Documentation:Radix Multipurpose WordPress Theme

Install **Radix Multipurpose** WordPress Theme within a few minutes.

Radix Multipurpose is a multipurpose business & Consulting wordpress Theme. it's perfect for any business, corporate, consulting & agency websites, blog, portfolio.

Required plugins:-

1. Radix helper(https://wordpress.org/plugins/radix-helper/) **(install and active after theme installation**)
2. Contact Form 7(https://wordpress.org/plugins/contact-form-7/)
3. Newsletter(https://wordpress.org/plugins/newsletter/)

Radix Multipurpose documentation: How to start?

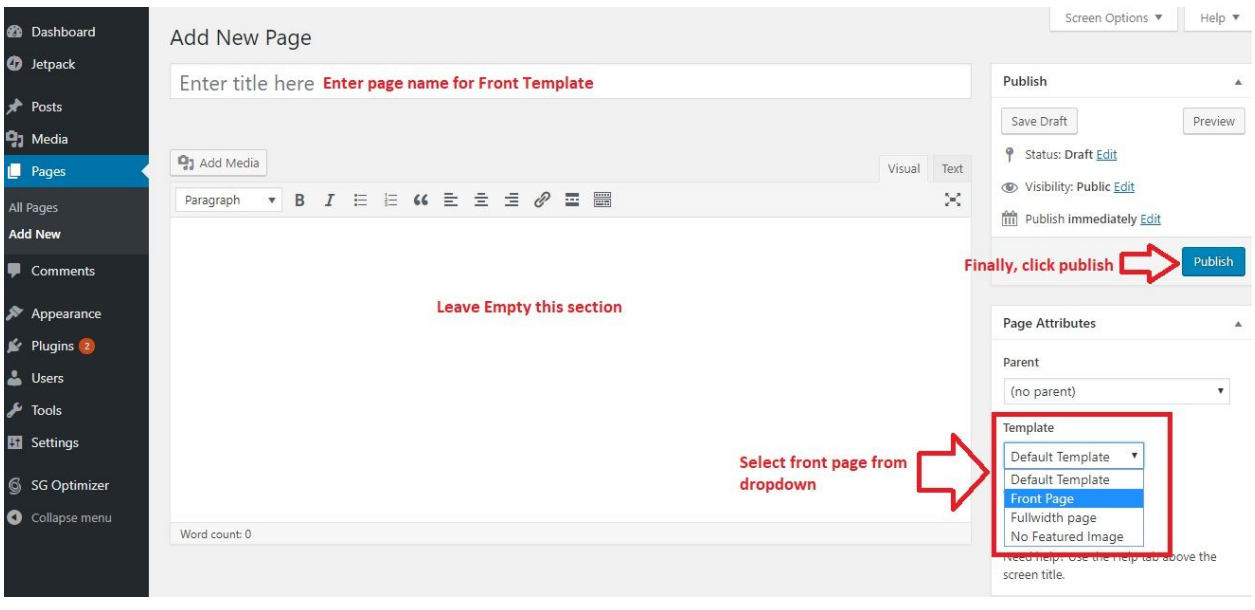
This documentation will show you step by step how to complete the basic configuration of **Radix Multipurpose.**It is important that you follow these steps carefully because some steps build up on each other and that will help you a great deal to set up your website properly:

1. **How to set up a static front page in WordPress?**
2. **How to upload, install and activate Radix Multipurpose?**
3. **What is page and how to create it?**
4. **What is category and how to create it?**
5. **How to create menus?**
6. **How & where to place widgets on your website?**
7. **How to create posts?**
8. **How to add logo, header image and site title/tagline?**
9. **How to adjust options & layout?**
10. **How to add google map in contact section?**

1 – How to set up a static front page in WordPress?

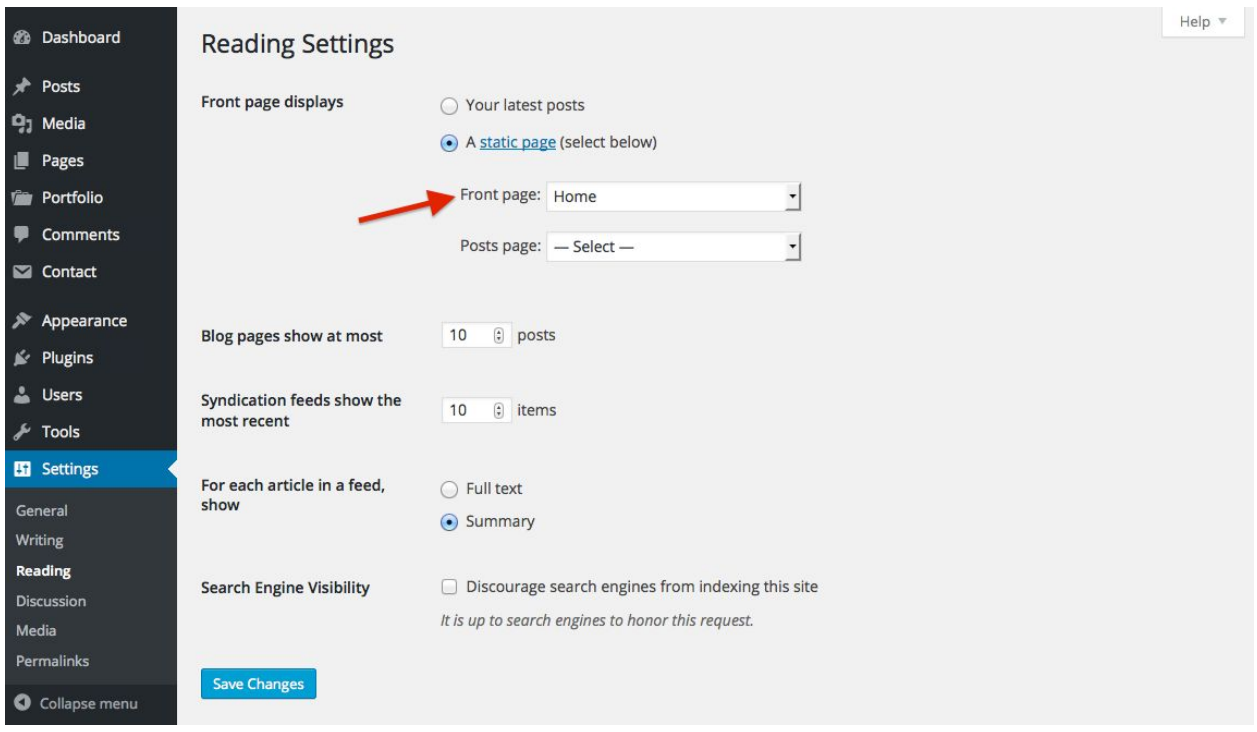
In order to create a **Radix Multipurpose** like front page like shown in the theme demos for **Radix Multipurpose,**

- First to create new page named Home(or else) .
- Select Homepage template for your just newly created page under Page Attributes on the right side.
- Finally, publish this page.



- Second, go to **Settings => Reading** in your WordPress dashboard.
- Select A static page and select your just created new page Home as *Front page*.

Note:- Don't forget to save your changes



2 – How to upload, install and activate Radix Multipurpose?

From WordPress Dashboard

- Login to Wordpress admin panel
- Go to **> Appearance > Themes**
- Click in **add New >Upload radix-multipurpose.zip file > Install Now**
- **Activate the theme**

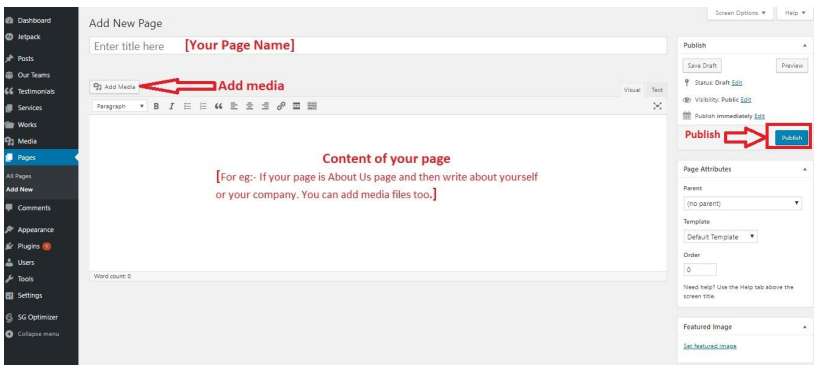
After installing the theme, now you can customize your website as per your preference.

3 –What is page and how to create it?

Pages are static and are not listed by date. Pages do not use tags or categories. An about page is the classic example. Pages can be displayed in the sidebar using the Pages widget, and some themes display pages in the navigation at the top of the site.

-To create page

- Go to dashboard
- Click in **Pages > Add New > Follow instructions as below**



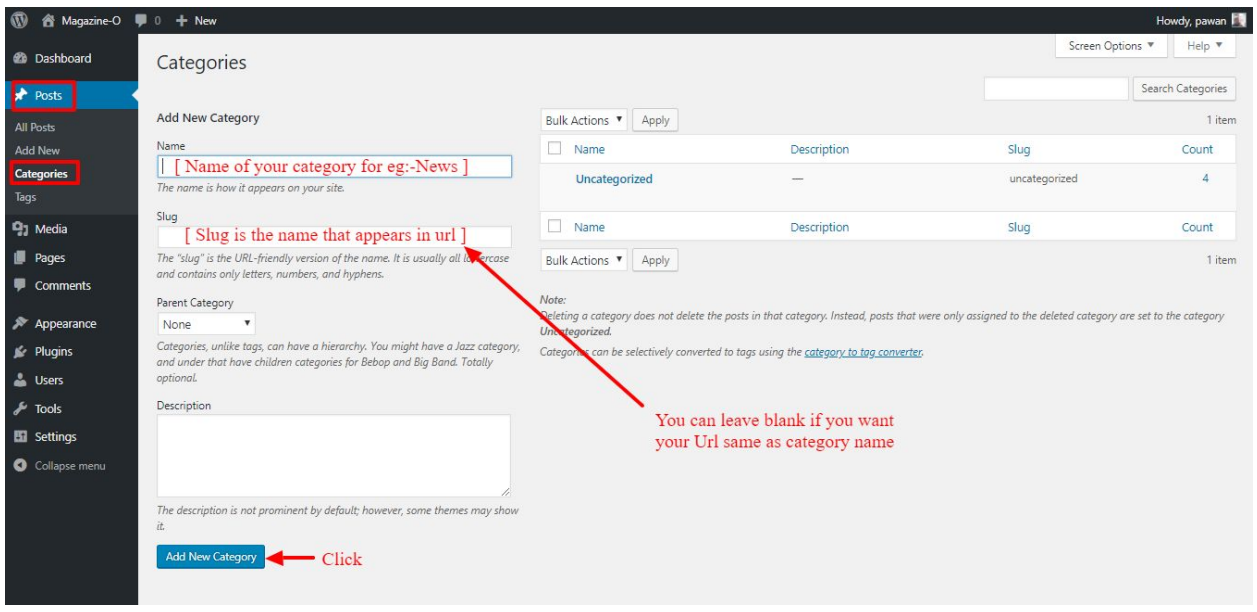
- After adding all content, you can publish your page and create necessary pages by same method.

4 – What is category and how to create it?

Categories provide a helpful way to group related posts together, and to quickly tell readers what a post is about. Categories also make it easier for people to find your content. Categories are similar to, put broader than,tags.

How to create categories

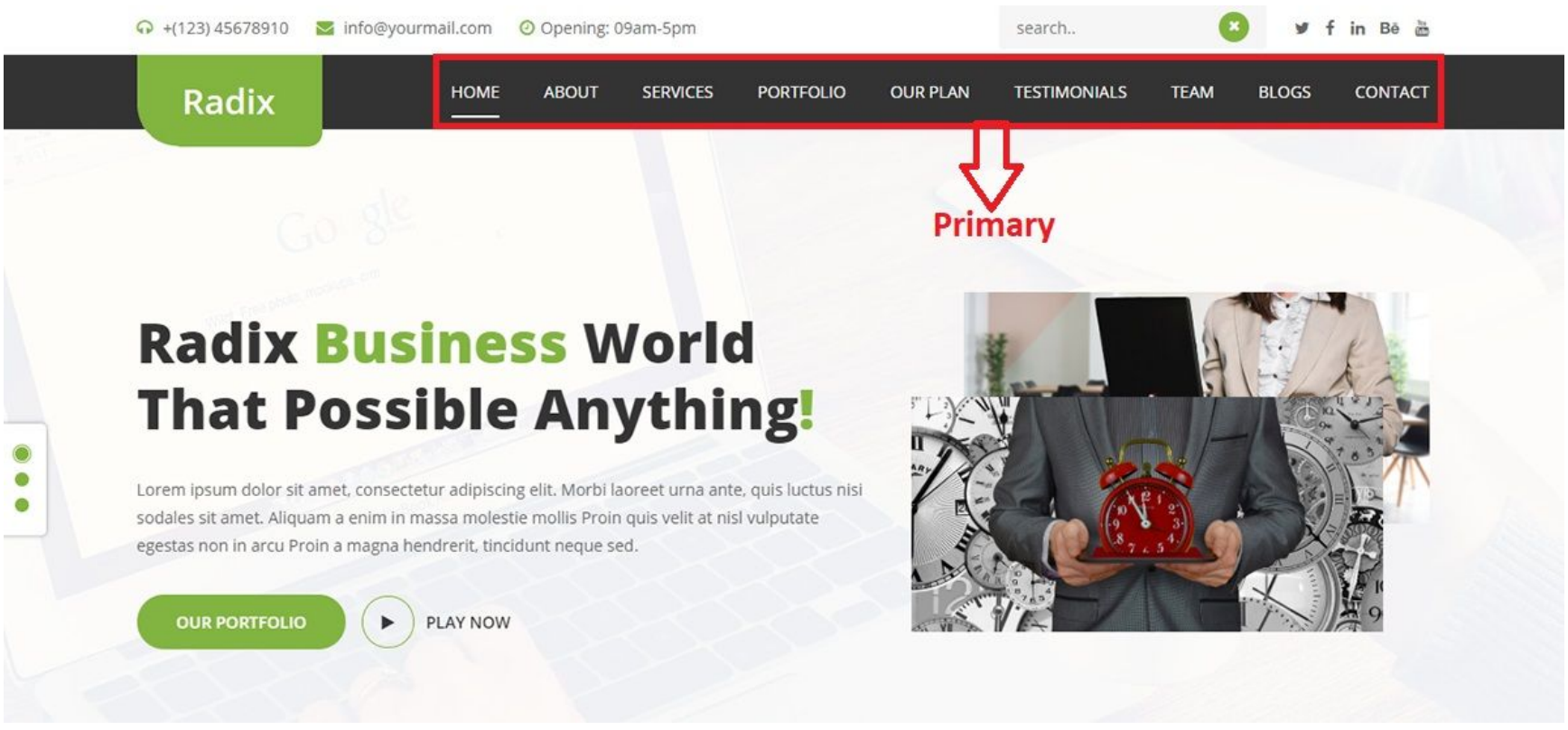
- Go to dashboard
- Click in **Posts > Categories**



- You can put your own slug too, most of the time it is left blank which means name of the category itself will be its slug.
- [For eg. yoursite.com/category/category_name]
- You can put description if you want.
- Now after adding category, your category will appear in right side of the post page.
- You can add more categories in same manner.

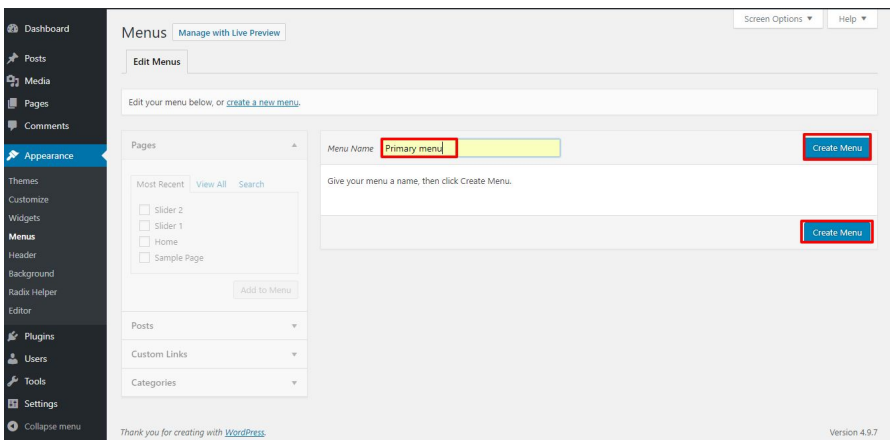
5 – How to create menus?

This theme comes with only one menu locations.**Primary**



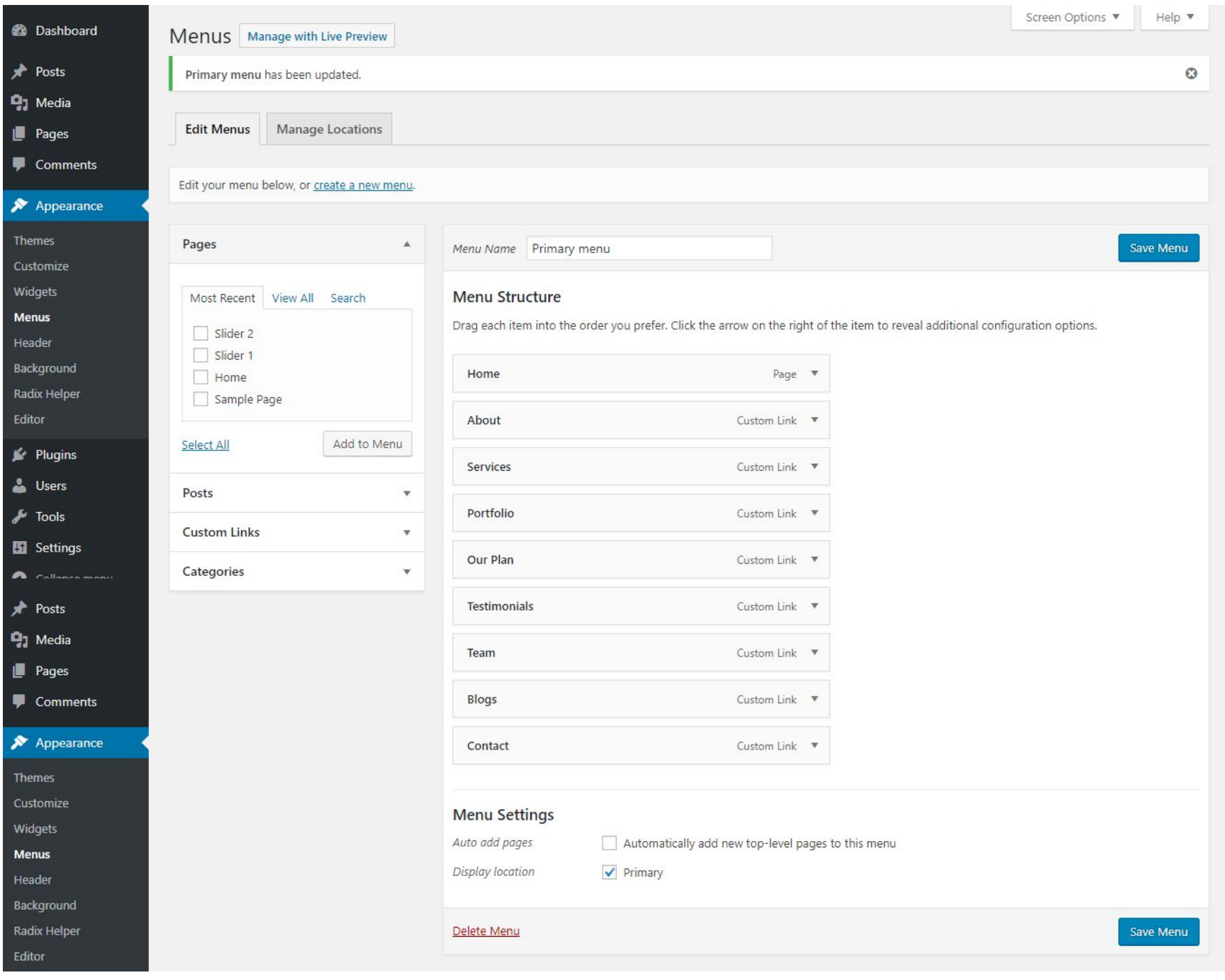
You can create menus in **two ways**.

- **Appearance=>Customize=>Menus=>Create New Menu**
- **Appearance => Menus(**We RECOMMENDED this Option for creating menus.**)**



- Create **New Menu** [You need to create only one menu]

- Give name of the menu[For eg. Primary Menu] > **Create Menu**



- Now add menus from dashboard left side. Required Custom Links to be menu.
    - Menu Custom Link
        1. For **About**:- #about
        2. For **Services**:- #services
        3. For **Portfolio**:- #portfolio
        4. For **Our Plan**:- #pricing-plan
        5. For **Testimonials**:-#testimonials
        6. For **Team**:- #team
        7. For **Blogs**:- #blogs
        8. For **Contact**:- #contact-us

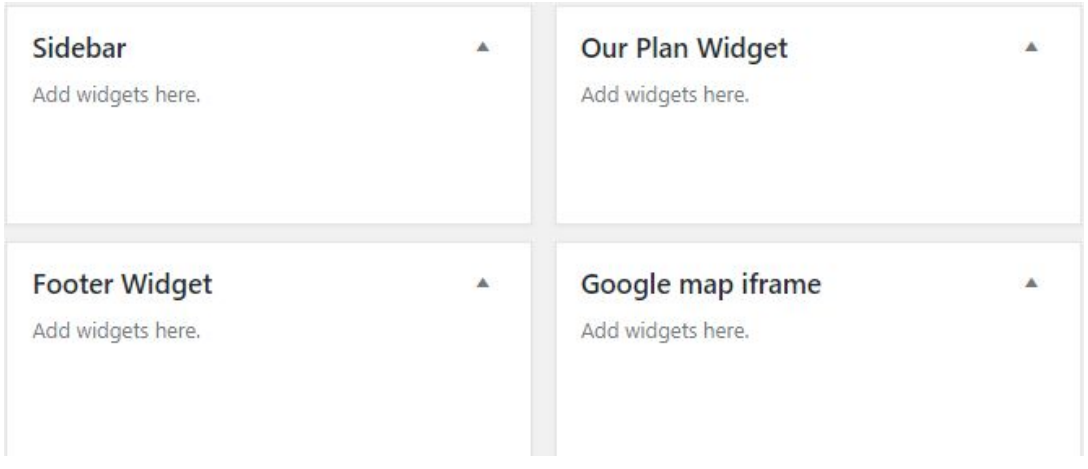
- Click in Add to Menu button.
- Select your menu is Primary.

6 - How & where to place widgets on your website?

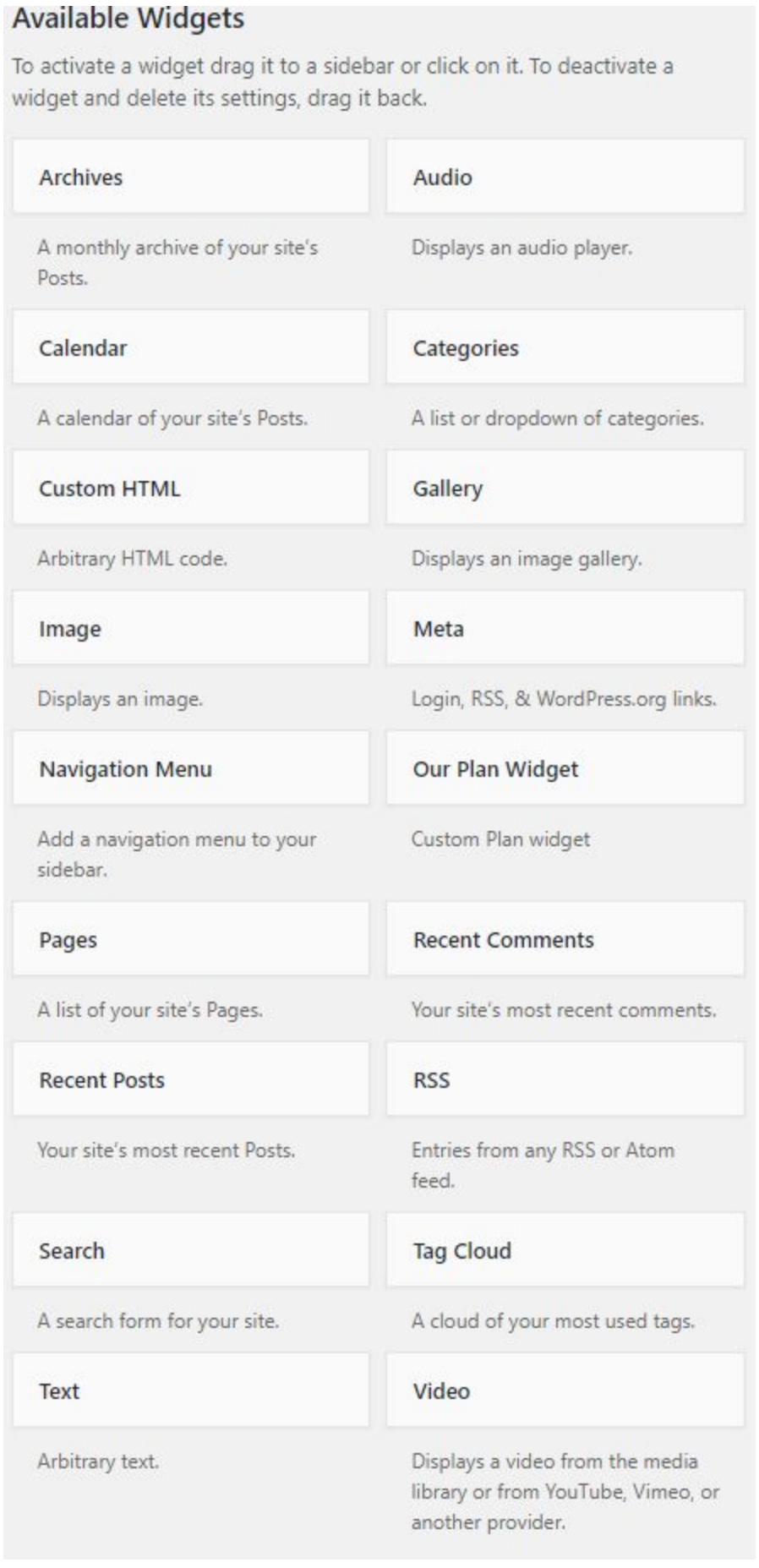
In this important step, we will show you where and how to place widgets. You can place widgets either through two ways:-

- **Appearance => Widgets(**We RECOMMENDED this Option for widget add in widget area.**)**
- **Appearance => Customize => Widgets**

Note:- Widgets can be placed simply via drag and drop, so just pull your favored widget to the widget area you like.



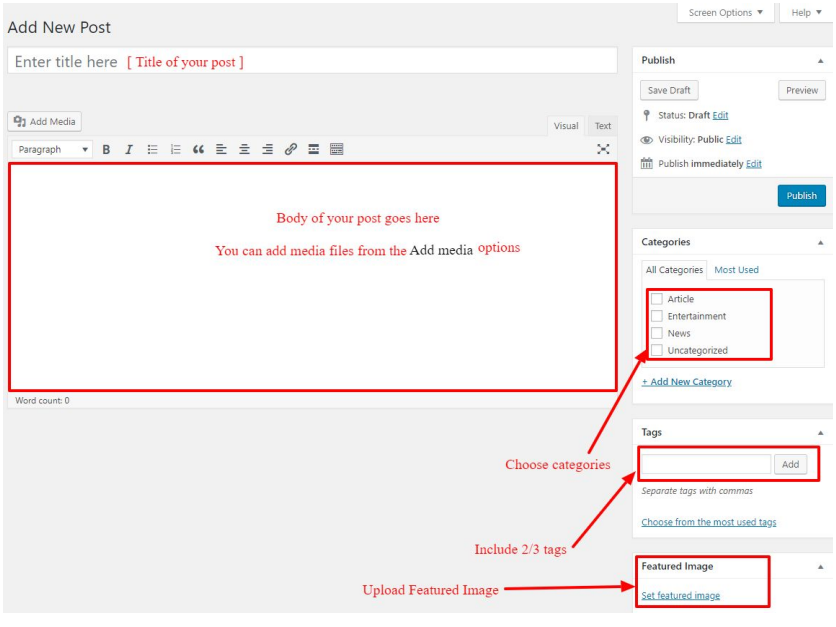
Here you can see the **Available widgets** areas of **Radix Multipurpose** WordPress Theme.



7 - How to create posts?

Now after all set, you can start writing your post. Follow these steps

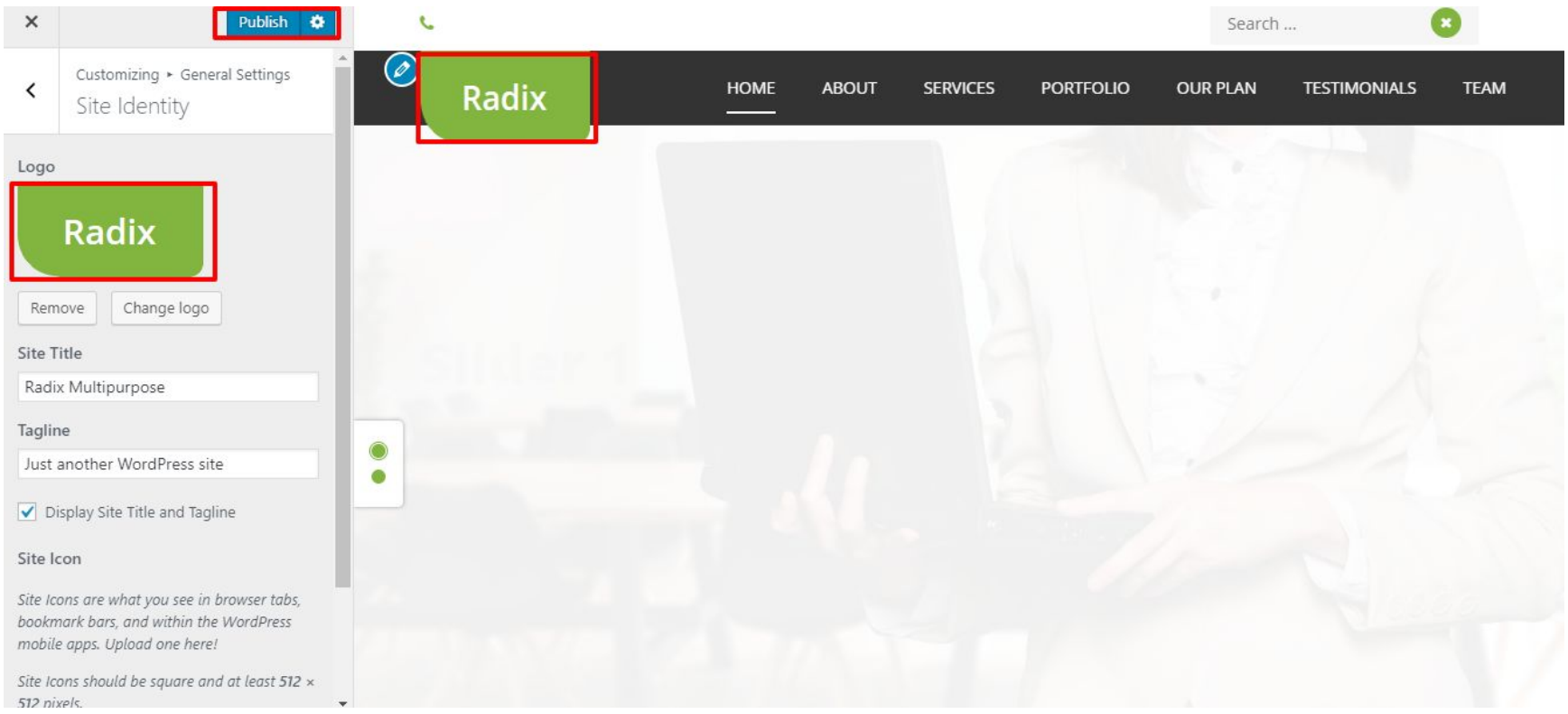
- Go to dashboard **> Posts > Add New**
- Finally, click in publish Button. You can preview your post before actually publish it just make sure everything is ok. If you have not completed writing your post then you can save it as draft.



- Finally, click in publish Button. You can preview your post before actually publish it just make sure everything is ok. If you have not completed writing your post then you can save it as draft.

8- How to add logo, header image and site title/tagline?

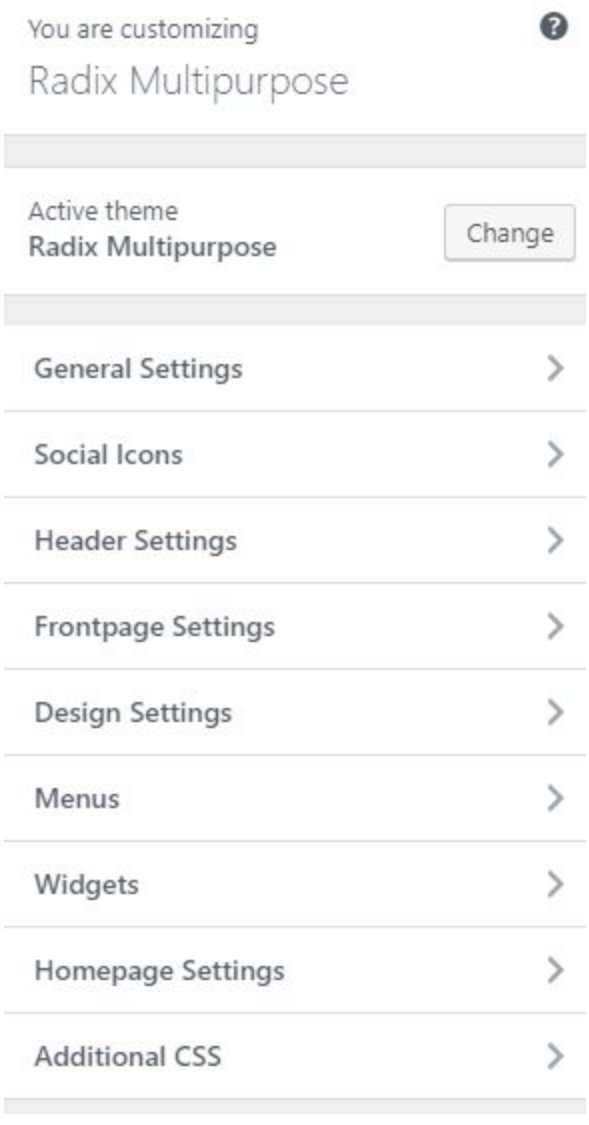
With **Radix Multipurpose,**you may customize your header in many different ways. To upload a full-width header image, go to **Appearance => Customize =>Header Settings = > Header Image** in your WordPress dashboard. To upload a logo and display/hide the site title and tagline, you can navigate to **Appearance => Customize => General Settings => Site Identity** and apply your changes based on your personal.



9- How to adjust options & layout?

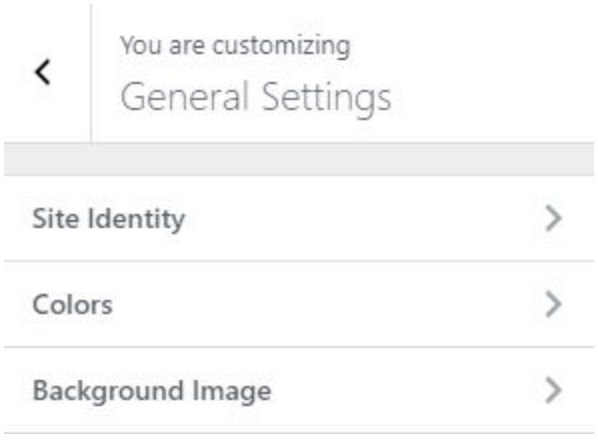
After you have carefully followed the previous steps, you have successfully completed the basic configuration of the theme. You can now further customize and manage the appearance of your website via the extensive options panel of **Radix Multipurpose**.

Please navigate to **Appearance => Customize** in your WordPress Dashboard to see the **General Settings,Social Icons,Header Settings, Frontpage Settings, Design Settings** panel within the WordPress customizer.



9.1 - General Settings

In **General Settings**, we have following sections:-



To Setting this options, follow these steps:-

- Go to **Dashboard, Appearance => Customize => General Settings**
- Open each section and start to set content and filled up fields as per your requirement.

9.1.1 Site Identity

Go to **8- How to add logo, header image and site title/tagline?**

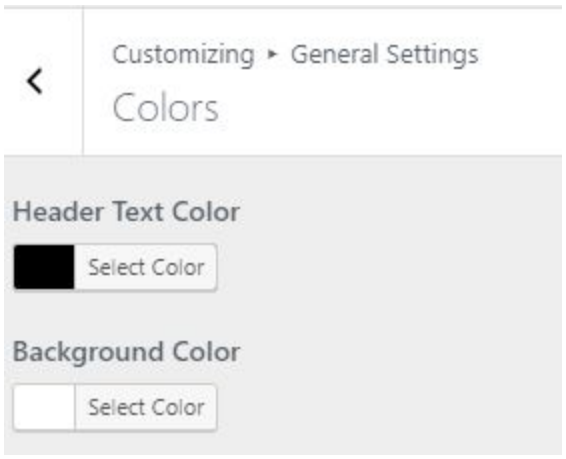
9.1.2 Colors

This theme gives you only two color options.

- Header Text Color
- Background Color

To setting colors of theme, Go to Dashboard

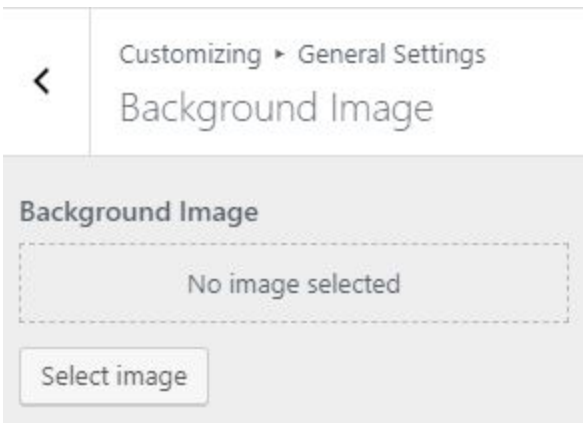
- **Appearance => Customize => General Settings => Colors**



9.1.3 Background Image

To Setting background image of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => General Settings => Background Image**

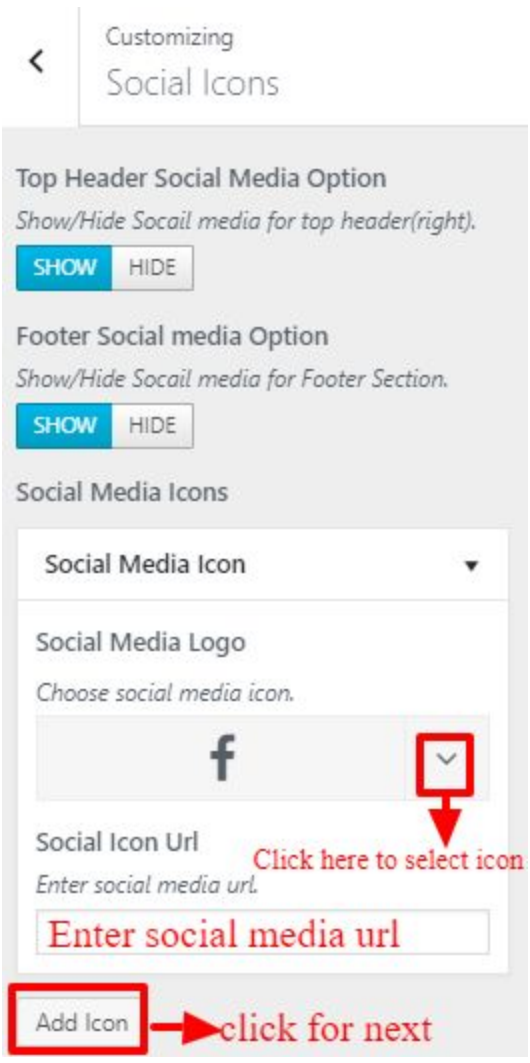


- Finally, click on publish button.

9.2 Social Icons

To Setting Social Icons of theme. Follow these steps:-

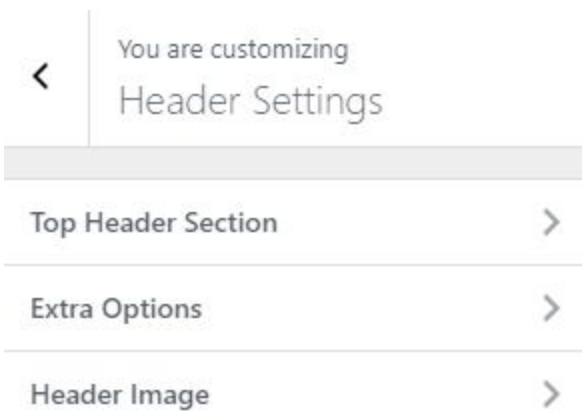
- Go to **Dashboard , Appearance => Customize => Social Icons**



- Finally, click on publish button.

9.3 - Header Settings

In **Header Settings**, we have following sections:-



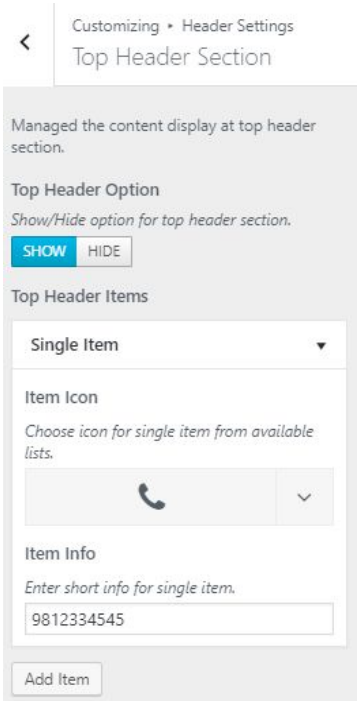
To Setting this options, follow these steps:-

- Go to **Dashboard, Appearance => Customize => Header Settings**
- Open each section and start to set content and filled up fields as per your requirement.

9.3.1 Top Header Section

To Setting Top Header left items of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Header Settings => Top Header Section**

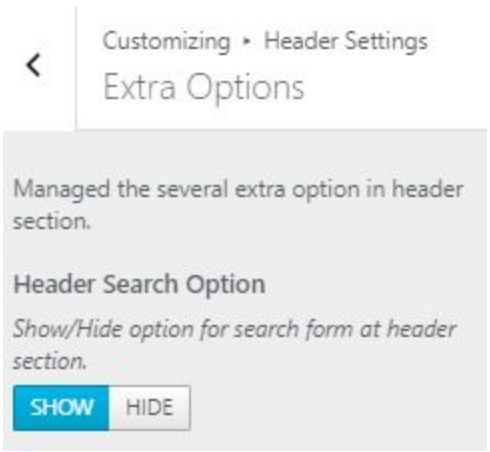


- Finally, click on publish button.

9.3.2 Extra Options

To Setting Header Extra options of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Header Settings => Extra options**



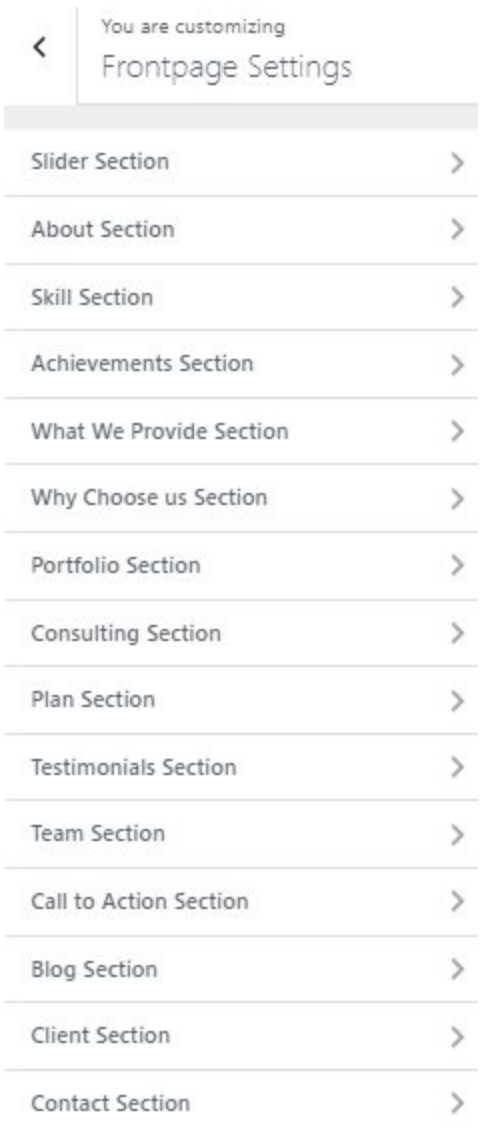
- Finally, click on publish button.

9.3.3 Header Image

Got to **8- How to add logo, header image and site title/tagline?**

9.4 - Frontpage Settings

In **Frontpage Settings**, we have following sections:-



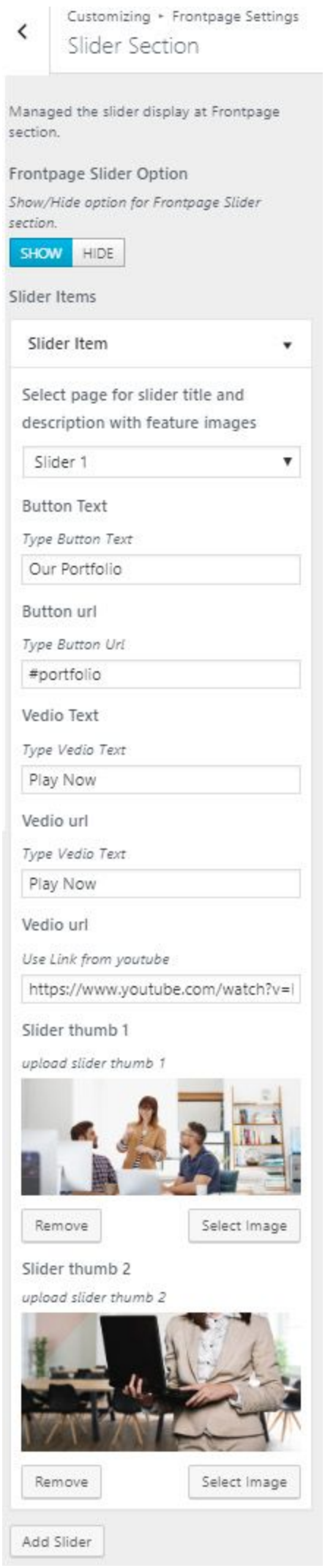
To Setting this options, follow these steps:-

- Go to **Dashboard, Appearance => Customize => Frontpage Settings**
- Open each section and start to set content and filled up fields as per your requirement.

9.4.1 Slider Section

To Setting Frontpage slider section of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Frontpage Settings => Slider Section**

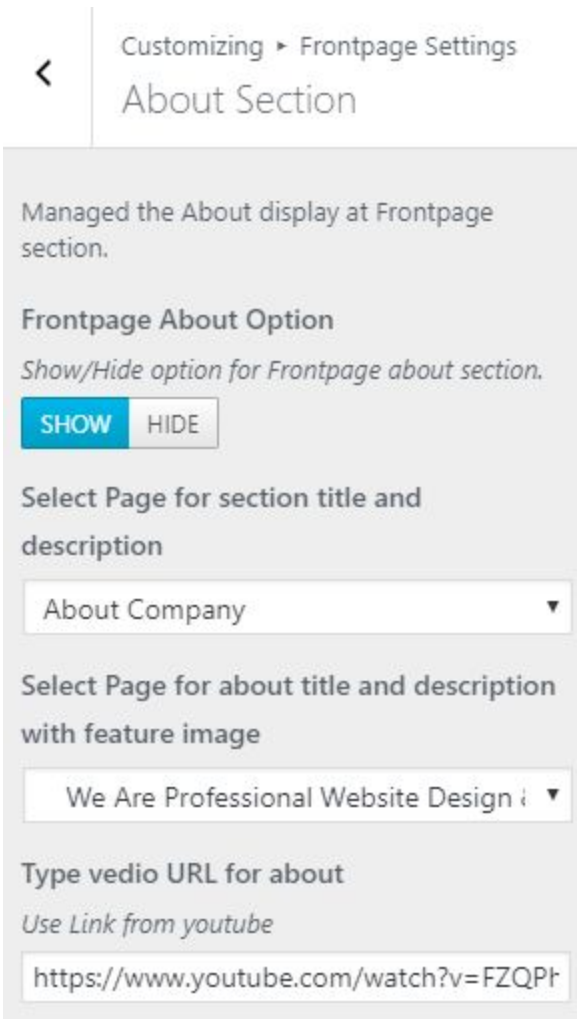


- Finally, click on publish button.

9.4.2 About Section

To Setting Frontpage About section of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Frontpage Settings => About Section**

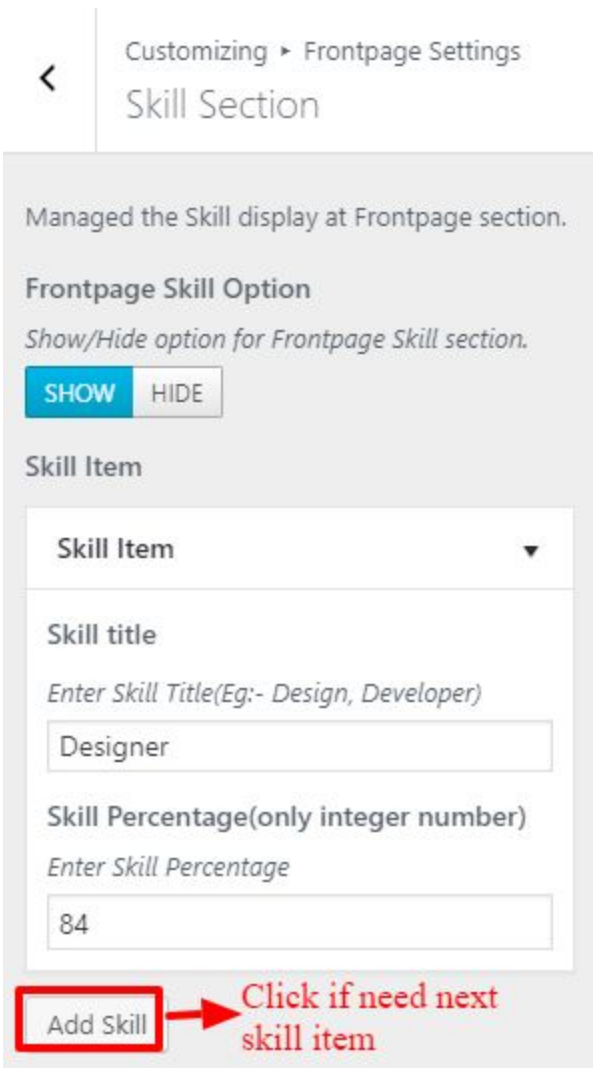


- Finally, click on publish button.

9.4.3 Skill Section

To Setting Frontpage Skill section of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Frontpage Settings => Skill Section**

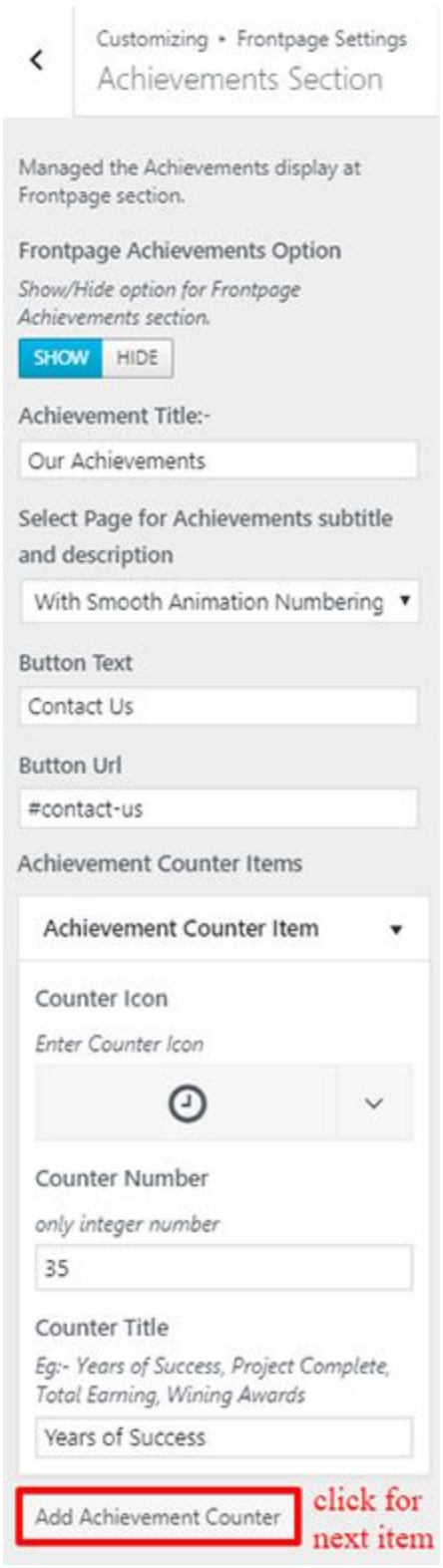


- Finally, click on publish button.

9.4.4 Achievements Section

To Setting Frontpage Achievements section of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Frontpage Settings => Achievements Section**

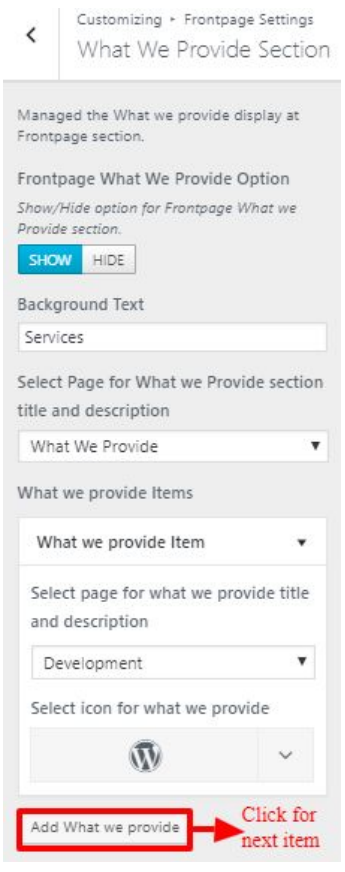


- Finally, click on publish button.

9.4.5 What We Provide Section

To Setting Frontpage What We Provide section of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Frontpage Settings => What we provide Section**

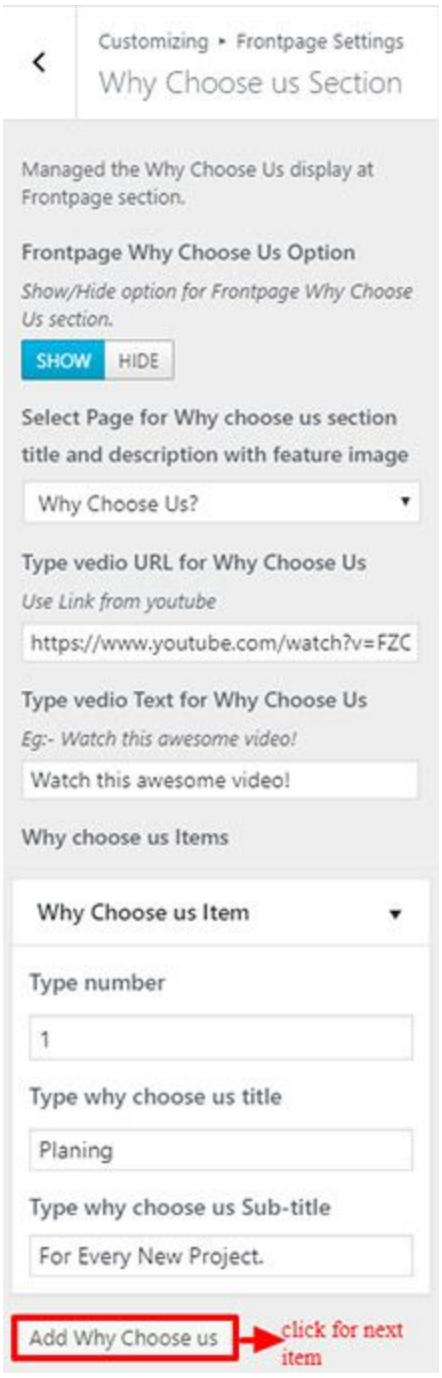


- Finally, click on publish button.

9.4.6 Why Choose Us Section

To Setting Frontpage Why Choose Us section of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Frontpage Settings => Why Choose Us Section**

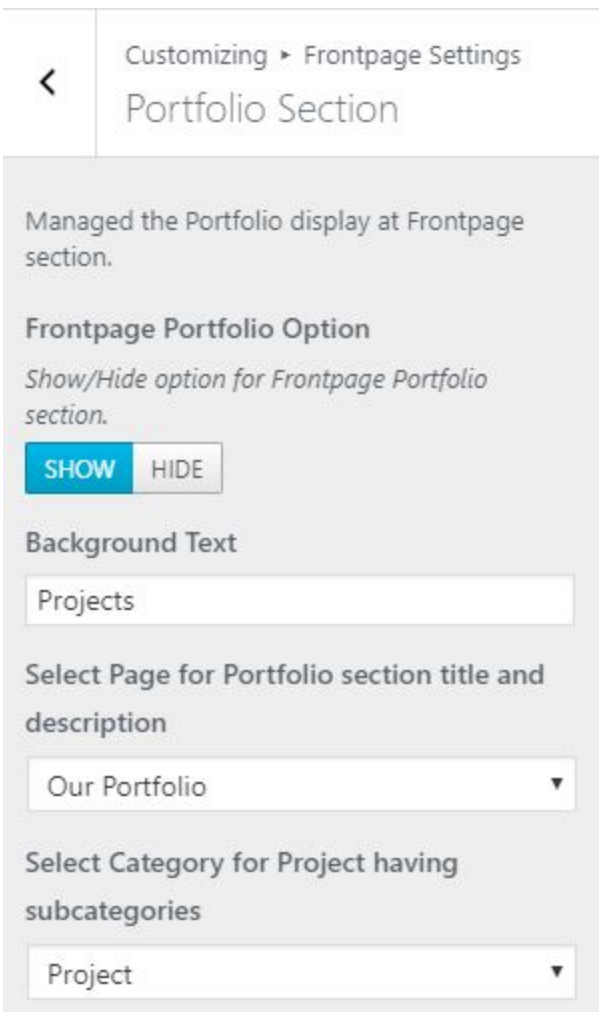


- Finally, click on publish button.

9.4.7 Portfolio Section

To Setting Frontpage Portfolio section of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Frontpage Settings => Portfolio Section**

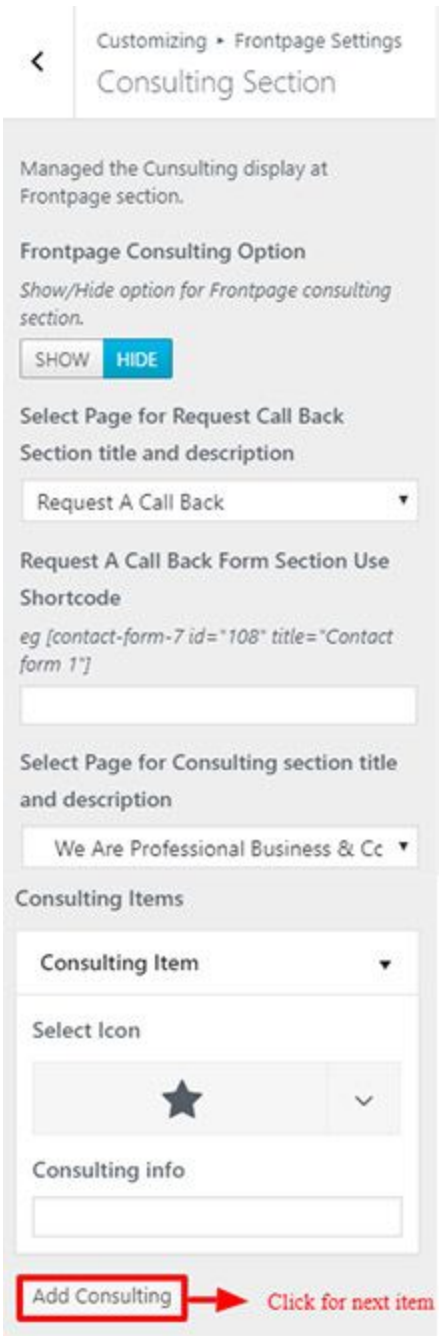


- Finally, click on publish button.

9.4.8 Consulting Section

To Setting Frontpage Consulting section of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Frontpage Settings => Consulting Section**

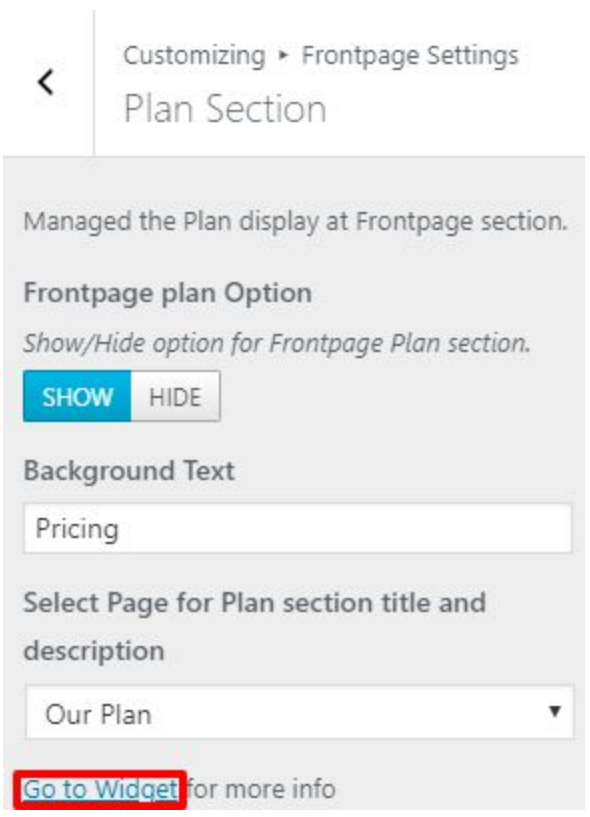


- Finally, click on publish button.

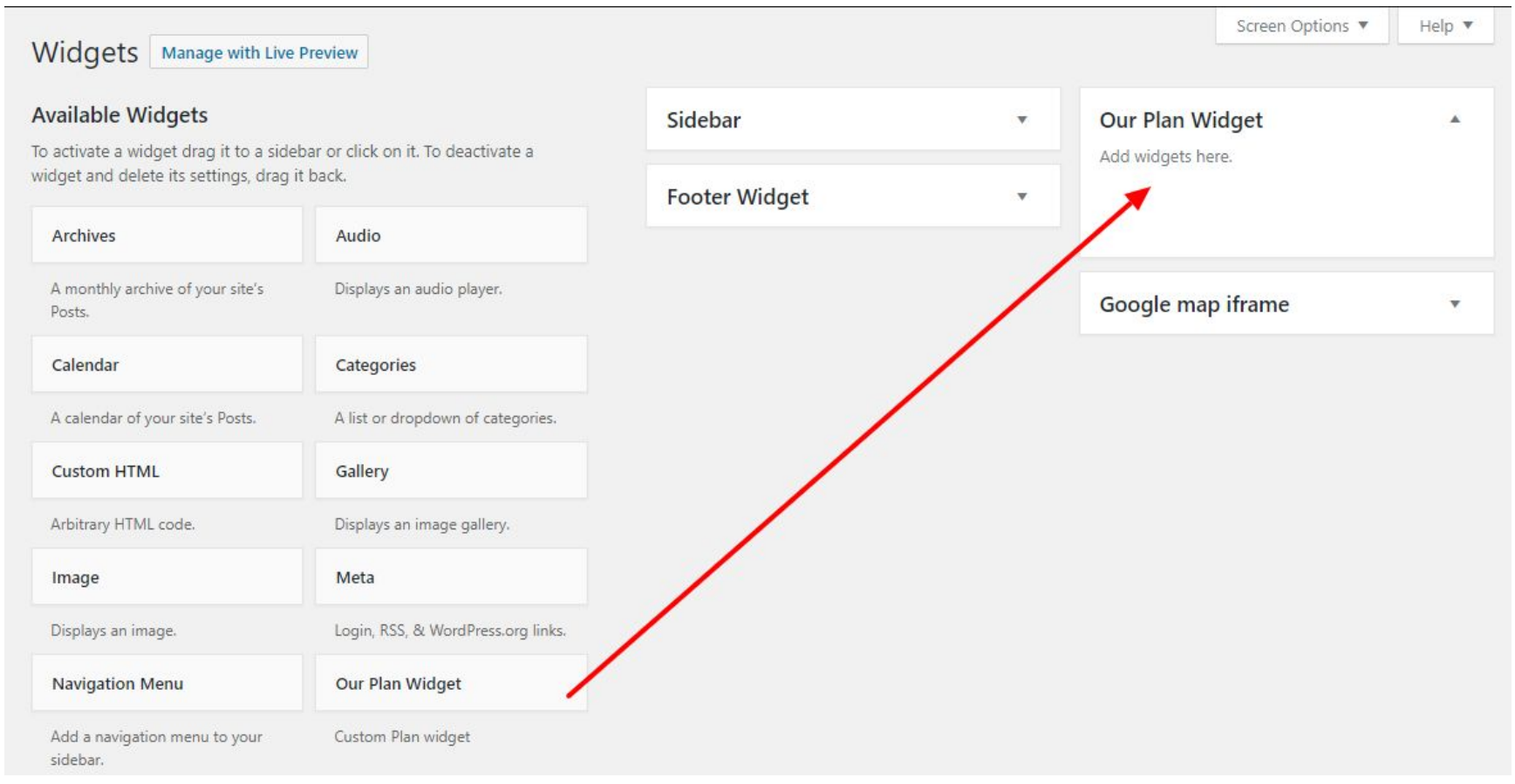
9.4.9 Plan Section

To Setting Frontpage Plan section of theme. Follow these steps:-

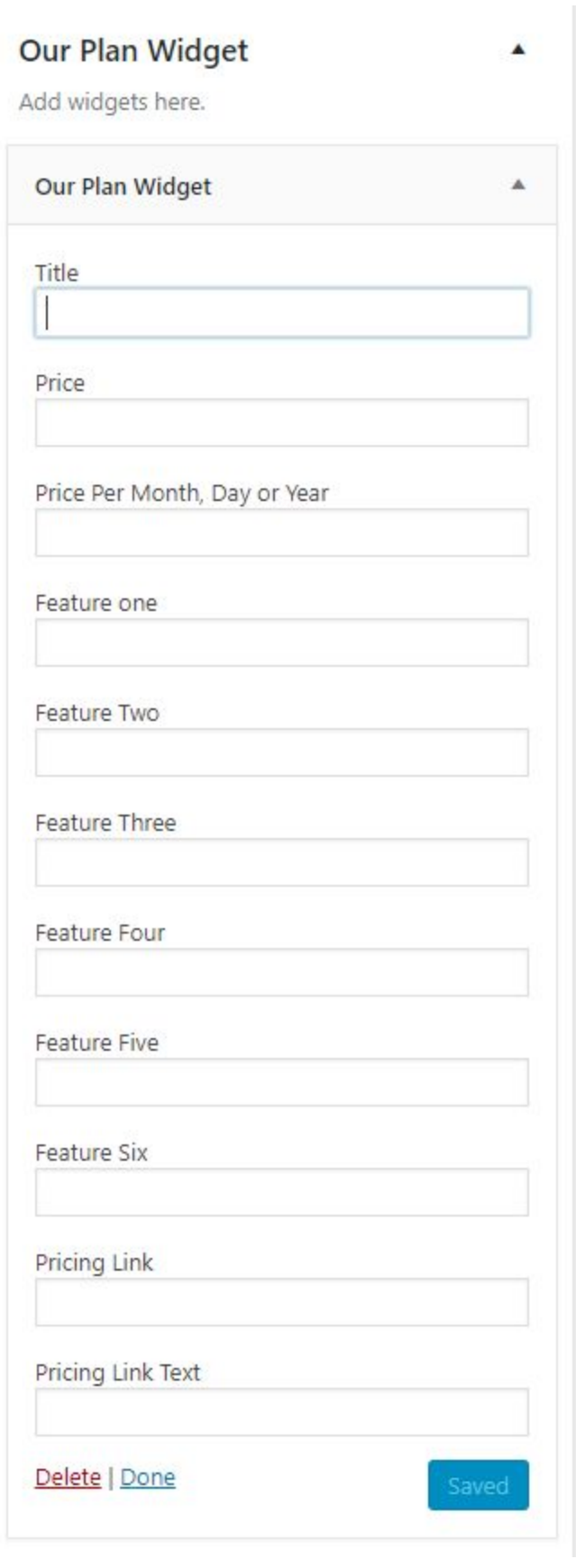
- Go to **Dashboard , Appearance => Customize => Frontpage Settings => Plan Section**



- **Go to Widget** by clicking **Go to widget** link
- After that add **Our Plan Widget** to Our Plan widget Area



- After that, fill the field of our plan widget form.

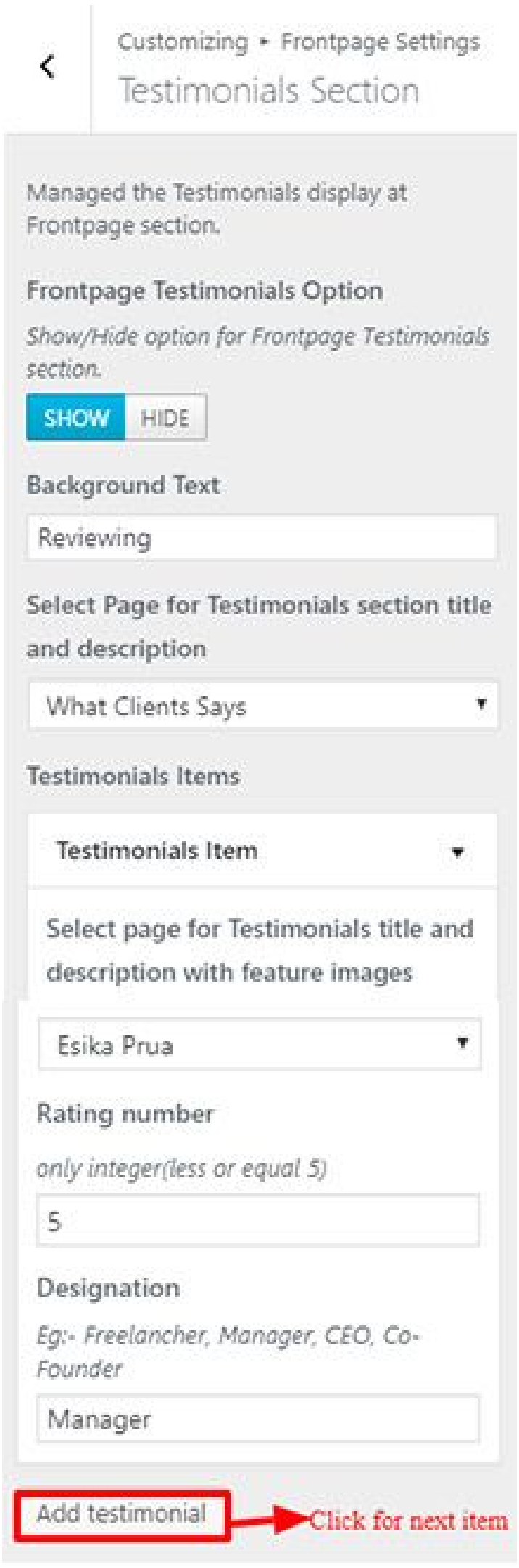


- Finally, click on save button.

9.4.10 Testimonials Section

To Setting Frontpage Testimonials section of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Frontpage Settings => Testimonials Section**

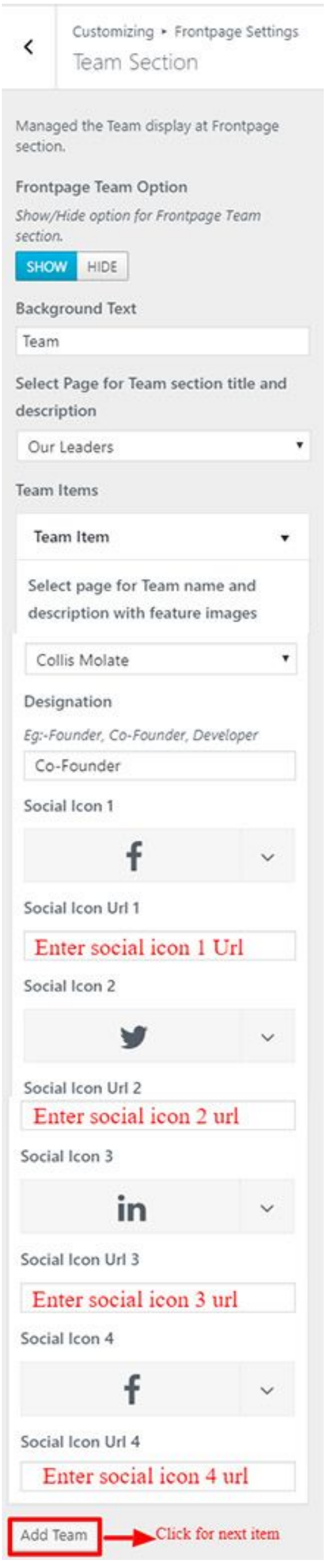


- Finally, click on publish button.

9.4.11 Team Section

To Setting Frontpage Team section of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Frontpage Settings => Team Section**

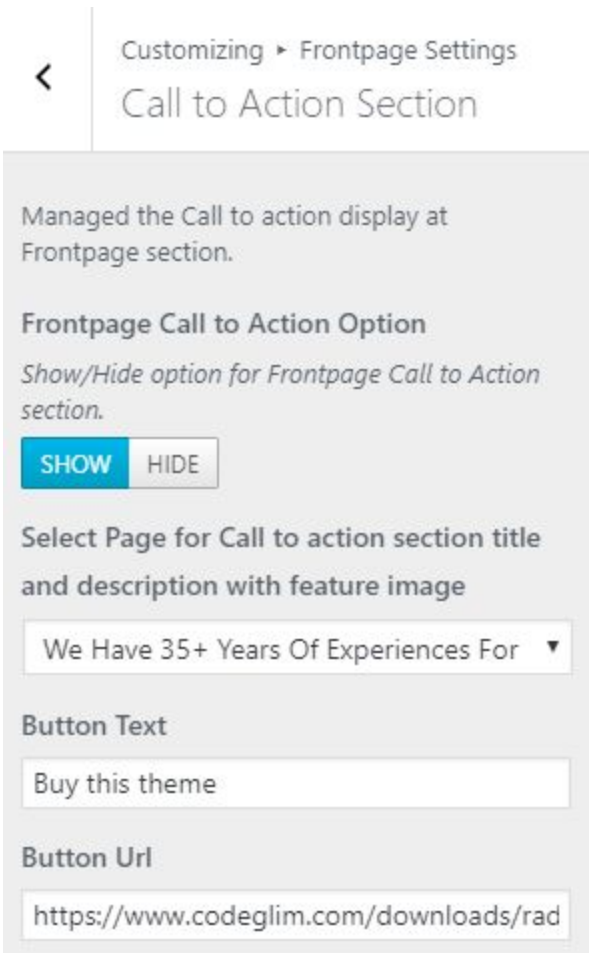


- Finally, click on publish button.

9.4.12 Call to Action Section

To Setting Frontpage Call to Action section of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Frontpage Settings => Call to Action Section**

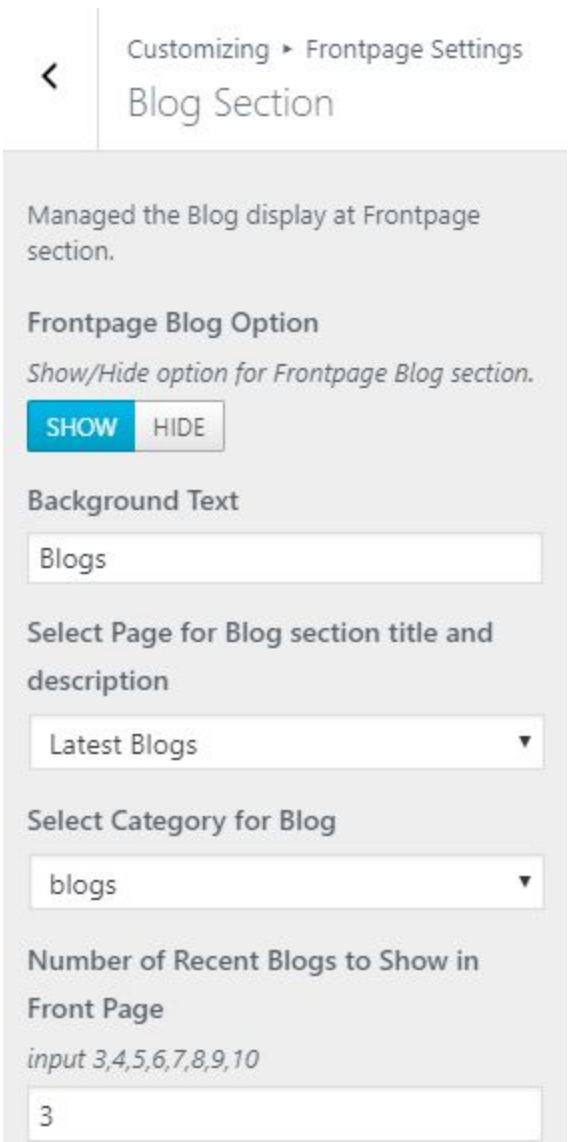


- Finally, click on publish button.

9.4.13 Blog Section

To Setting Frontpage Blog section of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Frontpage Settings => Blog Section**

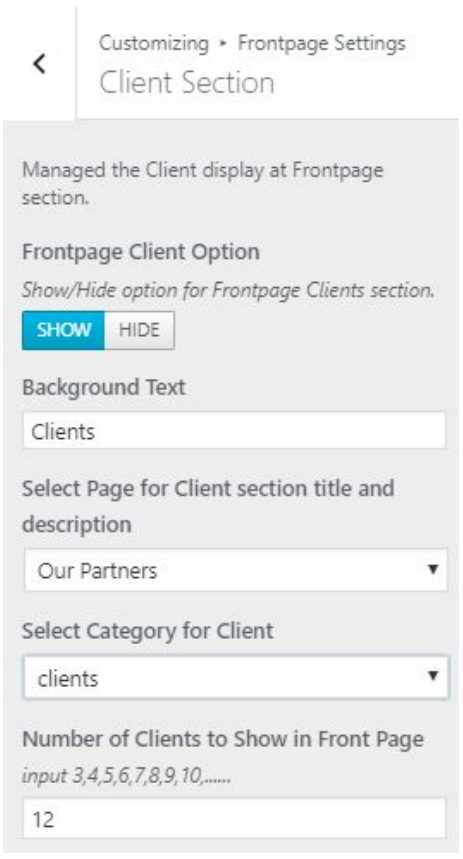


- Finally, click on publish button.

9.4.14 Client Section

To Setting Frontpage Client section of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Frontpage Settings => Client Section**

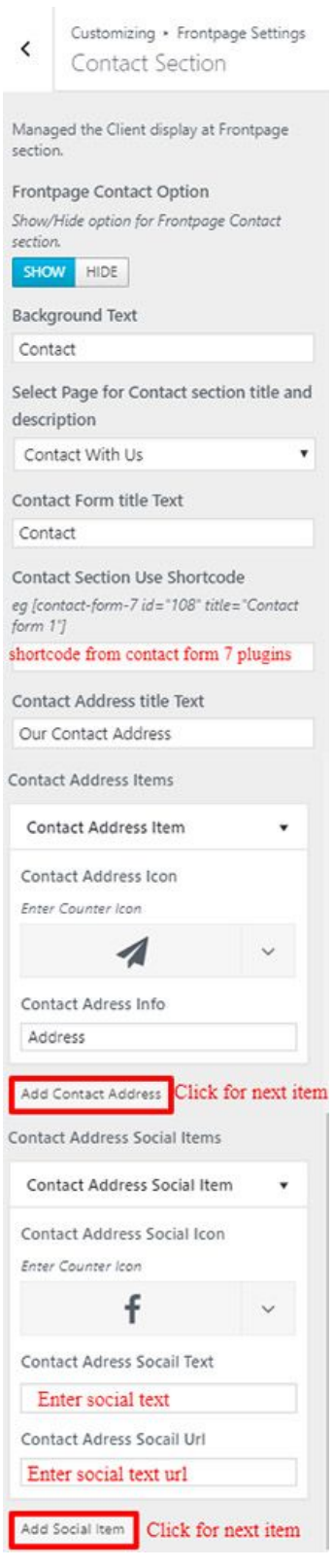


- Finally, click on publish button.

9.4.15 Contact Section

To Setting Frontpage Contact section of theme. Follow these steps:-

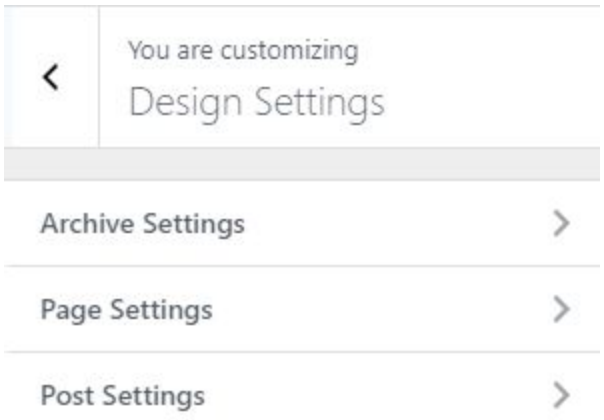
- Go to **Dashboard , Appearance => Customize => Frontpage Settings => Contact Section**



- Finally, click on publish button.

9.5- Design Settings

In **Design Settings**, we have following sections:-



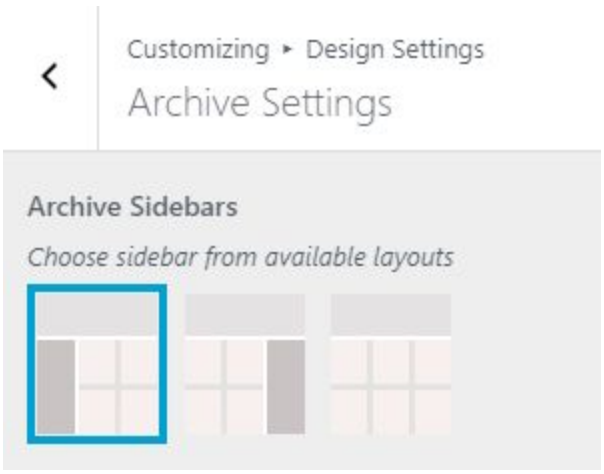
To Setting this options, follow these steps:-

- Go to **Dashboard, Appearance => Customize => Design Settings**
- Open each section and start to set content and filled up fields as per your requirement.

9.5.1 Archive Settings

To Setting Archive pages of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Design Settings => Archive Settings**

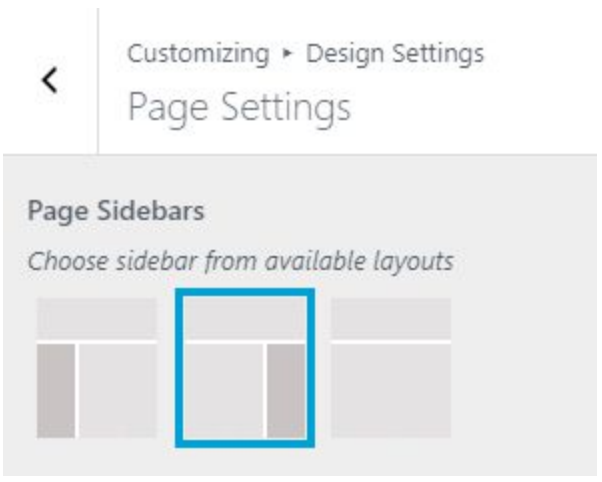


- Finally, click on publish button.

9.5.2 Page Settings

To Setting pages of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Design Settings => Page Settings**

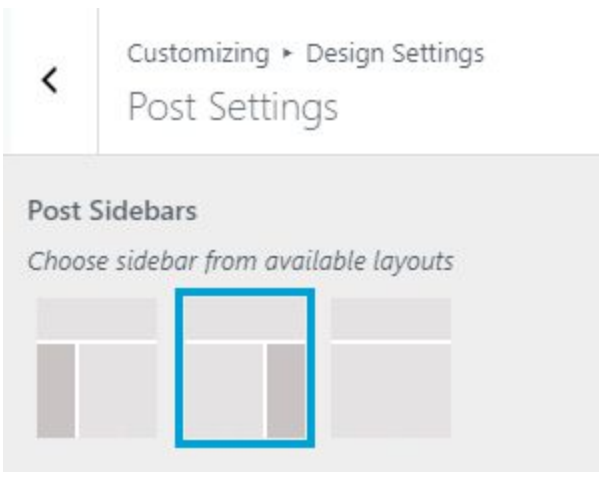


- Finally, click on publish button

9.5.3 Post Settings

To Setting post pages of theme. Follow these steps:-

- Go to **Dashboard , Appearance => Customize => Design Settings => Post Settings**



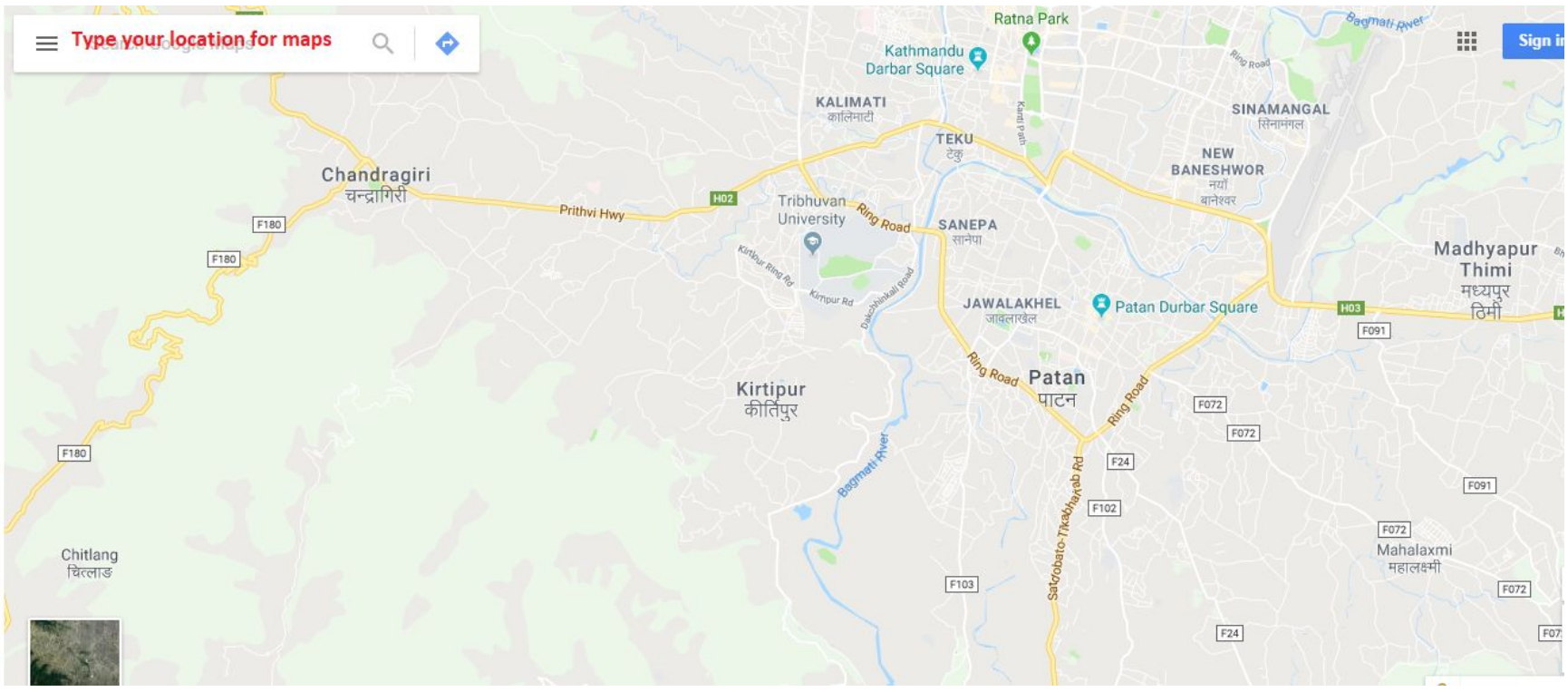
- Finally, click on publish button

10- How to add google map in contact section?

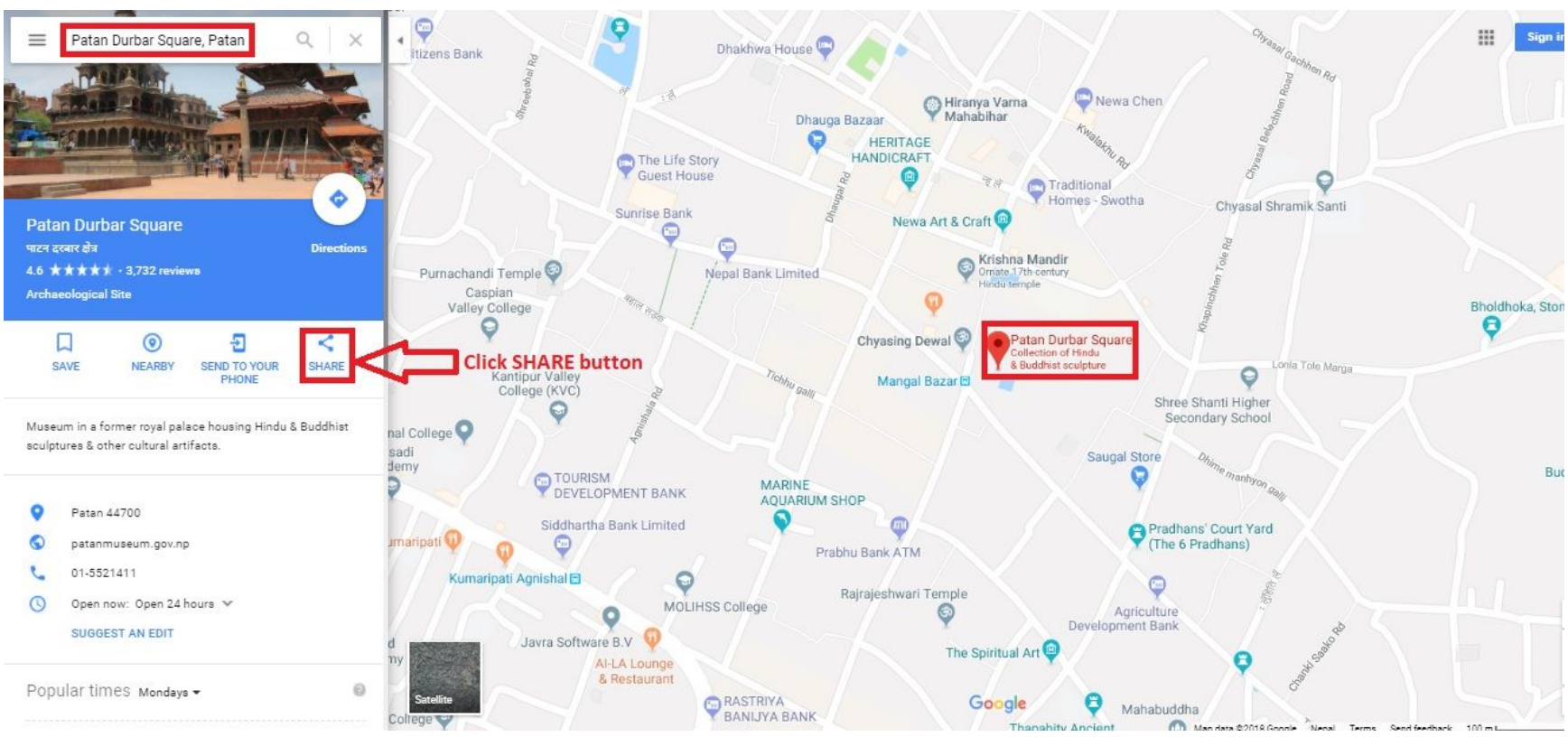
To add google map in contact section, Follow these steps:-

I. Go to https://www.google.com/maps.

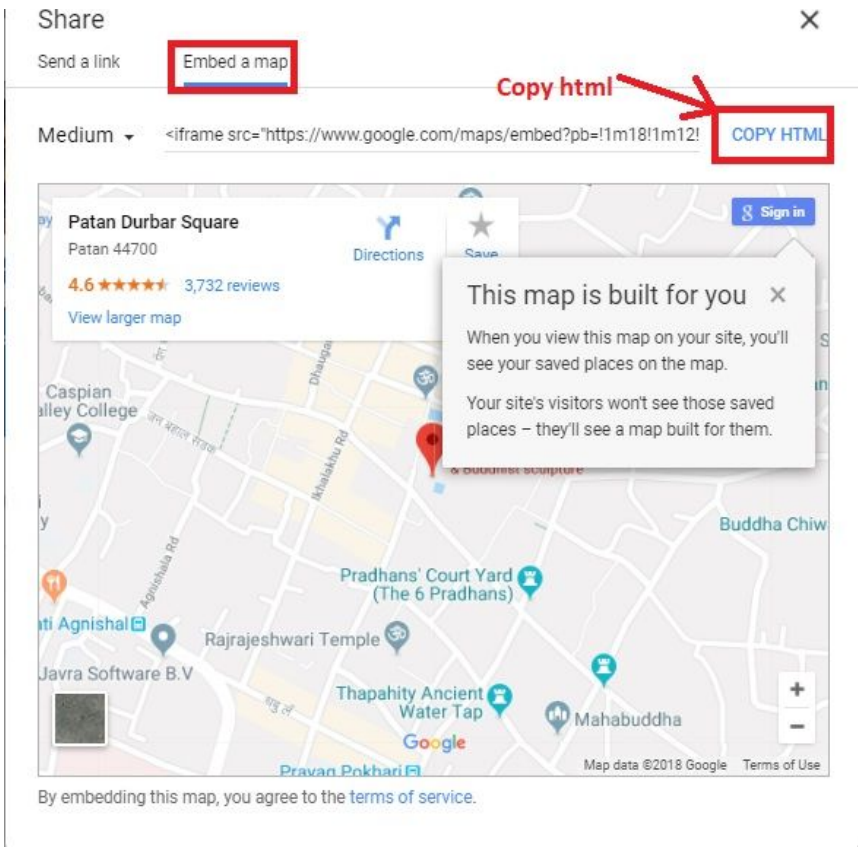
II. Type address on search bar



III. Click on **SHARE** button.

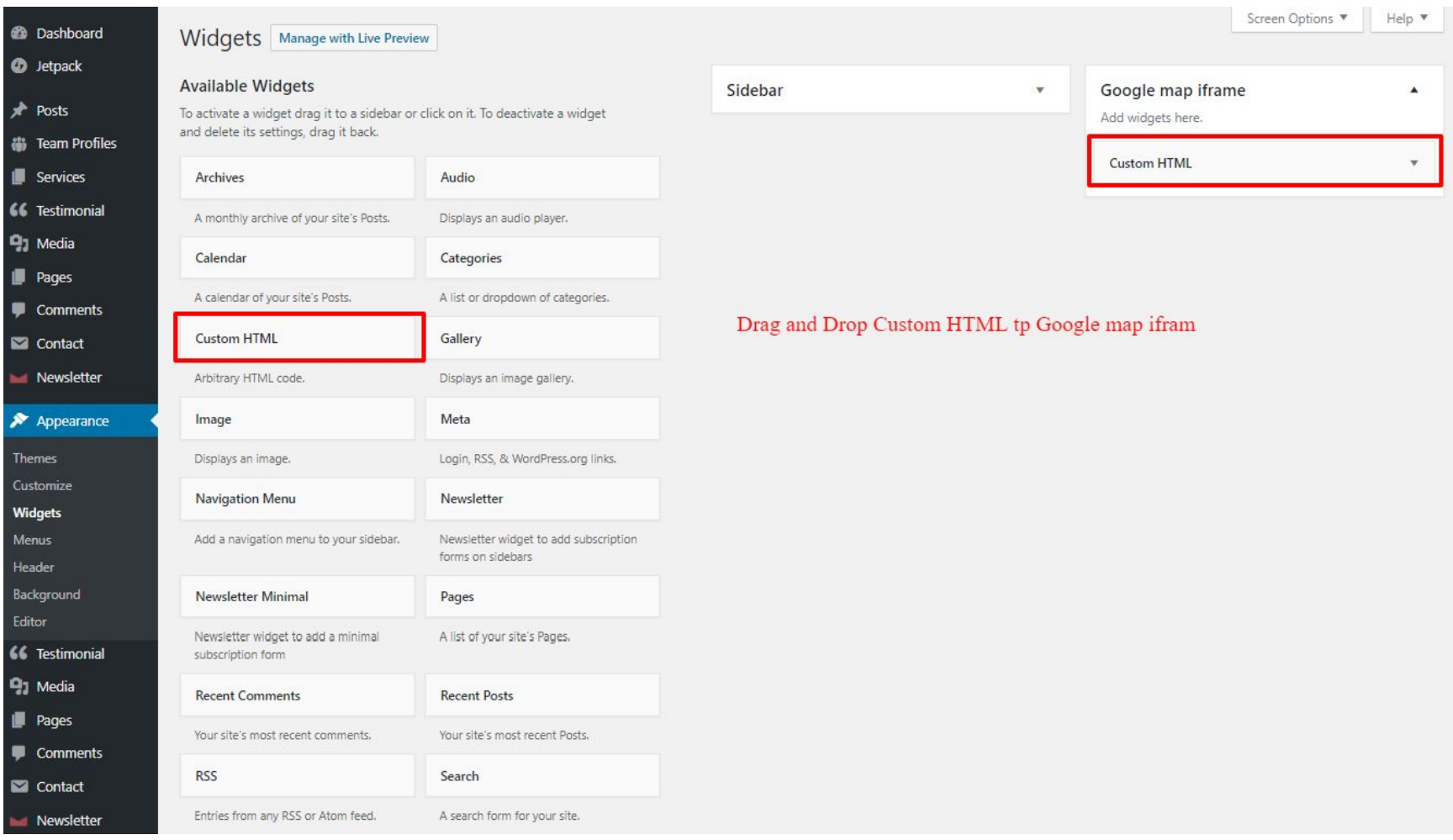


IV. Copy html on click Copy HTML.

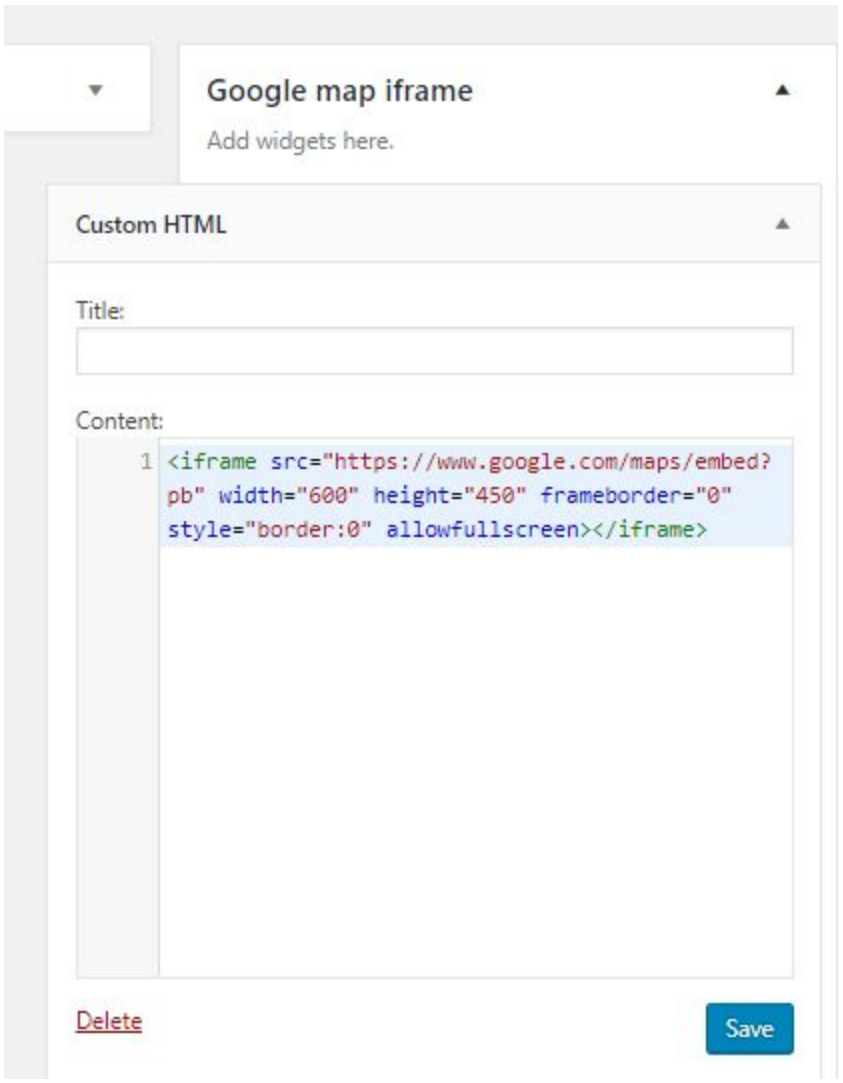


V. Go to Dashboard, **Appearance => Widgets.**

VI. Drag and drop **Custom HTML** Widget in **Google map** widgets area.



VII. After that, paste copied html of **step IV**. in content field of Custom HTML widget



VIII. Finally, Click **save** button.