How to Create a New Page in WordPress

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1. Click on Pages in the WordPress sidebar.

2. On your list of pages, click on the Add New button at the top.

3. Enter a title for your page.

4. Add your content in the content area.

   Note: If you would like content similar to another page on your website, you may copy the content from that page, paste it into your new page, and then adjust it. Make sure you edit the page in WordPress, and then copy the content, rather than copying directly from a browser.

5. In the Placement in Navigation section in the right sidebar, use the Move page button to choose what section of your website this page will reside in. Drag your untitled page to the section you would like it to reside in and then choose the Update Location button at the top.

6. Choose the Publish button when you are finished.

   Note: When you click on the Publish button, your page will publish immediately to your site. If you would like your page to publish on a certain date and time, click the Edit link next to Publish immediately (located just above the Publish button). You can specify a date and time for your page to publish in this area.