require for you.



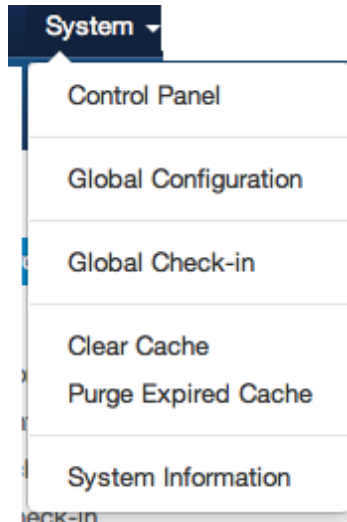
**Screenshot:** Joomla! Administrator Toolbar

## Joomla! 3 Newbie's Guide

Let's go one by one Menu.

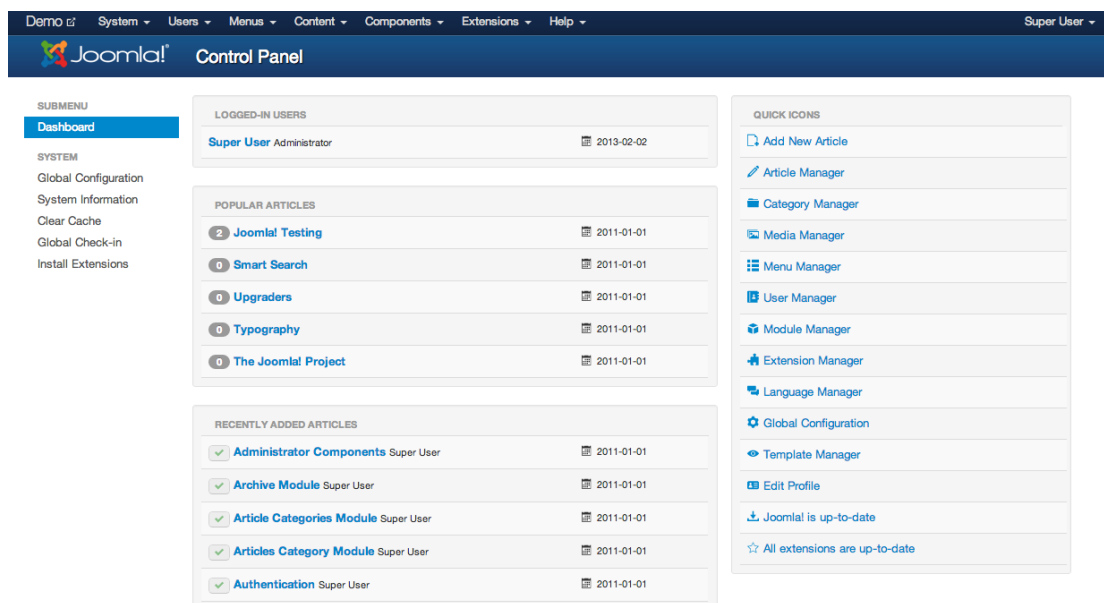
### System

System menu consist six elements to display and configure your Joomla! System.



### Control Panel

You can access Control Panel by logging into Joomla! Administrator. To access this, you have to click on System>>>Control Panel. Control Panel provides access to much default Joomla! Functions. You can see logged-in users, popular articles, recently added articles, create new article and jump to Article Manager, Category Manager, Media Manager, Menu Manager, User Manager, Module Manager, Extension Manager, Language Manager, Global Configuration, Template Manager, Edit Profile



**Screenshot:** Joomla Administrator Control Panel

### Global Configuration

Global configuration controls Joomla's operation settings. Changes made on this screen will update the **configuration.php** file. This file needs to be writable to edit Global Configuration. Global Configuration is divided into five tabs.

Click on **Save** or **Save & Close** to get reflected you're changed

### Site

#### Site Settings

**Site Name** – This allow you to update Site Name, which will be used in various location like backend title, Copyright, offline site title.

**Site Offline** – Enter yes if front-end site will not be available. You can display custom message, Offline Image or hide when Site is Offline. Select type of Offline Messages, Offline Image and edit Custom Messages per your desire.

**Default Editor** – Select the default text editor for your site. TinyMCE is default text editor for Joomla! 3.0 You can install third party editor (ex – JCK, CK, JCE, etc.) and make them default.

**Default Captcha** – Select default captche to be used for your Web site.

**Default Access Level** – You can default restrict access level to your Web site. Leave it "Public" if you would like anybody to see your Website.

**Default List Limit** - Set list limit to be displayed on your Web site.

**Site Meta Description** – Enter a description that is to be used by search engines. Generally, a maximum of 20 words is optimal.

**Site Meta Keywords** – Enter overall keywords that best describe your Web site.

**Robots** – Select Robots instructions for search engine.

**Index, Follow:** Spider will index entire Web site

**No index, follow:** Spider will not index the page, but pass the link value from the page

**Index, No follow:** Spider will index the page, but don't pass the link value from the page

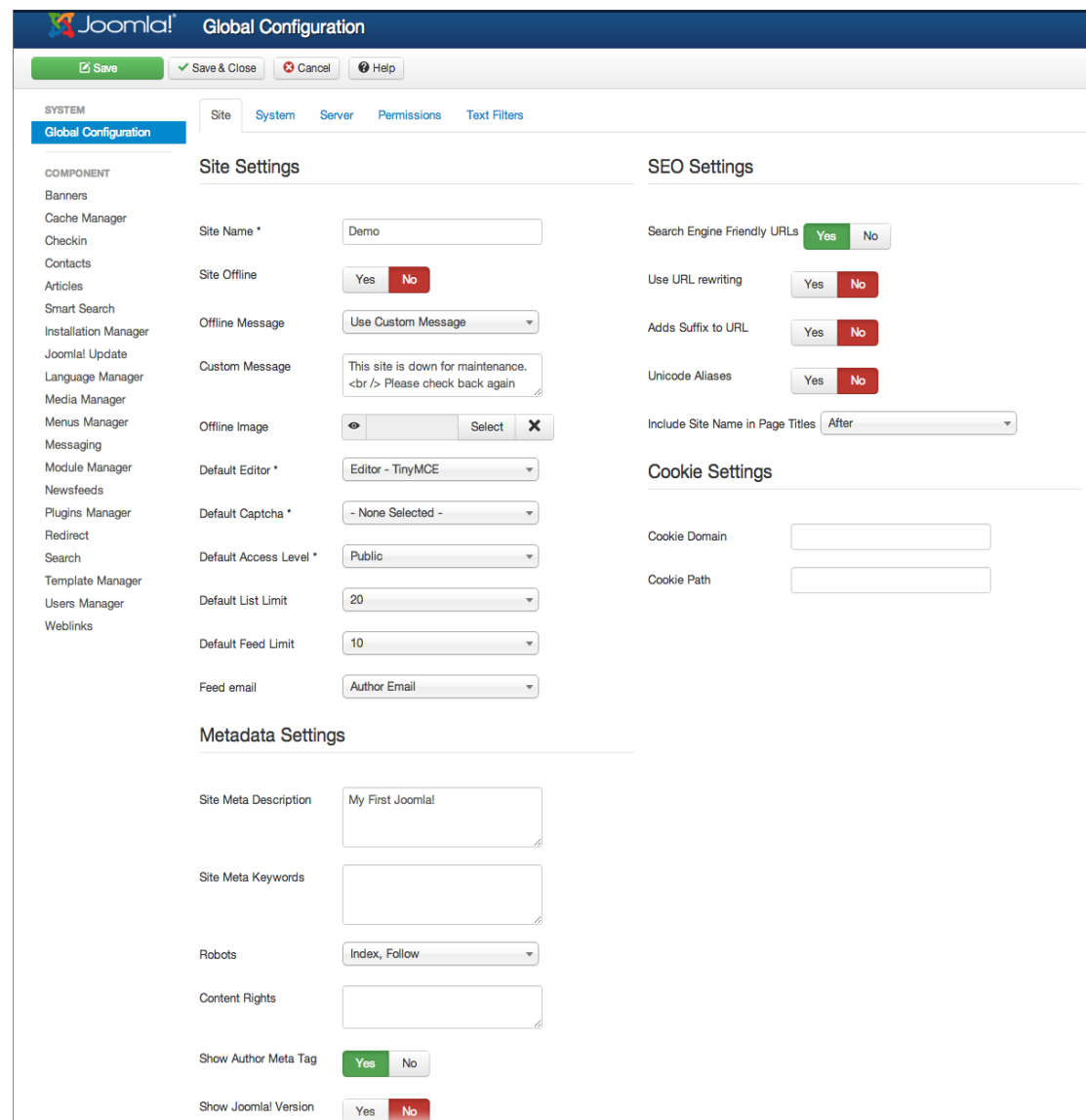
**No index, no follow:** Don't index and don't pass link value

**Show Joomla! Version** – Select Yes to show the Joomla! Version number in the generate meta tag.

**Search Engine Friendly URLs** – Select Yes to optimize URL as user friendly for search engine.

## Joomla! 3 Newbie's Guide

Include Site Name in Page Titles – Select option to include after, before or not your Site name after Page title



The screenshot shows the Joomla! Global Configuration interface, specifically the 'Site' tab. The left sidebar lists various components like Banners, Cache Manager, and Users Manager. The main content area is divided into three sections: Site Settings, SEO Settings, and Metadata Settings. In the Site Settings section, the 'Site Name' is set to 'Demo', 'Site Offline' is 'No', and the 'Default Editor' is 'TinyMCE'. The SEO Settings section shows 'Search Engine Friendly URLs' as 'Yes' and 'Include Site Name in Page Titles' set to 'After'. The Metadata Settings section includes fields for 'Site Meta Description' (My First Joomla!), 'Site Meta Keywords', 'Robots' (Index, Follow), and 'Content Rights'. At the bottom, there are checkboxes for 'Show Author Meta Tag' (Yes) and 'Show Joomla! Version' (No).

| Section           | Setting                     | Value   |
|-------------------|-----------------------------|---|
| Site Settings     | Site Name *                 | Demo  |
|                   | Site Offline                | No  |
|                   | Offline Message             | Use Custom Message  |
|                   | Custom Message              | This site is down for maintenance. <br /> Please check back again |
|                   | Offline Image               | Select  |
|                   | Default Editor *            | Editor - TinyMCE  |
|                   | Default Captcha *           | - None Selected -   |
|                   | Default Access Level *      | Public  |
|                   | Default List Limit          | 20  |
|                   | Default Feed Limit          | 10  |
| SEO Settings      | Search Engine Friendly URLs | Yes   |
|                   | Use URL rewriting           | No  |
|                   | Adds Suffix to URL          | No  |
|                   | Unicode Aliases             | No  |
| Cookie Settings   | Cookie Domain               |   |
|                   | Cookie Path                 |   |
| Metadata Settings | Site Meta Description       | My First Joomla!  |
|                   | Site Meta Keywords          |   |
|                   | Robots                      | Index, Follow   |
|                   | Content Rights              |   |
|                   | Show Author Meta Tag        | Yes   |
|                   | Show Joomla! Version        | No  |

**Screenshot: Site Settings**

## System

Path to Log Folder – For logging of Joomla

Debug System – Debug is very helpful to diagnose for any issues on particular query, page. In Debug mode, error will be displayed at the foot of every page you view within Joomla backend and frontend.

Cache – Enable or disable Cache setting for your Website. Two types of caching level available in Joomla 3

Conservative level: It's recommended for smaller system cache.

## Joomla! 3 Newbie's Guide

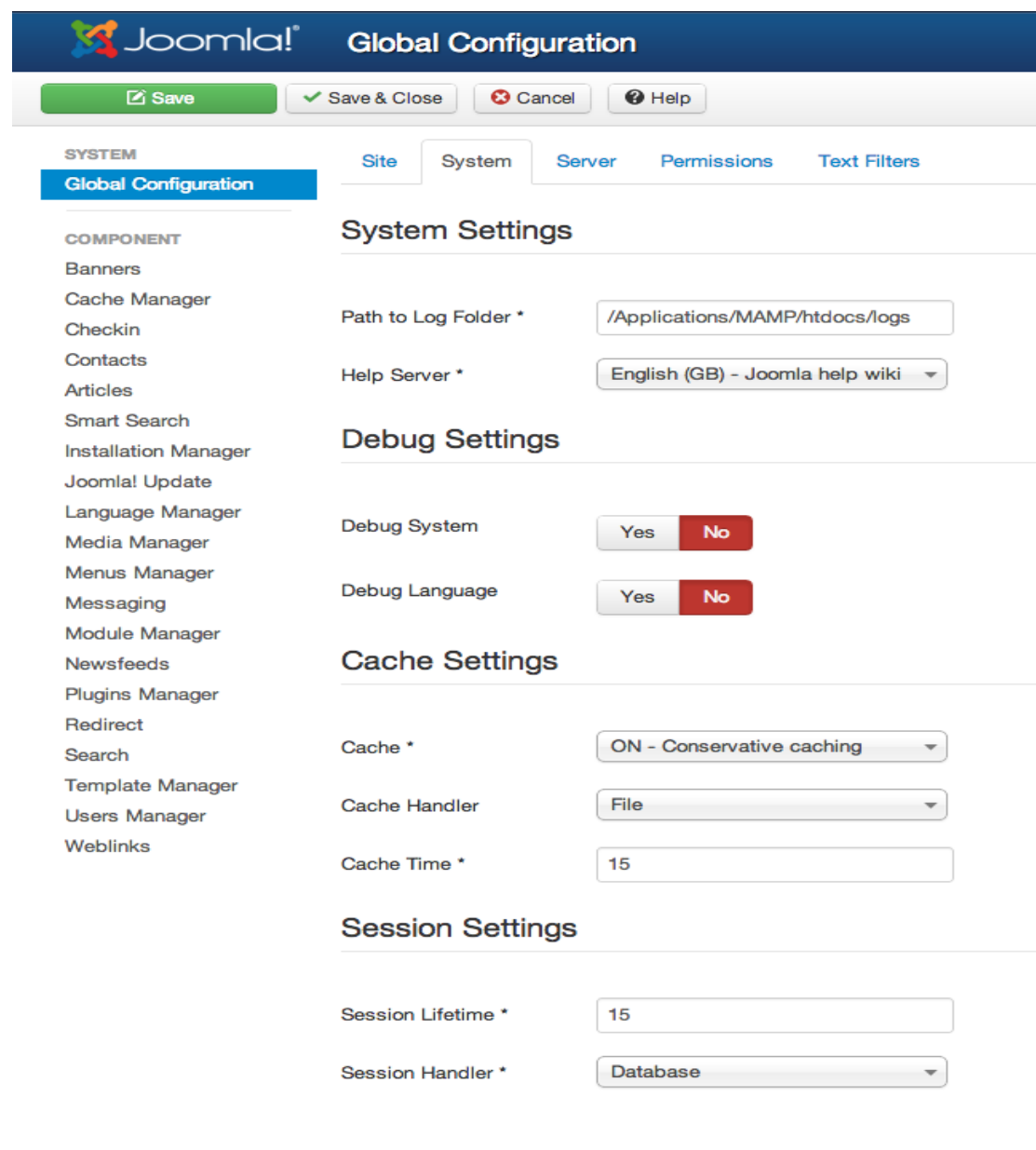
Progressive level: faster, bigger system cache includes module renders cache. Not appropriate for extremely large sites.

Cache Handler – Default cache handler in Joomla 3 is file

Cache Time – specify time in minutes for the maximum length of cache file to be stored before it is refreshed

Session Lifetime – Auto log out a user after they have been inactive for the specified number of minutes.

Session Handler – Joomla to identify user once they are connected and store session information. By default it store in Database.



The screenshot displays the Joomla! 3 Global Configuration interface, specifically the System Settings tab. The top navigation bar includes the Joomla! logo and the title 'Global Configuration'. Below this, there are buttons for 'Save', 'Save & Close', 'Cancel', and 'Help'. The left sidebar lists various components under the 'SYSTEM' category, with 'Global Configuration' selected. The main content area is divided into sections: 'System Settings', 'Debug Settings', 'Cache Settings', and 'Session Settings'. Each section contains configuration options with input fields or dropdown menus.

| Section          | Setting              | Value                           |
|------------------|----------------------|---------------------------------|
| System Settings  | Path to Log Folder * | /Applications/MAMP/htdocs/logs  |
|                  | Help Server *        | English (GB) - Joomla help wiki |
| Debug Settings   | Debug System         | No                              |
|                  | Debug Language       | No                              |
| Cache Settings   | Cache *              | ON - Conservative caching       |
|                  | Cache Handler        | File                            |
|                  | Cache Time *         | 15                              |
| Session Settings | Session Lifetime *   | 15                              |
|                  | Session Handler *    | Database                        |

**Screenshot:** System Settings

## Joomla! 3 Newbie's Guide

### Server

Path to Temp Folder – Temp folder must be writable as Joomla use this folder as staging area.

Gzip Page Compression – Select yes to compress buffered output. Before you use this feature, please confirm with your Web hosting company if Gzip module is supported.

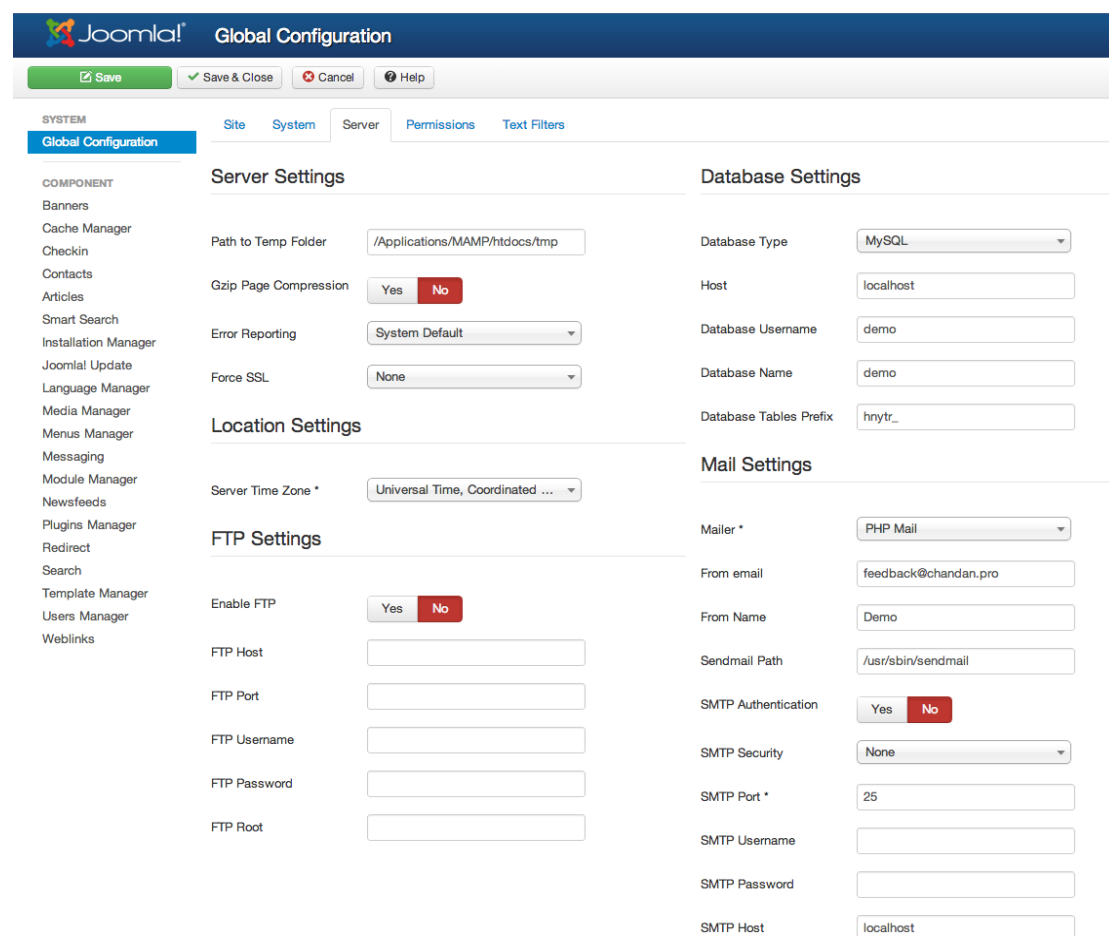
Error Reporting – Select the level of reporting. This is very helpful to diagnose if you would like seeing detailed log for particular issues.

Force SSL – Select the SSL level you wish to use.

Server Time Zone – Select Time Zone to display on articles.

Database Settings – Database settings display information about your current database used by Joomla. If you would like to change database for any reason, you can configure here.

Mail Settings – Mail settings display information about your current email system used by Joomla. If you would like to change mail settings for any reason, you can configure here.



The screenshot shows the Joomla! Global Configuration interface with the 'Server' tab selected. The interface is divided into several sections: Server Settings, Database Settings, Location Settings, FTP Settings, and Mail Settings. A sidebar on the left lists various components like Banners, Cache Manager, etc. The 'Server Settings' section includes fields for Path to Temp Folder, Gzip Page Compression (Yes/No), Error Reporting (System Default), and Force SSL (None). The 'Database Settings' section includes Database Type (MySQL), Host (localhost), Database Username (demo), Database Name (demo), and Database Tables Prefix (hnytr\_). The 'Location Settings' section includes Server Time Zone (Universal Time, Coordinated ...). The 'FTP Settings' section includes Enable FTP (Yes/No) and fields for FTP Host, Port, Username, Password, and Root. The 'Mail Settings' section includes Mailer (PHP Mail), From email (feedback@chandan.pro), From Name (Demo), Sendmail Path (/usr/sbin/sendmail), SMTP Authentication (Yes/No), SMTP Security (None), SMTP Port (25), SMTP Username, SMTP Password, and SMTP Host (localhost).

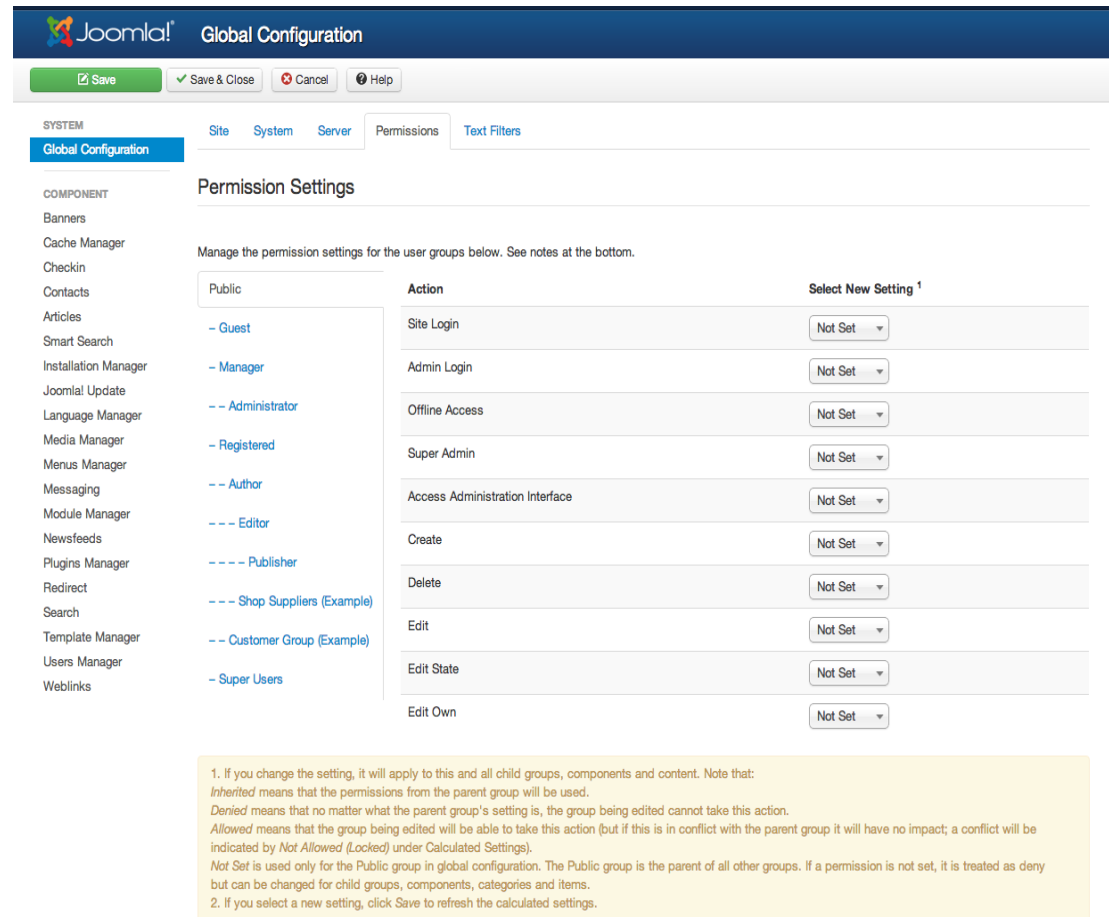
| Section           | Setting                | Value                           |
|-------------------|------------------------|---------------------------------|
| Server Settings   | Path to Temp Folder    | /Applications/MAMP/htdocs/tmp   |
|                   | Gzip Page Compression  | No                              |
|                   | Error Reporting        | System Default                  |
|                   | Force SSL              | None                            |
| Location Settings | Server Time Zone *     | Universal Time, Coordinated ... |
|                   | FTP Settings           |                                 |
| FTP Settings      | Enable FTP             | No                              |
|                   | FTP Host               |                                 |
|                   | FTP Port               |                                 |
|                   | FTP Username           |                                 |
|                   | FTP Password           |                                 |
|                   | FTP Root               |                                 |
| Database Settings | Database Type          | MySQL                           |
|                   | Host                   | localhost                       |
| Database Settings | Database Username      | demo                            |
|                   | Database Name          | demo                            |
|                   | Database Tables Prefix | hnytr_                          |
|                   | Mail Settings          |                                 |
| Mail Settings     | Mailer *               | PHP Mail                        |
|                   | From email             | feedback@chandan.pro            |
|                   | From Name              | Demo                            |
|                   | Sendmail Path          | /usr/sbin/sendmail              |
|                   | SMTP Authentication    | No                              |
|                   | SMTP Security          | None                            |
|                   | SMTP Port *            | 25                              |
|                   | SMTP Username          |                                 |
|                   | SMTP Password          |                                 |
| SMTP Host         | localhost              |                                 |

**Screenshot: Server Settings**

## Joomla! 3 Newbie's Guide

### Permission

You can manager permission settings based on your requirement. Kindly note, changing setting here will apply to this and all child groups, components and content. If you are not too sure then leave it default.



The screenshot shows the Joomla! Global Configuration interface, specifically the 'Permissions' tab. The left sidebar lists various components and their sub-items. The main content area is titled 'Permission Settings' and contains a table for managing permissions for user groups. The table has three columns: 'Public' (listing user groups), 'Action' (listing permissions), and 'Select New Setting' (a dropdown menu). The 'Public' column lists user groups: Guest, Manager, Administrator, Registered, Author, Editor, Publisher, Shop Suppliers (Example), Customer Group (Example), and Super Users. The 'Action' column lists permissions: Site Login, Admin Login, Offline Access, Super Admin, Access Administration Interface, Create, Delete, Edit, Edit State, and Edit Own. The 'Select New Setting' column shows a dropdown menu with 'Not Set' selected for all actions. Below the table, there is a yellow box containing footnotes explaining the settings and their inheritance.

**Global Configuration**

Save Save & Close Cancel Help

SYSTEM Site System Server Permissions Text Filters

**Global Configuration**

COMPONENT

- Banners
- Cache Manager
- Checkin
- Contacts
- Articles
- Smart Search
- Installation Manager
- Joomla! Update
- Language Manager
- Media Manager
- Menus Manager
- Messaging
- Module Manager
- Newsfeeds
- Plugins Manager
- Redirect
- Search
- Template Manager
- Users Manager
- Weblinks

**Permission Settings**

Manage the permission settings for the user groups below. See notes at the bottom.

| Public                         | Action                          | Select New Setting <sup>1</sup> |
|--------------------------------|---------------------------------|---------------------------------|
| - Guest                        | Site Login                      | Not Set                         |
| - Manager                      | Admin Login                     | Not Set                         |
| - - Administrator              | Offline Access                  | Not Set                         |
| - Registered                   | Super Admin                     | Not Set                         |
| - - Author                     | Access Administration Interface | Not Set                         |
| - - - Editor                   | Create                          | Not Set                         |
| - - - - Publisher              | Delete                          | Not Set                         |
| - - - Shop Suppliers (Example) | Edit                            | Not Set                         |
| - - Customer Group (Example)   | Edit State                      | Not Set                         |
| - Super Users                  | Edit Own                        | Not Set                         |

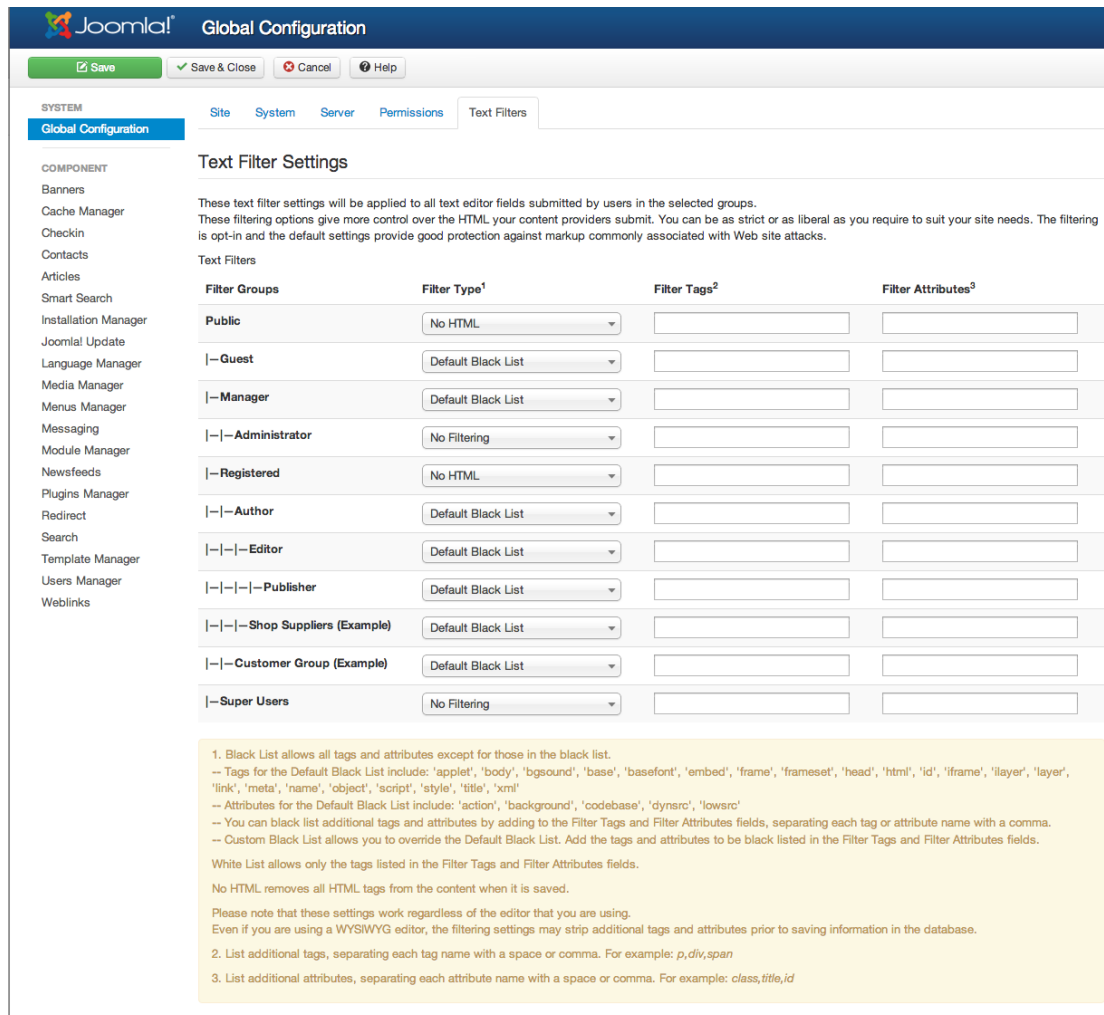
1. If you change the setting, it will apply to this and all child groups, components and content. Note that:  
*Inherited* means that the permissions from the parent group will be used.  
*Denied* means that no matter what the parent group's setting is, the group being edited cannot take this action.  
*Allowed* means that the group being edited will be able to take this action (but if this is in conflict with the parent group it will have no impact; a conflict will be indicated by *Not Allowed (Locked)* under Calculated Settings).  
*Not Set* is used only for the Public group in global configuration. The Public group is the parent of all other groups. If a permission is not set, it is treated as deny but can be changed for child groups, components, categories and items.  
2. If you select a new setting, click Save to refresh the calculated settings.

### Screenshot: Permission Settings

### Text Filters

These text filter settings will be applied to all text editor fields submitted by users in the selected groups. You can be as strict or as liberal as you require to suite your site needs.

## Joomla! 3 Newbie's Guide



The screenshot shows the Joomla! 3 Global Configuration interface, specifically the Text Filter Settings page. The interface has a top navigation bar with 'Joomla!' logo and 'Global Configuration' text. Below this is a sub-navigation bar with tabs for 'Site', 'System', 'Server', 'Permissions', and 'Text Filters'. The 'Text Filters' tab is active. On the left is a sidebar menu with 'COMPONENT' and 'Global Configuration' selected. The main content area is titled 'Text Filter Settings' and contains a paragraph explaining that these settings apply to all text editor fields submitted by users in the selected groups. Below this is a table with four columns: 'Filter Groups', 'Filter Type<sup>1</sup>', 'Filter Tags<sup>2</sup>', and 'Filter Attributes<sup>3</sup>'. The table lists various user groups and their corresponding filter settings. At the bottom of the table, there is a yellow box containing detailed footnotes explaining the filter types and how to use the Filter Tags and Filter Attributes fields.

| Filter Groups               | Filter Type <sup>1</sup> | Filter Tags <sup>2</sup> | Filter Attributes <sup>3</sup> |
|-----------------------------|--------------------------|--------------------------|--------------------------------|
| Public                      | No HTML                  |                          |                                |
| -- Guest                    | Default Black List       |                          |                                |
| -- Manager                  | Default Black List       |                          |                                |
| -- Administrator            | No Filtering             |                          |                                |
| -- Registered               | No HTML                  |                          |                                |
| -- Author                   | Default Black List       |                          |                                |
| -- Editor                   | Default Black List       |                          |                                |
| -- Publisher                | Default Black List       |                          |                                |
| -- Shop Suppliers (Example) | Default Black List       |                          |                                |
| -- Customer Group (Example) | Default Black List       |                          |                                |
| -- Super Users              | No Filtering             |                          |                                |

1. Black List allows all tags and attributes except for those in the black list.  
-- Tags for the Default Black List include: 'applet', 'body', 'bgsound', 'base', 'basefont', 'embed', 'frame', 'frameset', 'head', 'html', 'id', 'iframe', 'layer', 'layer', 'link', 'meta', 'name', 'object', 'script', 'style', 'title', 'xml'  
-- Attributes for the Default Black List include: 'action', 'background', 'codebase', 'dynsrc', 'lowsrc'  
-- You can black list additional tags and attributes by adding to the Filter Tags and Filter Attributes fields, separating each tag or attribute name with a comma.  
-- Custom Black List allows you to override the Default Black List. Add the tags and attributes to be black listed in the Filter Tags and Filter Attributes fields.  
White List allows only the tags listed in the Filter Tags and Filter Attributes fields.  
No HTML removes all HTML tags from the content when it is saved.  
Please note that these settings work regardless of the editor that you are using.  
Even if you are using a WYSIWYG editor, the filtering settings may strip additional tags and attributes prior to saving information in the database.  
2. List additional tags, separating each tag name with a space or comma. For example: p,div,span  
3. List additional attributes, separating each attribute name with a space or comma. For example: class,title,id

**Screenshot: Text Filter Settings**

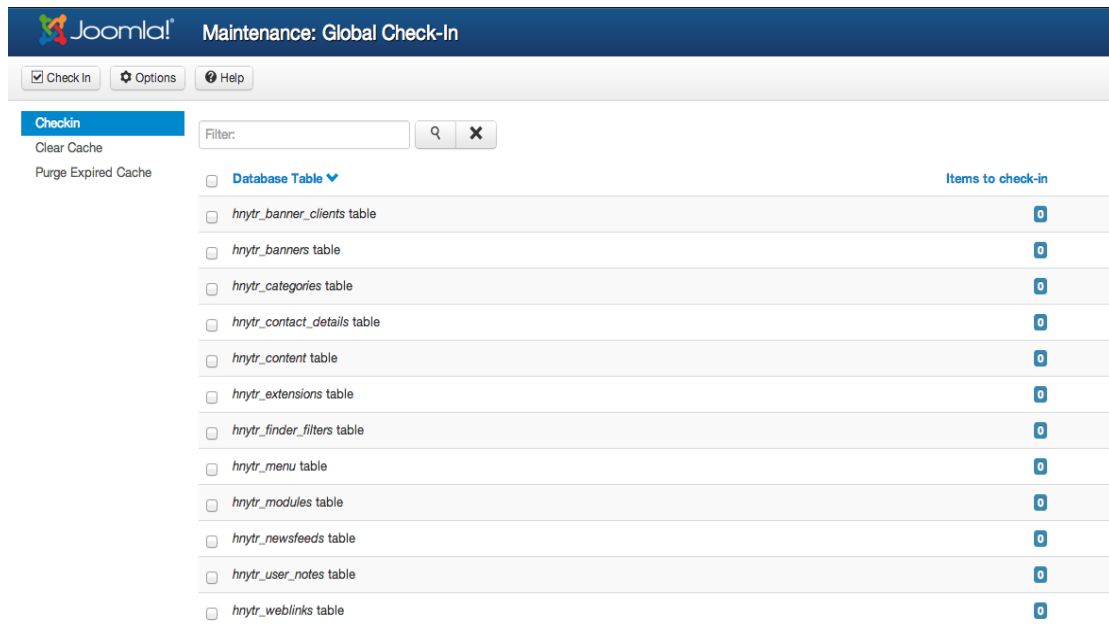
## Global Check-In

When a User edits a file, Joomla change the file's status to Checked Out. That means file is locked and only User who has checked it out can modify it. This is security reason that prevents two users from modifying an item at a same time.

Please note performing Global Check-In while items are open for editing will result in data loss.



## Joomla! 3 Newbie's Guide



The screenshot shows the Joomla! Maintenance: Global Check-In interface. At the top, there's a blue header with the Joomla! logo and the title "Maintenance: Global Check-In". Below the header, there are three buttons: "Check In" (checked), "Options", and "Help". The main content area has a left sidebar with "Checkin" (selected), "Clear Cache", and "Purge Expired Cache". The main area has a "Filter:" input field and a search icon. Below this is a table with columns for checkboxes, "Database Table", and "Items to check-in". The table lists various database tables with their corresponding item counts.

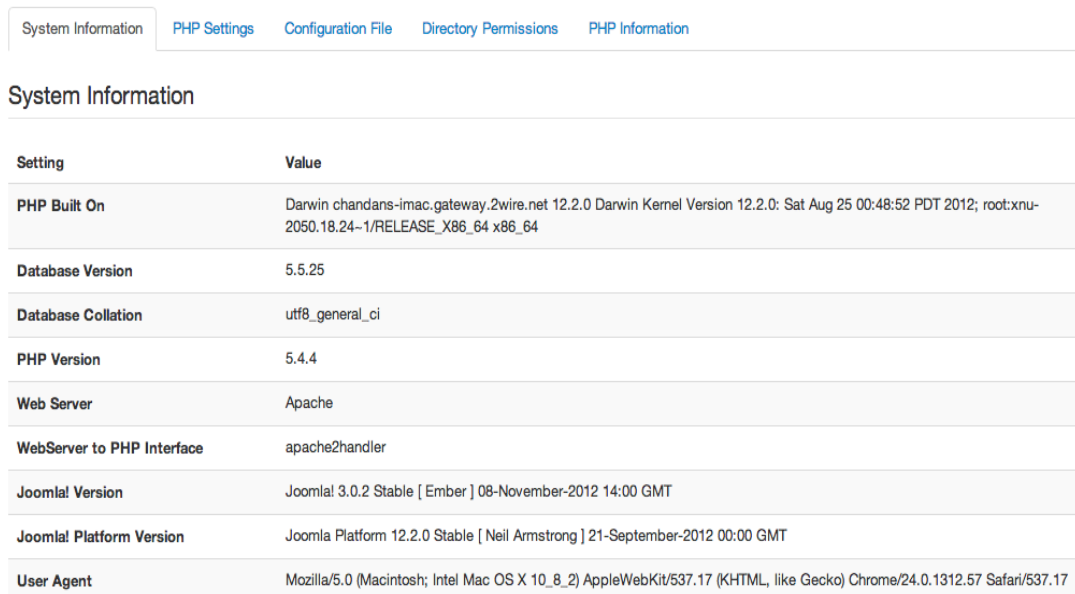
|                          | Database Table              | Items to check-in |
|--------------------------|-----------------------------|-------------------|
| <input type="checkbox"/> | <b>Database Table</b>       |                   |
| <input type="checkbox"/> | hnytr_banner_clients table  | 0                 |
| <input type="checkbox"/> | hnytr_banners table         | 0                 |
| <input type="checkbox"/> | hnytr_categories table      | 0                 |
| <input type="checkbox"/> | hnytr_contact_details table | 0                 |
| <input type="checkbox"/> | hnytr_content table         | 0                 |
| <input type="checkbox"/> | hnytr_extensions table      | 0                 |
| <input type="checkbox"/> | hnytr_finder_filters table  | 0                 |
| <input type="checkbox"/> | hnytr_menu table            | 0                 |
| <input type="checkbox"/> | hnytr_modules table         | 0                 |
| <input type="checkbox"/> | hnytr_newsfeeds table       | 0                 |
| <input type="checkbox"/> | hnytr_user_notes table      | 0                 |
| <input type="checkbox"/> | hnytr_weblinks table        | 0                 |

**Screenshot: Global Check-In**

## System Information

System information display all about your Joomla System you are running on. It has five tabs.

System Information – System information will display Version of PHP, Database, Web Server and Joomla.



The screenshot shows the Joomla! System Information interface. At the top, there are five tabs: "System Information" (selected), "PHP Settings", "Configuration File", "Directory Permissions", and "PHP Information". Below the tabs, the title "System Information" is displayed. The main content area is a table with two columns: "Setting" and "Value".

| Setting                    | Value   |
|----------------------------|---|
| PHP Built On               | Darwin chandans-imac.gateway.2wire.net 12.2.0 Darwin Kernel Version 12.2.0: Sat Aug 25 00:48:52 PDT 2012; root:xnu-2050.18.24~1/RELEASE_X86_64 x86_64 |
| Database Version           | 5.5.25  |
| Database Collation         | utf8_general_ci   |
| PHP Version                | 5.4.4   |
| Web Server                 | Apache  |
| WebServer to PHP Interface | apache2handler  |
| Joomla! Version            | Joomla! 3.0.2 Stable [ Ember ] 08-November-2012 14:00 GMT   |
| Joomla! Platform Version   | Joomla Platform 12.2.0 Stable [ Neil Armstrong ] 21-September-2012 00:00 GMT  |
| User Agent                 | Mozilla/5.0 (Macintosh; Intel Mac OS X 10_8_2) AppleWebKit/537.17 (KHTML, like Gecko) Chrome/24.0.1312.57 Safari/537.17                               |

**Screenshot: System Information**

## Joomla! 3 Newbie's Guide

**PHP Settings** – PHP Settings tell you current PHP configurations setting you have on your Joomla!

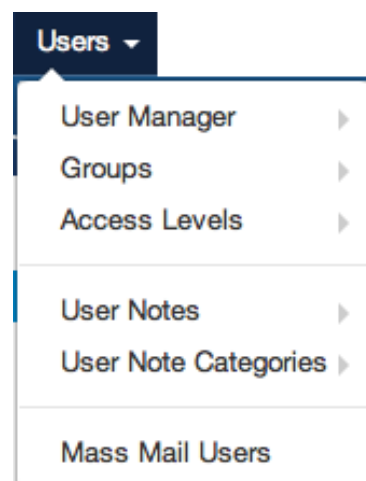
**Configuration File** – **configuration.php** is displayed in user-friendly mode. It shows you all Joomla's important configuration value.

**Directory Permissions** – This display directory permissions settings if writable or not for all Joomla folder

**PHP information** – You can see all about your PHP used by Joomla. This page shows you version info, Apache Handler configuration, HTTP Header information and much more.

## Users

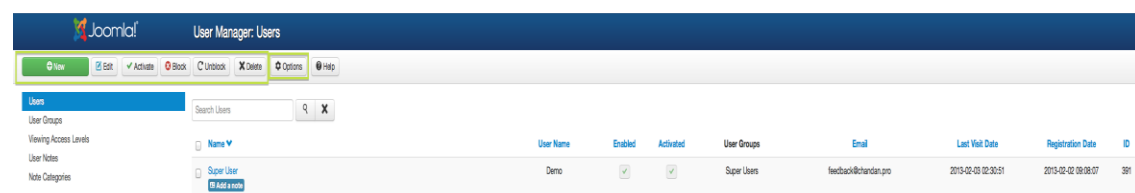
Users menu to administer user & group for your Joomla Web site



## User Manager

User Manager shows user, which you have for your Joomla Web site. You can create, edit, activate, Block, unblock and delete user from here.

To (edit, activate, block, unblock, delete), you must select check box before user name and click on action you wish to perform.



Options tab on User Manager allow you to customize behavior of new user registration. This is important to control how you want your user to register on your Web site.

---

Component

Mass Mail

Permissions

---

Allow User Registration

No

Yes

New User Registration Group

- Registered ▼

Guest User Group

- Guest ▼

Send Password

No

Yes

New User Account Activation

Self ▼

Notification Mail to Administrators

No

Yes

Captcha

- Use Default - ▼

Frontend User Parameters

Hide

Show

Frontend Language

Hide

Show

Change Login Name

No

Yes

Maximum Reset Count

10 ▼

Time in Hours

1 ▼

**Screenshot:** Users Configuration

### Group

User Groups shows available group you have on your Web site. You can create Group, as you need. All new-registered user goes to Registered group by default. Joomla administrator users are part of Super Users group. By default Joomla will create below groups.

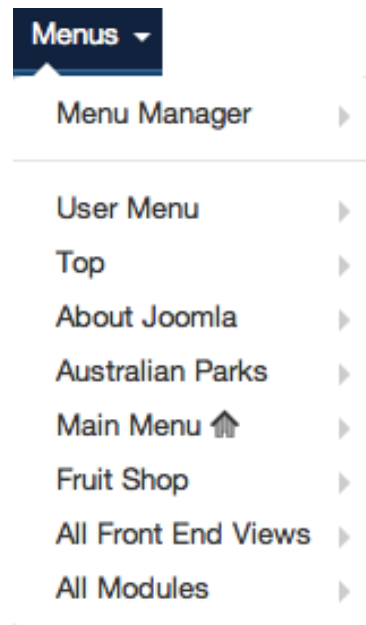
|                          |                                |
|--------------------------|--------------------------------|
| <input type="checkbox"/> | <b>Group Title</b>             |
| <input type="checkbox"/> | Public                         |
| <input type="checkbox"/> | — Guest                        |
| <input type="checkbox"/> | — Manager                      |
| <input type="checkbox"/> | — — Administrator              |
| <input type="checkbox"/> | — Registered                   |
| <input type="checkbox"/> | — — Author                     |
| <input type="checkbox"/> | — — — Editor                   |
| <input type="checkbox"/> | — — — — Publisher              |
| <input type="checkbox"/> | — — — Shop Suppliers (Example) |
| <input type="checkbox"/> | — — Customer Group (Example)   |
| <input type="checkbox"/> | — Super Users                  |

### Mass Mail Users

Mass mail allows you to send email to all users under particular group. This is helpful when you would like to notify your users about any new article, product, etc.

## Menus

Menus let you to configure how menu will look like on your Web site.



### Menu Manager

Menu manager shows you all menu you have on your Web site. Based on your requirement you can create additional menu to be displayed on your front-end site. Main Menu is default menu in Joomla 3.0.

You can create new menu item under existing menu, as you need. Let's add one sample menu item under Top menu to display a single article.

Go to Menu Manager>>Top

Click on New

Click on Select next to Menu item type (The type of link you wish like URL, Alias, Separator, Component, Heading, Article)

Click on Articles>>Single Article

Click on Select next to Select Article and select your article you wish to link

Enter Menu Title to be displayed on your Web site

Enter Alias for your menu

Click on Save & Close

Verify Sample menu item on your Web site

# Demo

[Home](#) [Sample Sites](#) [Joomla.org](#) [Parks](#) [Fruit Shop](#) [Sample](#)


## Beginners

Written by Joomla

### Details

Parent Category: [Sample Data-Articles](#)

Category: [Joomla!](#)

 Published: 01 January 2011

 Last Updated: 01 January 2011

 Created: 01 January 2011

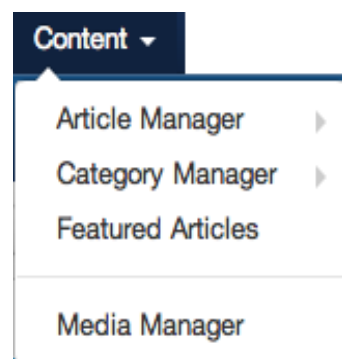
 Hits: 1

**Screenshot:** Sample menu item added

You can edit publish, unpublish, trash any menu or menu item from here.

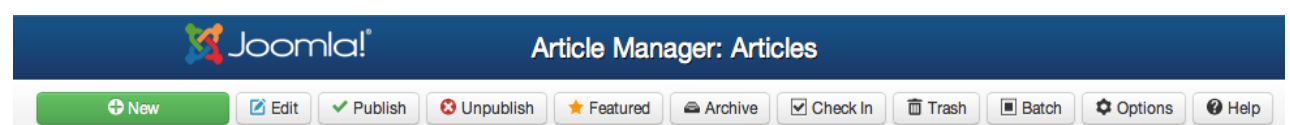
## Content

Content management system is made to manage content. Content menu allow you to create, delete, manage your Web site's content.



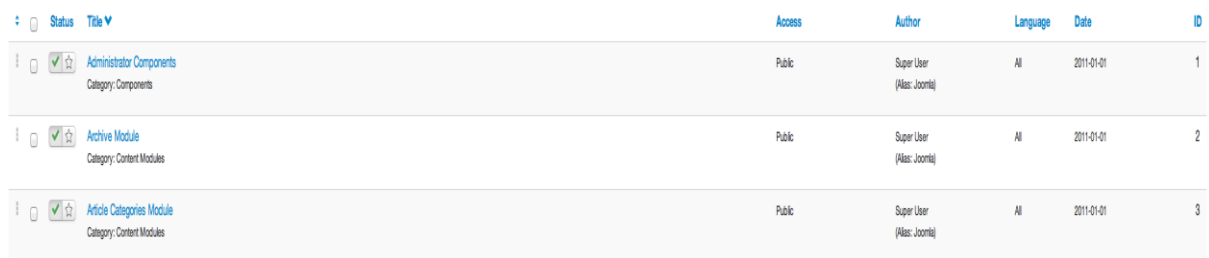
### Article Manager

Article Manager allows you to create, edit, publish, unpublish, delete article. Article Manager is the place where you will create article to be displayed on your Web site.<sup>6</sup>



**Screenshot:** Article Manager Toolbar

- **New.** Creates a new item and opens the editing screen for this item.
- **Edit.** Opens the editing screen for the selected item. If more than one item is selected (where applicable), only the first item will be opened. An item can also be opened for editing by clicking on its Title or Name.
- **Publish.** Publishes selected items. Works with one or multiple items selected.
- **Unpublish.** Unpublishes selected items. Works with one or multiple items selected.
- **Featured.** To feature your article on home page
- **Archive.** Archives selected items. Works with one or multiple items selected.
- **Check In.** Checks-in selected items. Works with one or multiple items selected.
- **Trash.** Sends selected items to the trash. Works with one or multiple items selected.
- **Batch.** Copy or Move articles in bulk from selected to specific category
- **Options.** Opens the Options window where settings such as default parameters can be edited. See Options.
- **Help.** Opens this Help Screen.



| Status                              | Title  | Access | Author                         | Language | Date       | ID |
|-------------------------------------|--|--------|--------------------------------|----------|------------|----|
| <input checked="" type="checkbox"/> | Administrator Components<br>Category: Components       | Public | Super User<br>(Alias: Joomla!) | All      | 2011-01-01 | 1  |
| <input checked="" type="checkbox"/> | Archive Module<br>Category: Content Modules            | Public | Super User<br>(Alias: Joomla!) | All      | 2011-01-01 | 2  |
| <input checked="" type="checkbox"/> | Article Categories Module<br>Category: Content Modules | Public | Super User<br>(Alias: Joomla!) | All      | 2011-01-01 | 3  |

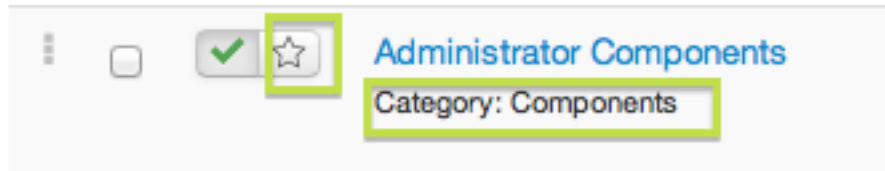
**Screenshot:** Article's Column

- **Checkbox.** Check this box to select one or more items. To select all items, check the box in the column heading. After one or more boxes are checked, click a toolbar button to take an action on the selected item or items. Many toolbar actions, such as Publish and Unpublish, can work with multiple items. Others, such as Edit, only work on one item at a time. If multiple items are checked and you press edit, the first item will be opened for editing.
- **Title.** The name of the item. For a Menu Item, the Title will display in the Menu. For an Article, Section, or Category, the Title may optionally be displayed on the web page. This entry is required. You can open the item for editing by clicking on the Title.
- **Access.** Who can view this item? You can change an item's Access in its edit screen. See User Access Levels for more information.
- **Author.** Name of the Joomla! User who created this item.
- **Date.** The date this Article was created. Joomla adds this date automatically! But you may change it in the Publishing Options - Article section of the Content Article Manager Edit.
- **Language.** Item language.

- **ID.** This is a unique identification number for this item assigned automatically by Joomla! It is used to identify the item internally, and you cannot change this number. When creating a new item, this field displays 0 until you save the new entry, at which point a new ID is assigned to it.

Category is shown underneath your Article's title in Joomla 3.0

Featured is shown like start symbol before your Article's title in Joomla 3.0



**Screenshot:** Category & Featured

Article Manager Options – Global default settings for menu types which display articles in different layout and formats. This screen is where you can set global defaults for menu items that display articles. These default value will be used when you select “User Global” for an option an Article menu item.

Article options are divided into nine groups as below.<sup>7</sup>

- **Articles:** Articles in Single Article or blog layouts.
- **Editing Layout:** Front-end article add/edit layout.
- **Category:** Single Category layouts -- for example, when you click on a category to view the articles it contains.
- **Categories:** Articles Categories layout.
- **Blog/Featured Layouts:** Featured and Category Blog Layout.
- **List Layouts:** Category List Layout.
- **Shared Options:** Shared options for list, blog, and featured layouts.
- **Integration:** Feed Link and Read More options.
- **Permissions:** ALC permissions for actions on articles.



## Joomla! 3 Newbie's Guide

[Articles](#) [Editing Layout](#) [Category](#) [Categories](#) [Blog / Featured Layouts](#) [List Layouts](#) [Shared Options](#) [Integration](#) [Permissions](#)

These settings apply for article layouts unless they are changed for a specific menu item.

Choose a layout

Show Title

Linked Titles

Show Intro Text

Position of Article Info

Show Category

Link Category

Show Parent

Link Parent

Show Author

Link Author

Show Create Date

Show Modify Date

Show Publish Date

Show Navigation

Show Voting

Show "Read More"

Show Title with Read More

Read More Limit

Show Icons

Show Print Icon

Show Email Icon

Show Hits

Show Unauthorised Links

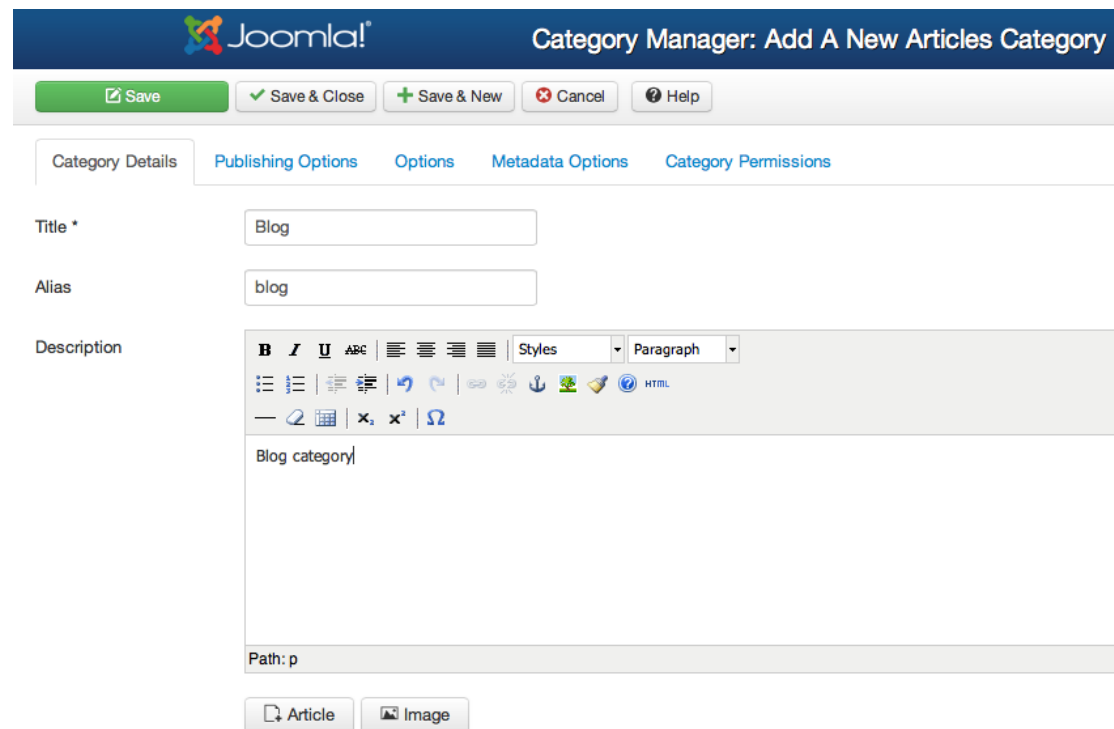
Positioning of the Links

**Screenshot:** Article Manager Options

### Category Manager

Category Manager shows a list of Categories defined in your Web site. In this screen, you can create edit publish unpublish archive check-in trash batch category. In Joomla, all article need to be part of category.

Creating category is an easy, below screenshot for you.



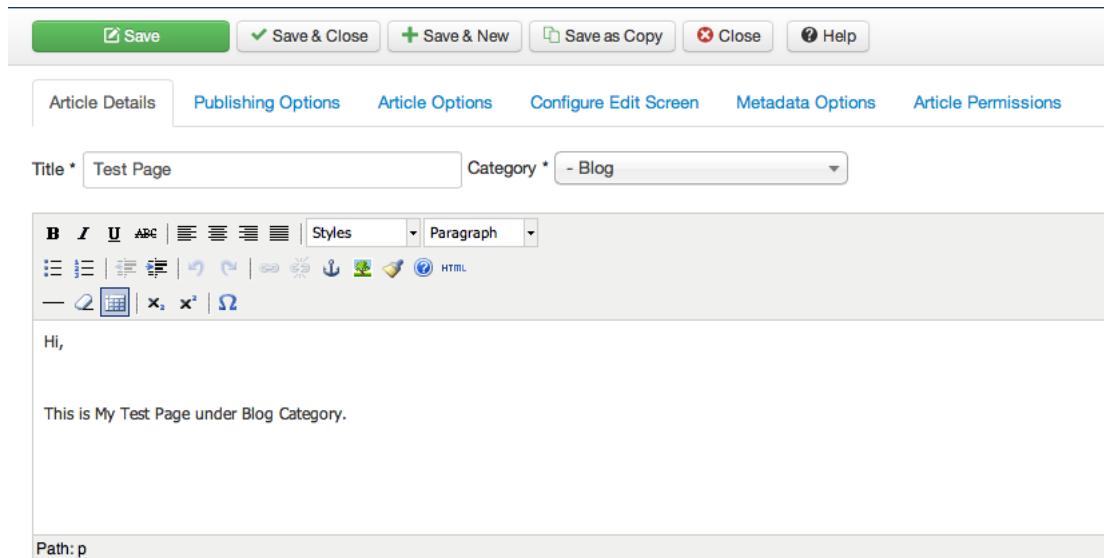
The screenshot shows the Joomla! Category Manager interface for adding a new article category. The header bar is dark blue with the Joomla! logo and the title "Category Manager: Add A New Articles Category". Below the header is a toolbar with buttons: "Save" (green), "Save & Close" (green), "Save & New" (green), "Cancel" (red), and "Help" (blue). The main content area has a tabbed interface with "Category Details" selected. The form fields are: "Title \*" with the value "Blog", "Alias" with the value "blog", and "Description" with a rich text editor containing "Blog category". The rich text editor has a toolbar with various formatting options. At the bottom, there is a "Path: p" field and two buttons: "Article" and "Image".

**Screenshot:** Create New Category

Now I can create any article under this category and display on Web site. Let's create an article under Blog category and show under newly created menu item Sample on Web site.

Go to Content>>Article Manager>>New  
Enter Title – Test Page  
Selected Category as Blog  
Click on Save & Close

## Joomla! 3 Newbie's Guide



The screenshot shows the Joomla! 3 Article Editor interface. At the top, there is a toolbar with buttons: Save (green), Save & Close (green), Save & New (green), Save as Copy (green), Close (red), and Help (blue). Below the toolbar, there are tabs: Article Details (selected), Publishing Options, Article Options, Configure Edit Screen, Metadata Options, and Article Permissions. The Article Details tab is active, showing a form with a Title field containing "Test Page" and a Category dropdown menu set to "- Blog". Below the form is a rich text editor with a toolbar containing various formatting options (bold, italic, underline, text color, background color, bulleted list, numbered list, link, unlink, image, video, audio, code, source, undo, redo) and a text area containing the text "Hi," and "This is My Test Page under Blog Category." At the bottom, there is a Path field containing "p".

**Screenshot:** Create new Article

One article under Blog category is created. Let's display this category content on home page under Sample

Go to Menus>>Menu Manager  
Click on Top>>Sample  
Click on Select next to Menu Item Type  
Click on Articles>>Category Blog  
Choose a category "Blog" from drop-down  
Click on Save & Close

## Demo



**Screenshot:** Sample menu item

## Joomla! 3 Newbie's Guide

Let's make this article "Sample Page" as featured to be displayed on home page.

Go to Content>>Article Manager

Select Test Page and click on Featured on toolbar or click on star symbol before article's title,

Once article is featured you can see star color change to orange.



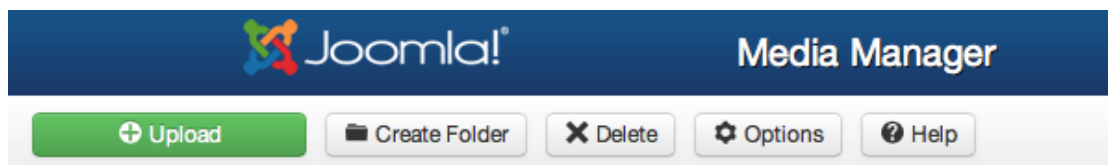
**Screenshot:** Featured Article

## Featured Articles

Featured Articles shows all your featured articles. You can manage your featured articles from here.

## Media Manager

Media Manager is the main screen for all images that can be used in Content items, category, and menu. You can upload new images, edit and delete existing and create new directory



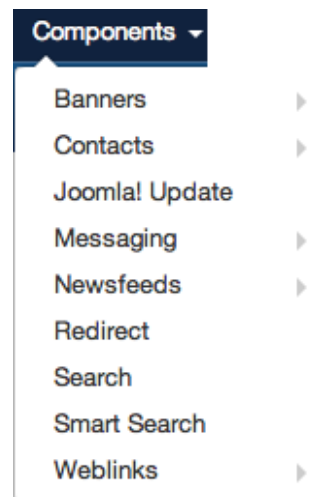
**Screenshot:** Media Manager toolbar

## Components

A component is a kind of Joomla! Extension. Components are the main functional units of Joomla! They can be seen as mini-applications.

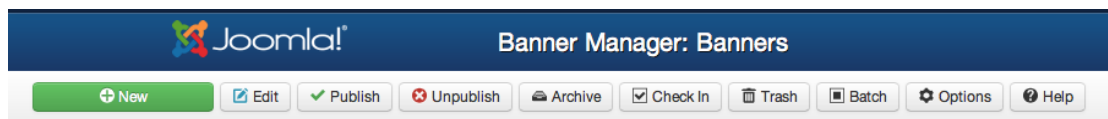
Most components have two main parts: an administrator part and a site part. The site part is what is used to render pages when being called during normal site operation. The administrator part provides an interface to configure and manage different aspects of the component and is accessible through the Joomla! Administrator application.

Joomla! 3.0 come with a number of core components, like Banners, Contacts, Joomla Update, Messaging, Newsfeeds, Redirect, Search, Smart Search Weblinks.



### Banners

The banner component provides the option to display advertising banners on your Web site. The banner manager is where you can edit existing Banners, create or delete one. You can also publish or unpublish banner from this screen.

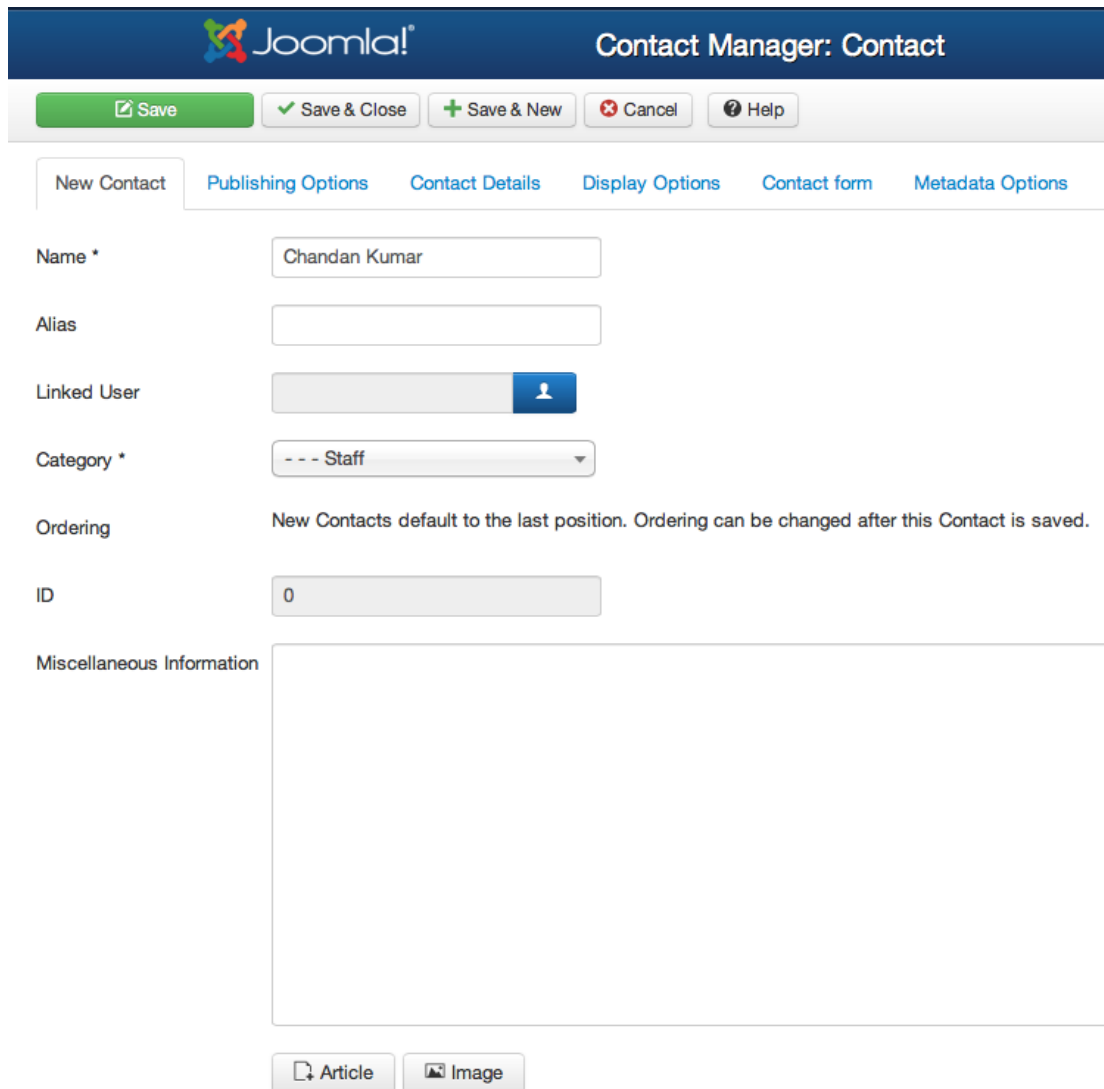


**Screenshot:** Banner Manager Toolbar

### Contacts

Every Web site need contact form. Contact component provide you form to be created and linked to menu or display on page. Let's create a contact and link on menu on front-end Website.

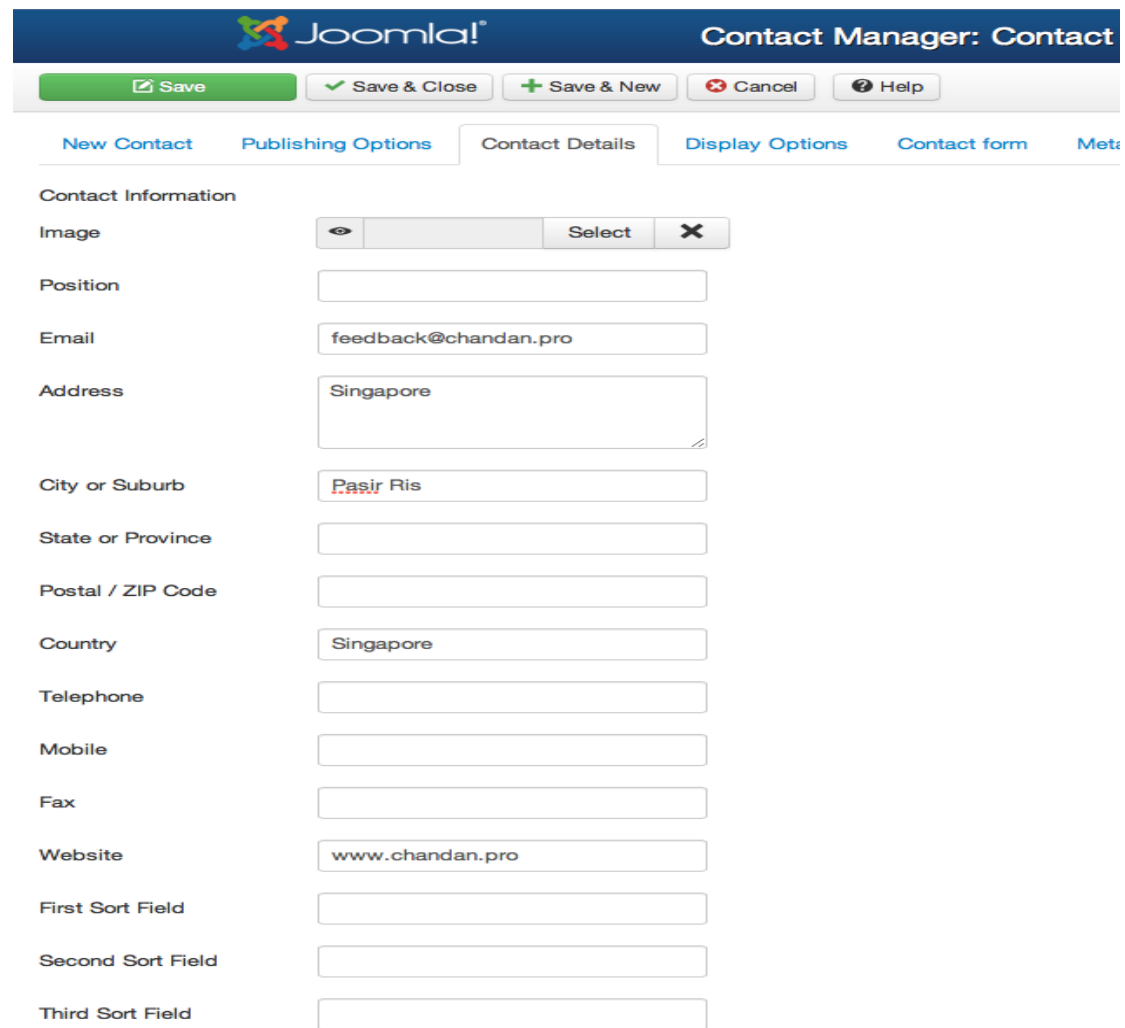
- Login into Joomla! Administrator
- Click on Components>>Contacts
- Click on New
- On New Contact tab, enter Name and select Category



The screenshot shows the Joomla! 3 Contact Manager interface. At the top, there's a Joomla! logo and the title "Contact Manager: Contact". Below this is a toolbar with buttons: Save, Save & Close, Save & New, Cancel, and Help. A tabbed interface is present with tabs: New Contact (active), Publishing Options, Contact Details, Display Options, Contact form, and Metadata Options. The form fields include: Name \* (text input with "Chandan Kumar"), Alias (text input), Linked User (dropdown with a user icon), Category \* (dropdown with "-- Staff"), Ordering (text input with "New Contacts default to the last position. Ordering can be changed after this Contact is saved."), ID (text input with "0"), and Miscellaneous Information (a large text area). At the bottom, there are two buttons: Article and Image.

**Screenshot:** Creating New Contact

- On Contact Details tab, Enter your contact details to be displayed



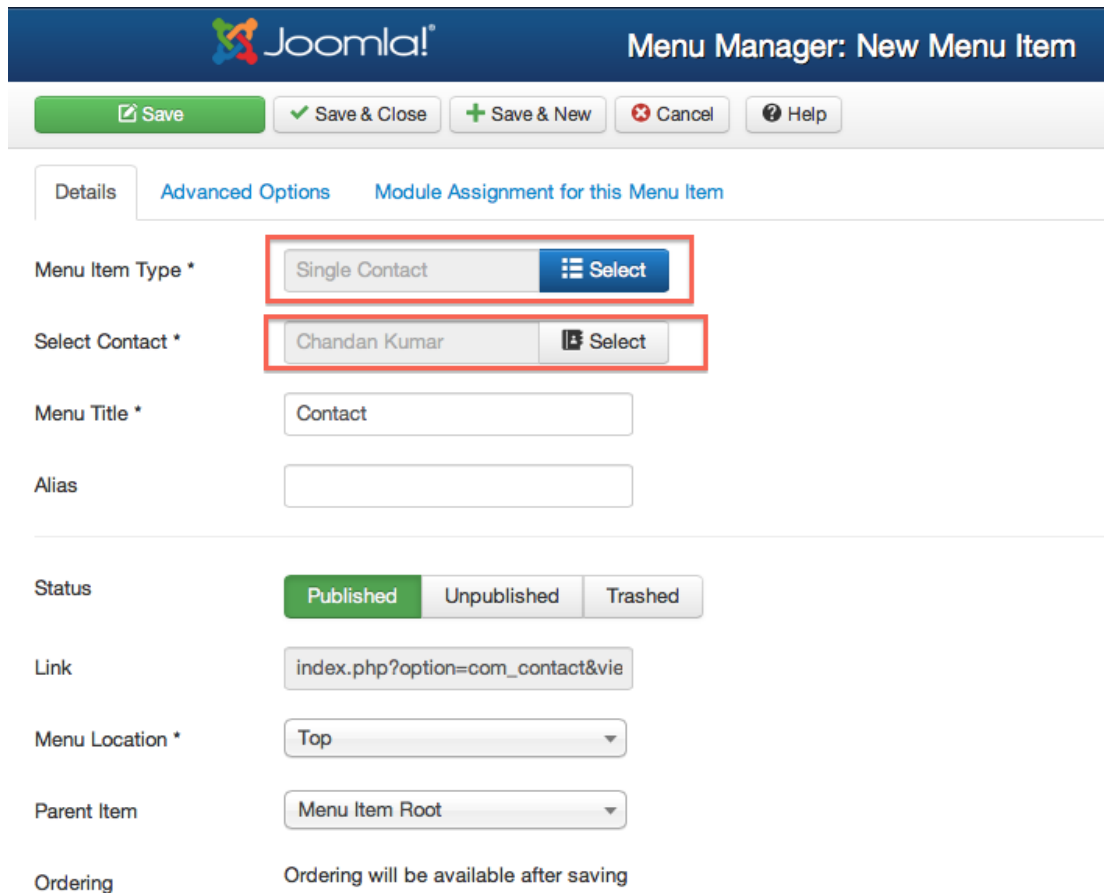
The screenshot shows the Joomla! 3 Contact Manager interface. At the top, there's a blue header with the Joomla! logo and the title "Contact Manager: Contact". Below the header is a toolbar with buttons: "Save" (green), "Save & Close" (green), "Save & New" (green), "Cancel" (red), and "Help" (blue). Below the toolbar is a navigation bar with tabs: "New Contact", "Publishing Options", "Contact Details" (active), "Display Options", "Contact form", and "Meta". The main content area is titled "Contact Information" and contains a form with the following fields: "Image" (with a preview icon, a text input, a "Select" button, and a close "X" button), "Position" (text input), "Email" (text input with value "feedback@chandan.pro"), "Address" (text input with value "Singapore"), "City or Suburb" (text input with value "Pasir Ris"), "State or Province" (text input), "Postal / ZIP Code" (text input), "Country" (text input with value "Singapore"), "Telephone" (text input), "Mobile" (text input), "Fax" (text input), "Website" (text input with value "www.chandan.pro"), "First Sort Field" (text input), "Second Sort Field" (text input), and "Third Sort Field" (text input).

### Screenshot: Creating New Contact

- Click on Save & Close

Now, we will display this newly created contact under contact tab on home page.

- Click on Menus>>Top
- Click on New
- Click on Select button next to Menu Item Type
- Click on Contacts>>Single Contact from popup
- Click on Select button next to Select Contact
- Select newly created Contact "Chandan Kumar" from list
- Enter Menu Title "Contact"



The screenshot shows the Joomla! Menu Manager interface for creating a new menu item. The header bar is dark blue with the Joomla! logo and the title "Menu Manager: New Menu Item". Below the header is a toolbar with buttons: Save (green), Save & Close (green with checkmark), Save & New (green with plus), Cancel (red with X), and Help (grey with question mark). The main content area has three tabs: Details (selected), Advanced Options, and Module Assignment for this Menu Item. The Details tab contains the following fields:

- Menu Item Type \***: A dropdown menu showing "Single Contact" and a "Select" button. This field is highlighted with a red box.
- Select Contact \***: A dropdown menu showing "Chandan Kumar" and a "Select" button. This field is also highlighted with a red box.
- Menu Title \***: A text input field containing "Contact".
- Alias**: An empty text input field.

Below these fields are several other options:

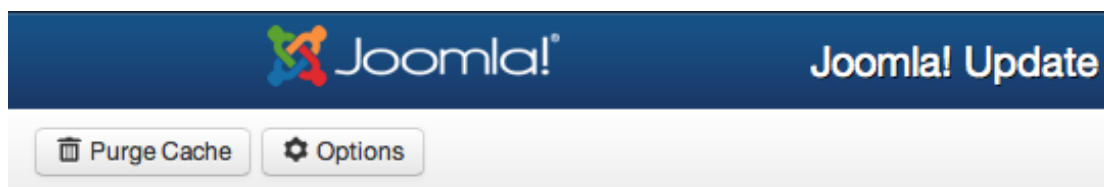
- Status**: Three buttons: Published (green), Unpublished, and Trashed.
- Link**: A text input field containing "index.php?option=com\_contact&vie".
- Menu Location \***: A dropdown menu showing "Top".
- Parent Item**: A dropdown menu showing "Menu Item Root".
- Ordering**: A text input field containing "Ordering will be available after saving".

### Screenshot: Creating New Menu and Link Contact

- Click on Save & Close
- Refresh your home page to see newly created Menu on top "Contact"

## Joomla Update

Joomla Update component allow you to update online.



The screenshot shows the Joomla! Update component interface. The header bar is dark blue with the Joomla! logo and the title "Joomla! Update". Below the header is a toolbar with two buttons: Purge Cache (grey with trash icon) and Options (grey with gear icon).

### No updates available

You already have the latest Joomla! version, 3.0.2.

### Screenshot: Joomla Update



### Messaging

Messaging component allow you to send private message to your Web site's user. This is great way to contact your user directly from Joomla Administrator page.

### News Feed


The news feed component allows you to collect feeds from other sites and publish them on your site. You can add links to these feeds for users by creating News Feed layout in Menu Manager.

### Redirect

Redirect is excellent component. It redirects a visitor to a valid page when you try to access a page that doesn't exist. Its main function is to provide a mechanism to give an administrator the ability to redirect the URL of a web page. You must have **mod\_rewrite** option enabled in your Joomla Configuration Options in order for the redirects you to function.

### Search

You expect your user to search content on your website. Search component allow users to search content on your Web site using search button located on top right.



### Smart Search

Joomla 3.0 shipped with many features including smart search. Smart Search is destined to be the replacement for com\_search, which has been since 7+ years. Smart Search is disabled by default and you must enable to use it.

It's worth using Smart Search, as it's big improvement in search content on your Web site. I will talk about how to enable Smart Search under Extension chapter.

### Web Links

The Web Links component allows you to add, edit and remove links to other web sites on your Joomla! Web site and organize them into categories. You can display these links on your site, and optionally let visitors add new links.

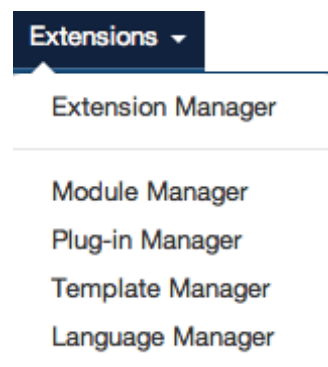
One way of displaying links on your site is to use the Weblinks module to list links from a specific category. Another method is to create a menu item of type Weblinks -

List All Web Link Categories or Weblinks - List Web Links in a Category to have a page display all Web Links categories, or all links within one Web Links category.<sup>9</sup>

You can also let visitor submit new web links. You can simply add a Submit a Web Link menu item to one of your menus.

## Extensions

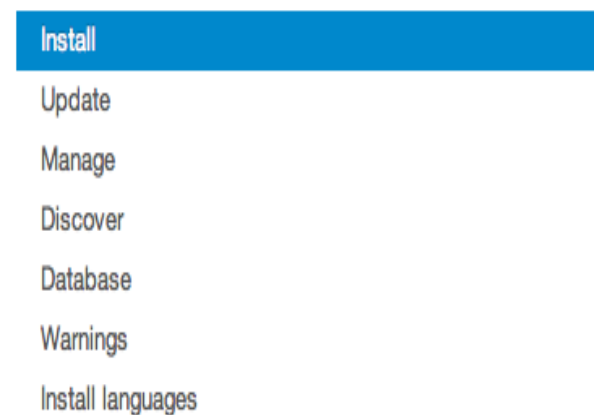
Extensions menu has five elements. This screen allows you to install extension to your Joomla site. Extensions are used to add capabilities to Joomla that do not exist in standard package. There are thousands of extensions available for Joomla 3.0 ready to use.



### Extension Manager

Extension Manager you can use to install Component, Plugin, Module, Template and Language.

At the left, you will see following seven links.



### Install

Install is the main screen of Extension Manager. This screen allows you to install extensions for Component, Module, Plugin and Template. Joomla extensions can be installed using one of three methods as below.

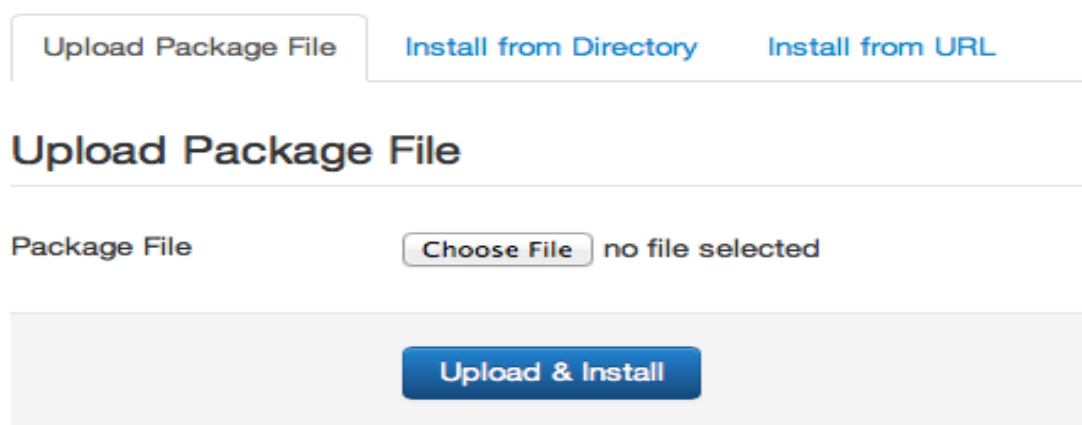
Joomla extensions you can download from - <http://extensions.joomla.org>

**Upload Package File** – this option allow you to upload extensions from you local computer. To upload, click on choose file>>select your extension>>Click on Upload & Install

Let's install extension for Article Editor. In this demonstration, I have downloaded "ckeditor" from Joomla Extensions directory and will install it.

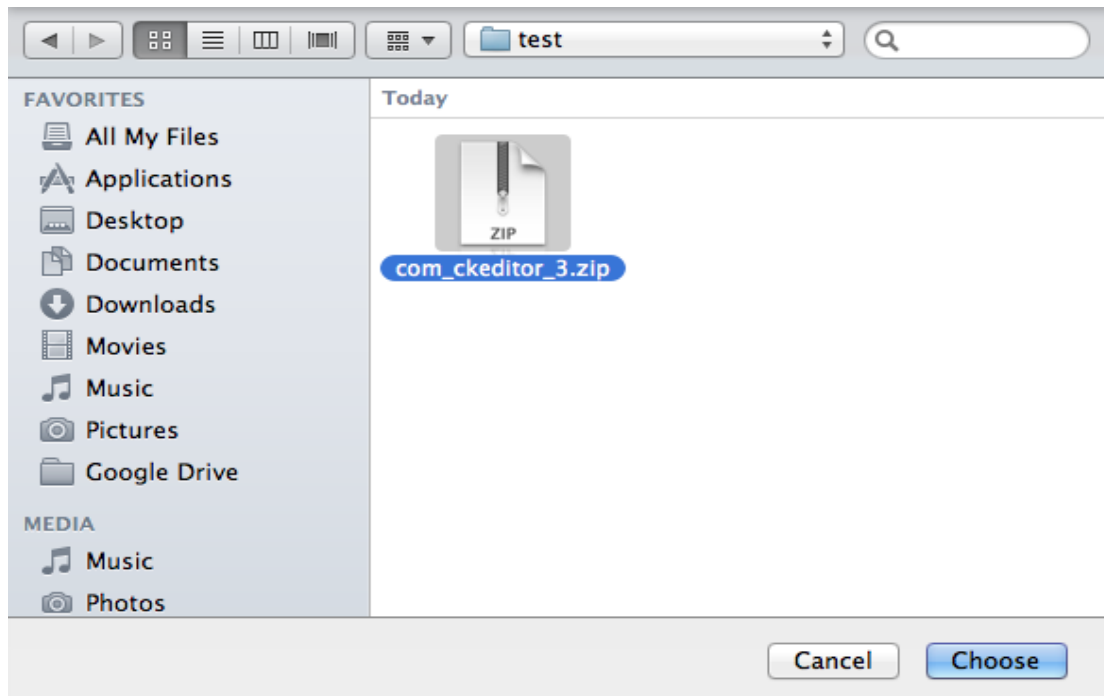
CKEditor - <http://extensions.joomla.org/extensions/edition/editors/12821>

Click on Extensions>>Extension Manager

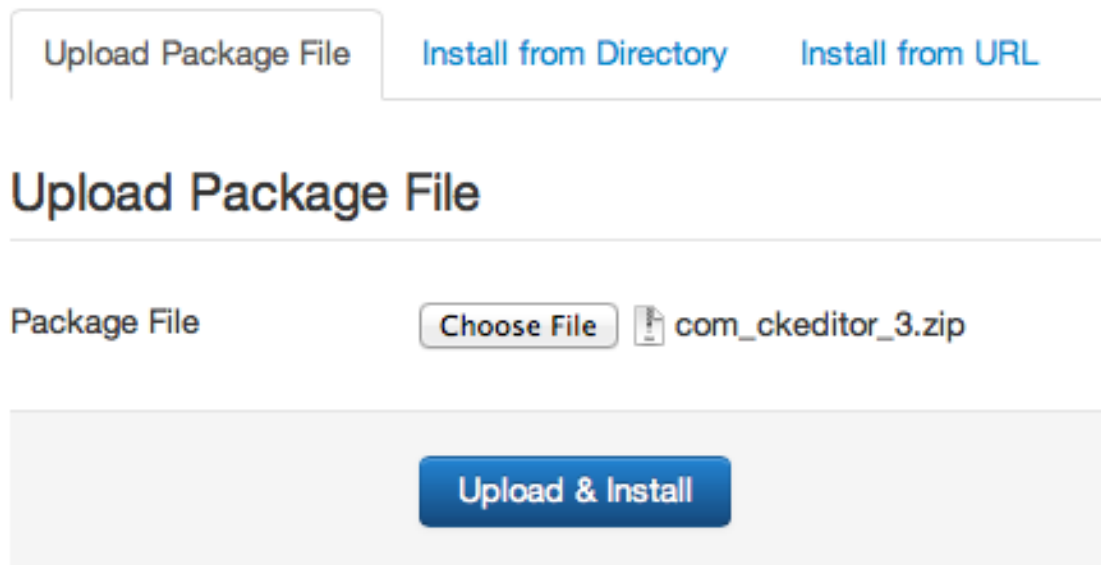


**Screenshot:** Upload Package File on Extension Manager

Click on Choose File and it will prompt you to browse your computer and select downloaded extension file



**Screenshot:** Select package file to be installed



**Screenshot:** Selected package “com\_ckeditor\_3.zip” to be installed

Click on Upload & Install and wait for installation to be completed. It usually takes up to 2-3 minutes.

**Message**  
Installing component was successful.

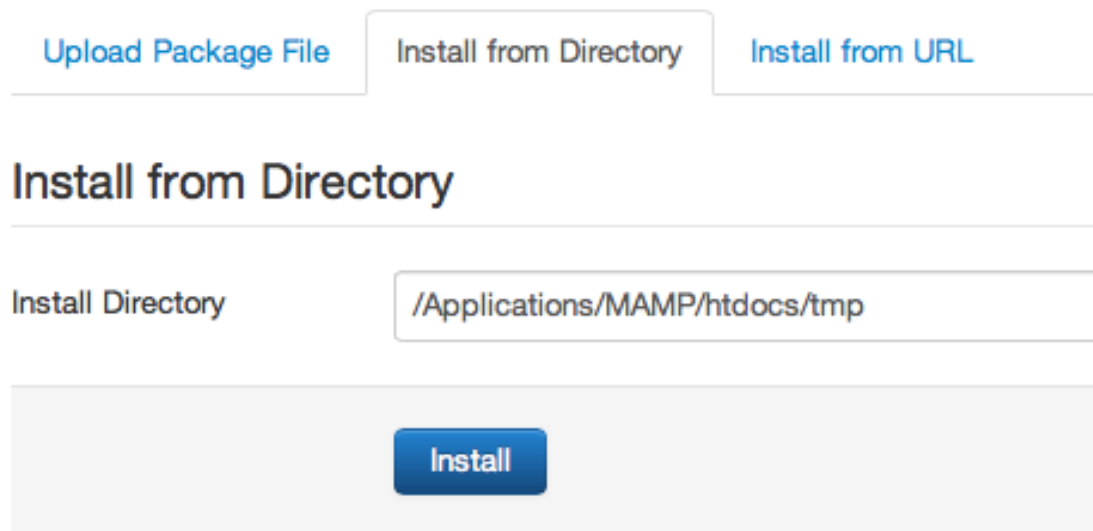
Now, ckeditor component is installed. I can use this component for article editor. All components will be appeared in Components menu, once it's installed successfully.

**Install from Directory** – this option allow you to install extension from server directory.

You can create temporary directory on your server and unpack the Extension's archive file in this temporary directory.

In the Install Directory field specify the server directory where you unpacked the extension.

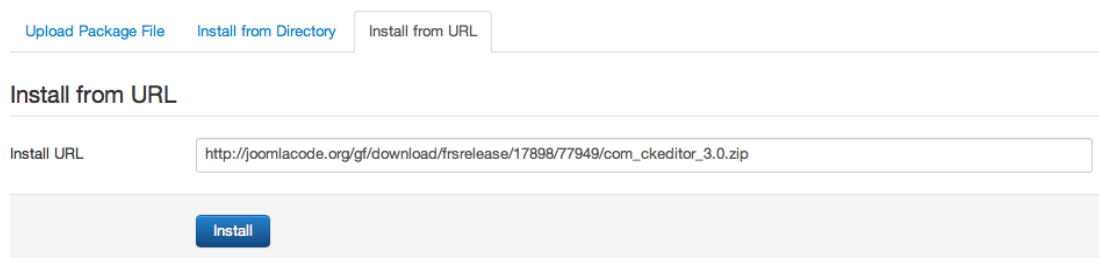
Click on Install to begin installation and wait for installation to be completed.



The screenshot shows the Joomla! installation interface for the 'Install from Directory' method. At the top, there are three tabs: 'Upload Package File', 'Install from Directory' (which is selected), and 'Install from URL'. Below the tabs, the title 'Install from Directory' is displayed. Underneath, there is a label 'Install Directory' followed by a text input field containing the path '/Applications/MAMP/htdocs/tmp'. At the bottom of the form is a blue 'Install' button.

**Screenshot:** Install from Directory

Install from URL – another alternative option to install an Extension. Instead of downloading extension, you can directly install extension-using URL. Just specify the URL in Install URL field and click on Install.



The screenshot shows the Joomla! installation interface for the 'Install from URL' method. At the top, there are three tabs: 'Upload Package File', 'Install from Directory', and 'Install from URL' (which is selected). Below the tabs, the title 'Install from URL' is displayed. Underneath, there is a label 'Install URL' followed by a text input field containing the URL 'http://joomlancode.org/gf/download/frsrelease/17898/77949/com\_ckeditor\_3.0.zip'. At the bottom of the form is a blue 'Install' button.

**Screenshot:** Install directly from URL

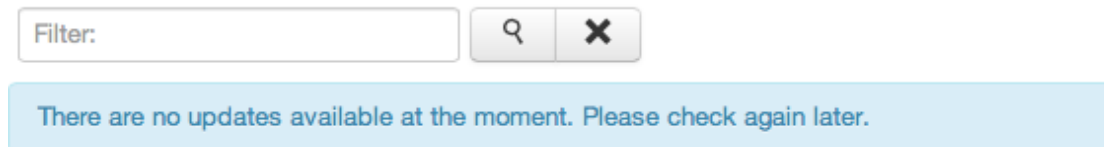
## Update

This screen is used to update extensions that are installed in your Joomla! Site. At left top, you can see five following buttons.



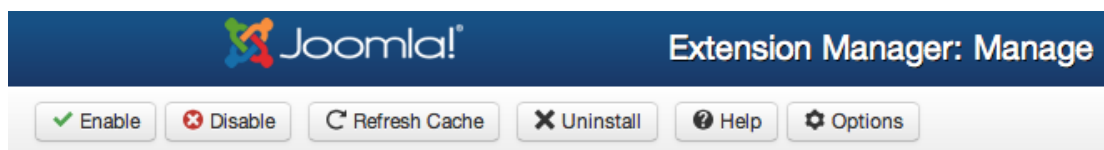
**Screenshot:** Update Toolbar

On main screen, you will see extensions to be updated if any. To update, select an extension on main screen and click on Update button at left top.



### Manage

Manage screen is used to enable, disable, uninstall extensions that are installed in your Joomla! site. At left top you will see Enable, Disable, Refresh Cache, Uninstall, Help and Options button.



On main screen, you will see all extensions. To manage them, select an extension and click on top left button, as you require.

Manage screen is very helpful to see extension status and take action (Enable, Disable, Uninstall). It's one click away and you can control your extensions from this screen.

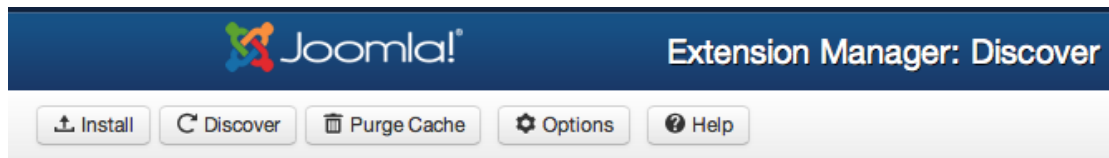
### Discover

This screen allows you to discover extensions that have not gone through the normal installation process.

For example, some extensions are too large in file size to upload using the web interface due to limitations of the web-hosting environment. Using this feature you can upload extension files directly to your web server using some other means such as FTP or SFTP and place those extension files into the appropriate directory.

You can then use the discover feature to find the newly uploaded extension and activate it in your Joomla! Installation.

Using the discover operation you can also discover and install multiple extensions at the same time. At left top, you will have following options.



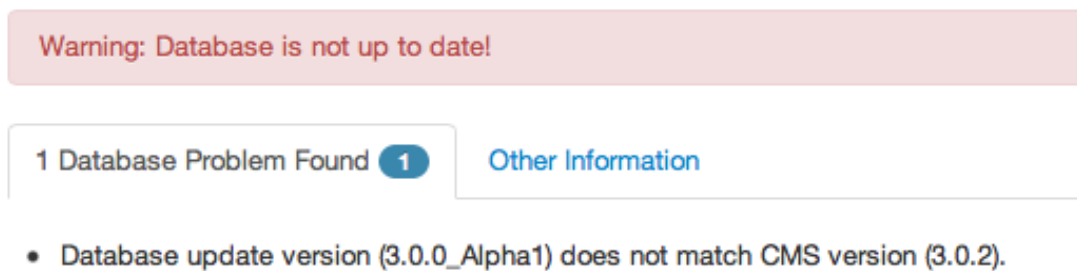
On main screen, select extension and click on left top button to perform an action.

### Database

This screen shows Database schema version, Database driver and details of database changes status. This will also notify if any issues in Database of your Joomla site. Good thing about this is, you can fix if any issues in your database. At left top you will have following buttons.



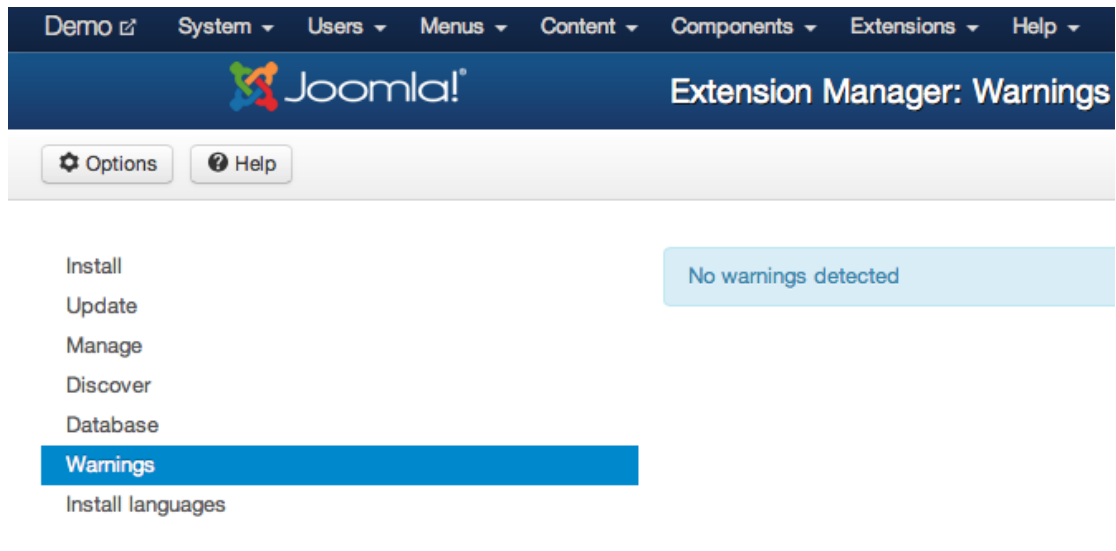
On main screen you will see notification if any issues, ex below: -



To fix this, you just click on Fix button on left top. It's that easy!

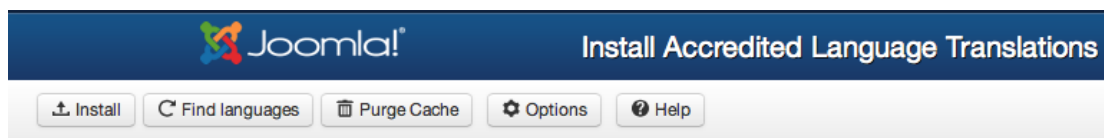
### Warnings

It will display warnings related to your installed extensions. It's good way to see if any issues in your installed extensions.



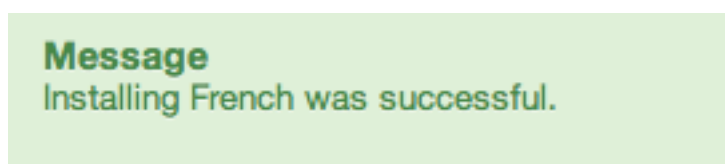
### Install languages

Joomla in your language, install language for your Joomla Web site. Joomla 3.0 comes with 105 languages. At left top, you will have following items.



On main screen you can select language you wish to install and click on Install button.

Once you install any language, you will see successfully installation message.



### Module Manager

The module manager is used to display, add, edit, copy, publish, unpublish, delete module. In Joomla! Modules are used to display content, media around the main content.

#### Module Facts: <sup>10</sup>

Joomla! Web Site require at least 1 Menu Module

All other Module types are options. (Ex – News, Banner, Latest News, Polls)

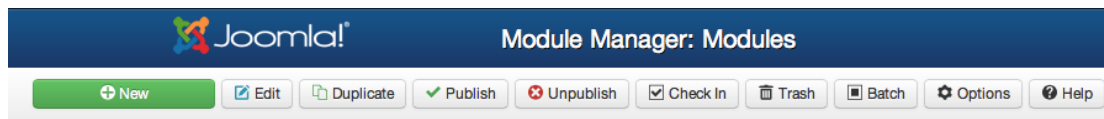
A menu module accompanies every Menu (Ex – mod\_mainmenu)

Multiple occurrences of similar module types



## Joomla! 3 Newbie's Guide

At the left top, you will see following items.



**New** – new allow you to create your own module using existing components, article, and media. You can select below Module Type to create new one.

### Select a Module Type:

|                                    |  |
|------------------------------------|--|
| <b>Archived Articles</b>           | This Module shows a list of the calendar months containing Archived Articles. After you... |
| <b>Articles - Newsflash</b>        | The Newsflash Module will display a fixed number of articles from a specific category.     |
| <b>Articles - Related Articles</b> | This Module displays other Articles that are related to the one currently being viewed.... |
| <b>Articles Categories</b>         | This module displays a list of categories from one parent category.                        |
| <b>Articles Category</b>           | This module displays a list of articles from one or more categories.                       |
| <b>Banners</b>                     | The Banner Module displays the active Banners from the Component.                          |
| <b>Breadcrumbs</b>                 | This Module displays the Breadcrumbs   |
| <b>Custom HTML</b>                 | This Module allows you to create your own HTML Module using a WYSIWYG editor.              |
| <b>Feed Display</b>                | This module allows the displaying of a syndicated feed                                     |
| <b>Footer</b>                      | This module shows the Joomla! copyright information.                                       |
| <b>Language Switcher</b>           | This module displays a list of available Content Languages (as defined and published in... |
| <b>Latest News</b>                 | This Module shows a list of the most recently published and current Articles. Some that... |
| <b>Latest Users</b>                | This module displays the latest registered users   |
| <b>Login</b>                       | This module displays a username and password login form. It also displays a link to...     |
| <b>Menu</b>                        | This module displays a menu on the frontend.   |
| <b>Most Read Content</b>           | This Module shows a list of the currently published Articles which have the highest...     |
| <b>Random Image</b>                | This Module displays a random image from your chosen directory.                            |
| <b>Search</b>                      | This module will display a search box.   |
| <b>Smart Search Module</b>         | This is a search module for the Smart Search system.                                       |
| <b>Statistics</b>                  | The Statistics Module shows information about your server installation together with...    |
| <b>Syndication Feeds</b>           | Smart Syndication Module that creates a Syndicated Feed for the page where the Module...   |
| <b>Weblinks</b>                    | This modules displays weblinks from a category defined in the Weblinks component.          |
| <b>Who's Online</b>                | The Who's Online Module displays the number of Anonymous Users (e.g. Guests) and...        |
| <b>Wrapper</b>                     | This Module shows an iframe window to specified location.                                  |

### Screenshot: Select Module Type

**Edit** – this allow you to modify selected module based on your requirement. You can edit Module Name, Status, Positions, Menu Assignment, etc.

**Duplicate** – You can just clone your selected module by clicking on Duplicate button.

**Publish** – You can publish Module if it's unpublished.

**Unpublish** – You can unpublish Module if you don't want to appear on your Joomla Site.

**Check In** – Check-in the selected modules.

**Trash** – to delete module

**Batch** – Batch process the selected modules

**Options** – To manage the permissions

Modules are available for your Website (front-end) as well as Joomla Administrator (back-end). At left corner, you can toggle to view modules.



Modules are heart of your Joomla Website. You can change position, modify appearance, publish/unpublish modules on your Website the way you want.

### Plug-in Manager

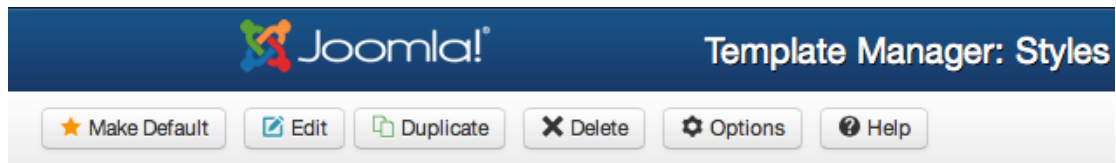
Plugin is a Joomla! Extension. Plugins provide functions, which are associated with trigger events. Joomla comes with a set of core plugin events. This is powerful way of extending the functionality of the Joomla Framework.

Plug-in Manager screen allow you to Edit, Enable, Disable, Check in selected plugin. At left top you will see following items.



### Template Manager

The Template Manager allows you to assign a default Template to your Joomla! Website. You can also edit, duplicate and delete template. At left top you will see follow items.



**Make Default** – Select template on main screen and make default for your Website. Default template will be shown on front-end.

**Edit** – Select template and click on edit to Modify settings of your template.

**Duplicate** – you can clone your selected template.

**Delete** – Delete selected template

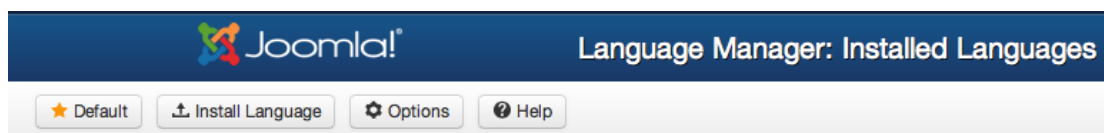
**Options** – You can enable/disable preview module positions.

Joomla 3.0 comes with two front-end and two back-end templates.

| Style               | Default | Assigned | Location      | Template  | ID |
|---------------------|---------|----------|---------------|-----------|----|
| Bees3 - Default     |         |          | Site          | Bees3     | 4  |
| Helix - Default     |         |          | Administrator | Helix     | 5  |
| Isis - Default      |         |          | Administrator | Isis      | 6  |
| Protostar - Default |         |          | Site          | Protostar | 7  |

## Language Manager

The language manager displays a list of the language available for your Web site. These languages apply to the Joomla! Core only and may not effect any components, module that may be in use. At left top you can see following items.



**Default** – select language on main screen and click on Default to make your Joomla Site's default language.

**Install Language** – You can install additional language for your Joomla Web site.

## How to?

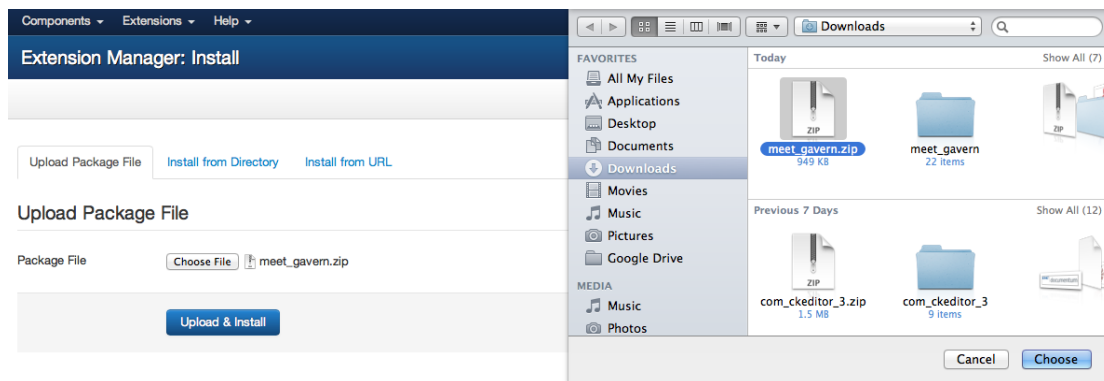
### How to install template?

Once you setup your Joomla! First question comes in mind how to install new template. It's just few minutes and you can change your entire Website template. You can give brand new look to your site.

1. Download Joomla 3.0 compatible template. You can just Google for Joomla 3.0 template and you will get hundreds of template.
2. Login into Joomla Administrator

## Joomla! 3 Newbie's Guide

3. Go to Extensions>>Extension Manager
4. Click on Choose File and select your downloaded template



5. Click on Upload & Install
6. Congratulation! You just installed new template.

### How to change default template?

Once you install new template, it's time to make them default to see in action.

1. Login into Joomla Administrator
2. Click on Extensions>>Template Manager
3. Select newly installed template from main screen and click on Default
4. Click on newly install template on main screen
5. Click on Menus assignment tab
6. Select all Menus (you can click on Toggle Selection)
7. Click on Save& Close
8. Congratulation! You have given brand new look to your Joomla Website.

### How to change module position on front-end Website?

You may like to change module position on your front-end based on you design your Website. In this example, I will change **Login Form** Module position from right to left side.

### Demo

[Home](#) [Sample Sites](#) [Joomla.org](#) [Parks](#) [Fruit Shop](#) [Sample](#)

#### Joomla! Testing

★★★★★  
☐ ☐ ☐ ☐ ☒ [Rate](#)

Thanks for helping us to test Joomla!

We're getting ready for the release of Joomla 3.0 and we appreciate you helping us find and fix problems as we work.

If you haven't done testing before here are some tips.

- Don't delete the installation folder when you finish installing! While we're working we turn that security feature off to make it easier to test.
- Go to global configuration and set Error Reporting to Development (that's on the server tab) and enable both debugging and language debugging (those are on the system tab). Don't worry when you see \*\* around words -- that means Joomla translation is doing its job.

How to test

- First, do the things you normally do and see if you spot any problems.
- Look at all of the front end views and record any problems
- Look at all the back end views and report any problems
- See more ideas below

What to look for

#### Main Menu

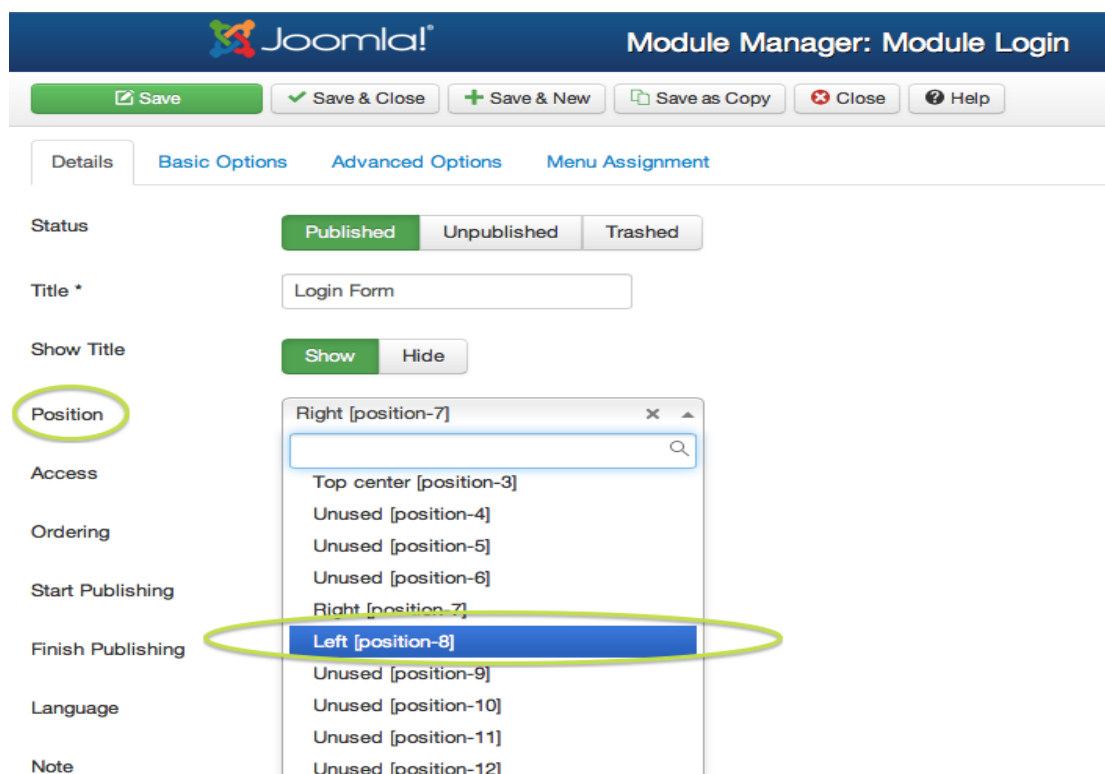
[Home](#)  
[Login](#)  
[Sample Sites](#)  
[Site Administrator](#)

#### Login Form

[?](#)  
 [?](#)  
☐ Remember Me  
[Log in](#)  
[Create an account](#) ➔

**Screenshot:** Login Form on front-end site

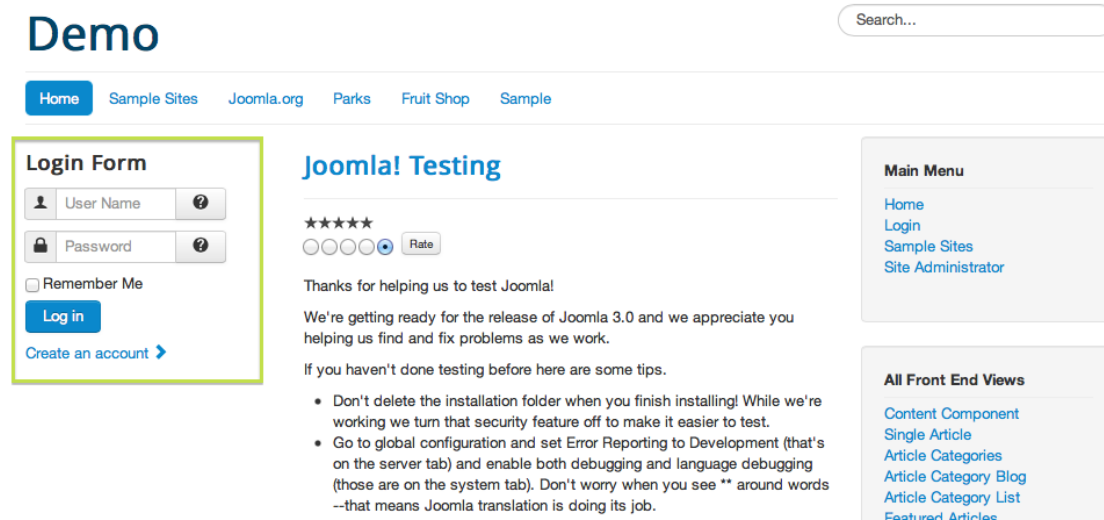
1. Login into Joomla Administrator
2. Click on Extensions>>Module Manager
3. Click on **Login Form** Module (you can filter by Login Form)
4. Select on Position you wish to have Login Form



**Screenshot:** Select Position of Module

## Joomla! 3 Newbie's Guide

5. Click on Save & Close
6. Refresh your Joomla front-end Website to see the Login Form in left side

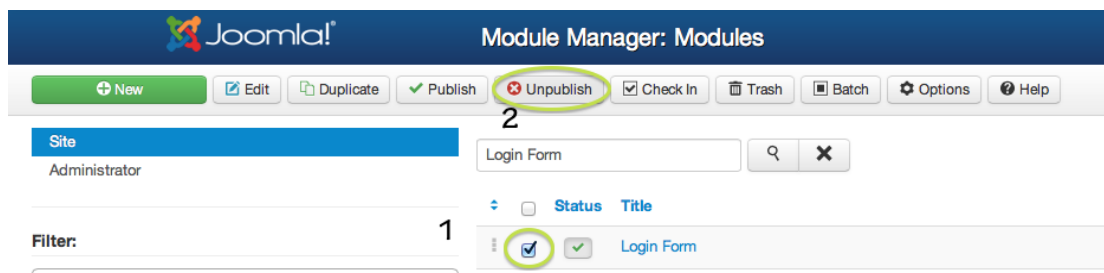


**Screenshot:** Login Form Position on front-end site

## How to publish/unpublish Module?

You can publish/unpublish module on your Website. In this example, I will show you to unpublish **Login Form** module.

1. Login into Joomla Administrator
2. Click on Extensions>>Module Manager
3. Select **Login Form** and click on Unpublish



4. Refresh your front-end, you won't see **Login Form**

## How to create Custom HTML Module?

You can create your own custom HTML Module. In this example, I will show you to create custom HTML feedjit.

Note: Custom HTML Module can be created using a WYSIWYG editor

1. Login into Joomla Administrator
2. Click on System>>Global Configuration

## Joomla! 3 Newbie's Guide

3. Select Default Editor as "None"
4. Click on Extensions>>Module Manager
5. Click on New and select Custom HTML as Module Type
6. Enter Title (Feedjit)
7. Select Position you wish to show this Module

The screenshot shows the 'Details' tab of the Joomla! 3 Module Manager. At the top, there are five tabs: 'Details' (active), 'Basic Options', 'Advanced Options', 'Custom output', and 'Menu Assignmen'. Below the tabs, the 'Status' section has three buttons: 'Published' (highlighted in green), 'Unpublished', and 'Trashed'. The 'Title \*' field contains the text 'Feedjit'. The 'Show Title' section has two buttons: 'Show' (highlighted in green) and 'Hide'. The 'Position' dropdown menu is set to 'Left [position-8]'. The 'Access' dropdown menu is set to 'Public'. The 'Ordering' dropdown menu is set to '1. Articles Categories'. The 'Start Publishing' and 'Finish Publishing' fields are empty, each with a calendar icon to its right. The 'Language' dropdown menu is set to 'All'. At the bottom, there is an empty 'Note' text area.

**Screenshot:** Creating New Custom HTML Module

8. Click on Custom Output tab
9. Paste your HTML code
10. Click on Save & Close
11. You can see custom HTML module is available on home page now

## Demo

[Home](#) [Sample Sites](#) [Joomla.org](#) [Parks](#) [Fruit Shop](#) [Sample](#)

### Login Form

☐ Remember Me

[Create an account >](#)

### Feedjit

**Live Traffic Feed**

**Unlimited DOMAINS**

A visitor from **Singapore**  
viewed "Home" 0 secs ago

A visitor from **Jakarta, Jakarta Raya**  
viewed "Daftar Isi Buku ~ DTE :)" 5 mins ago

A visitor from **Chennai, Tamil Nadu**  
viewed "AlacrityFX.com | Online Forex and CFD trading" 38 mins ago

A visitor from **Yogyakarta**  
viewed "Universitas Respati Yogyakarta" 39 mins ago

A visitor from **Chandigarh**  
viewed "Sections Demo" 41 mins ago

A visitor from **Melaka**  
viewed "9W2ADO" 50 mins ago

A visitor from **Saint Louis, Missouri**  
viewed "#1 TOP SELLING SALE INSANITY: 60-Day Total Body Conditioning CHEAP PRICE" 1 hour 23 mins ago

A visitor from **Chennai, Tamil Nadu**  
viewed "AlacrityFX.com | Online Forex and CFD trading" 2 hours 12 mins ago

A visitor from **Saint Louis, Missouri**  
viewed "Black Friday Deals" 2 hours 24 mins ago

A visitor from **Yogyakarta**  
viewed "Universitas Respati Yogyakarta" 2 hours 34 mins ago

Real-time view · Menu

Watch visitors in real-time!

### Joomla! Testing

★★★★★  
☐ ☐ ☐ ☐ ☒

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#### How to test

- First, do the things you normally do and see if you spot any problems.
- Look at all of the front end views and record any problems
- Look at all the back end views and report any problems
- See more ideas below

#### What to look for

- Any error messages that say things like Fatal Error or Strict or similar things that indicate that something is not working correctly.
- Untranslated strings. You will know these because they look like this: ? STRING\_HERE?
- Problems of rendering--items not aligned correctly, missing or wrong images, pages that just don't look right.
- Unexpected behavior--anything that is working differently than it did in 2.5.

#### Report problems

If you find a problem please report it to the [CMS Issue Tracker](#). You will need to register for a [joomla.org](#) account if you don't have one.

#### More Testing Ideas

- Pick one module or view and test all of the parameters.
- Install an extension and see if anything breaks (report to the developer unless you are positive it is a core bug).
- Turn on caching with different options
- Try different session options
- Install a language and test all the layouts.
- Try different environments (like different servers which may have different version of PHP) or try you have IIS with MySQLi or SqlSrv. With millions of users Joomla needs to be ready for unusual environments.
- Try with SEF URLs on or off and also with Apache rewrite on or off (if you are on Apache).
- Try different combinations of browsers (Chrome, IE, FireFox, Opera to start) and operating systems (Mac, Windows, Linux)

#### Main Menu

[Home](#)  
[Login](#)  
[Sample Sites](#)  
[Site Administrator](#)

#### All Front End Views

[Content Component](#)  
[Single Article](#)  
[Article Categories](#)  
[Article Category Blog](#)  
[Article Category List](#)  
[Featured Articles](#)  
[Archived Articles](#)  
[Contact Component](#)  
[Contact Categories](#)  
[Contact Single Category](#)  
[Single Contact](#)  
[Featured Contacts](#)  
[Weblinks Component](#)  
[Weblinks Single Category](#)  
[Weblinks Categories](#)  
[News Feeds Component](#)  
[News Feed Categories](#)  
[Single News Feed](#)  
[News Feed Category](#)  
[Users Component](#)  
[Login Form](#)  
[User Profile](#)  
[Edit User Profile](#)  
[Registration Form](#)  
[Username Reminder Request](#)  
[Password Reset](#)  
[Search Components](#)  
[Search](#)  
[Smart Search](#)

#### A Deep Menu

[Getting Started](#)  
[Using Joomla!](#)

## Screenshot: Feedjit Module on front-end

Don't forget to change your Default editor back.

## How to secure Joomla! ?

10 Best Practice to Secure Joomla! -

<http://chandan.pro/index.php/cms/joomla/87-secure-joomla>



## Resource

This book was just a guideline for you ☺. I hope you enjoyed reading my book. Here are some website you might like to visit:

**Magazine** - <http://magazine.joomla.org/>

**Community** - <http://community.joomla.org/>

**Documentation** - <http://docs.joomla.org/>

**Joomla! Article** - <http://chandan.pro/index.php/cms/joomla>

# Thank You!

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## **References**

<sup>1</sup> <http://www.joomla.org/about-joomla.html>

<sup>2</sup> <http://www.joomla.org/3/en>

<sup>3</sup> <http://www.joomla.org/3/en>

<sup>4</sup> <http://www.joomla.org/technical-requirements.html>

<sup>5</sup> <http://docs.joomla.org/Administrators>

<sup>6</sup> [http://docs.joomla.org/Help25:Content\\_Article\\_Manager](http://docs.joomla.org/Help25:Content_Article_Manager)

<sup>7</sup> [http://docs.joomla.org/Help25:Content\\_Article\\_Manager\\_Options](http://docs.joomla.org/Help25:Content_Article_Manager_Options)

<sup>8</sup> <http://docs.joomla.org/Component>

<sup>9</sup> [http://docs.joomla.org/Help16:Components\\_Weblinks\\_Links](http://docs.joomla.org/Help16:Components_Weblinks_Links)

<sup>10</sup> [http://docs.joomla.org/Help25:Extensions\\_Module\\_Manager](http://docs.joomla.org/Help25:Extensions_Module_Manager)