# Documentation:NGO Charity WordPress Theme

Install **NGO Charity** WordPress Theme within a few minutes.



#### **OUR CAUSES**

**NGO Charity** is a simple, clean, responsive and user-friendly charity WordPress theme specially designed for charity, NGO, trust, donation camp, foundations or a non-profit organisation. It can be used by those who often organise fundraising events, blood donation camps, welfare activities, campaigns etc. It has all the features which make it a perfect charity wordpress theme but it can be used for multiple purposes as to write a blog on charity activities and welfare related things or as a portfolio. It has a fully responsive layout and cross-browser compatibility. The NGO theme is written in clean and secure codes. It is SEO-friendly which makes it rank higher in search engine results. It has a testimonial section where people can express their views on your charity work.

# Demo Link:-

https://786themes.com/demo/ngocharity/

# **Required plugins:-**

- 1. Contact Form 7(https://wordpress.org/plugins/contact-form-7/)
- 2. Newsletter(<u>https://wordpress.org/plugins/newsletter/</u>)
- 3. Give Donation Plugin and Fundraising Platform(<u>https://wordpress.org/plugins/give/</u>)

# NGO Charity documentation: How to start?

This documentation will show you step by step how to complete the basic configuration of **NGO Charity.**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 Ngo Charity?
- 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 page?

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

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

- 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.

2 Dashboard	Add New Page	Screen Options 🔻 Help 🔻
Ø Jetpack	Enter title here Enter page name for Front Template	Publish
📌 Posts		Save Draft Preview
9] Media		Status: Draft Edit
📮 Pages 🔸	91 Add Media	
All Pages	Paragraph 🔻 B I 🗄 🗄 🖆 🖆 🖉 🗮 🧱	Publish immediately Edit
Add New		
Comments		Finally, click publish
Appearance	Leave Empty this section	Page Attributes
😰 Plugins 🔕 📥 Users		Parent
🖌 Osers		(no parent) 🔻
Settings	Select front page from	Template Default Template
SG Optimizer	dropdown	Default Template Front Page
Collapse menu	Word count: 0	Fullwidth page No Featured Image Need help: ose the nelp tab above the screen title.

- 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

🙆 Dashboard	Reading Settings		Help 🔻
<ul> <li>➢ Posts</li> <li>➢ Media</li> <li>☑ Pages</li> <li>➢ Portfolio</li> <li>☑ Comments</li> <li>☑ Contact</li> </ul>	Front page displays	<ul> <li>Your latest posts</li> <li>A static page (select below)</li> <li>Front page: Home </li> <li>Posts page: - Select - </li> </ul>	
<ul> <li>Appearance</li> <li>Plugins</li> </ul>	Blog pages show at most	10 🕃 posts	
🚢 Users 🌮 Tools	Syndication feeds show the most recent	10 🕃 items	
General Writing	For each article in a feed, show	<ul> <li>Full text</li> <li>Summary</li> </ul>	
<b>Reading</b> Discussion Media	Search Engine Visibility	<ul> <li>Discourage search engines from indexing this site</li> <li>It is up to search engines to honor this request.</li> </ul>	
Permalinks Collapse menu	Save Changes		

# 2 – How to upload, install and activate NGO Charity?

From WordPress Dashboard

- Login to Wordpress admin panel
- Go to > Appearance > Themes
- Click in add New >Upload ngo-charity.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

Dashboard	Add New Page	Screen Options ¥	Help ¥
) Jetpack	Enter title here [Your Page Name]	Publish	
Posts		Save Draft P	neview
Our Teams		Status: Draft Edit	
Testimonials	92 Add Media Visual Vest	dip Visibility: Public Edit	
Services	Pangraph * B I = = 44 E ± ± Ø = = = X	Publish immediately Edit	
Works			_
] Media		Publish	
Pages	Content of your page		
	For eg:- If your page is About Us page and then write about yourself	Page Attributes	
Sd New	or your company. You can add media files too.	Parent	
Comments		(no parent)	٠
Appearance		Template	
Plugins 📵		Default Template	
Users		Order	
Tools	Word count: 0	0	
Settings		Need help? Use the Help tab above screen title.	the
SG Optimizer		Featured Image	
		Set featured image	

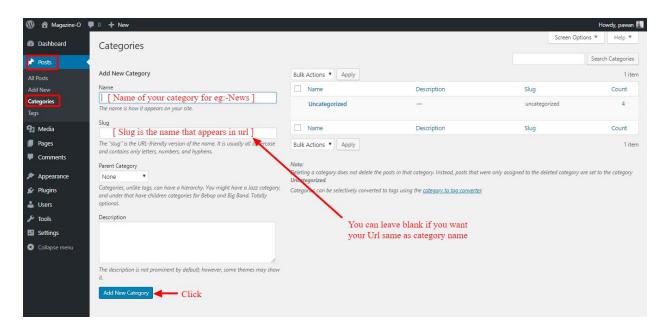
• After adding all content, you can publish your page and create necessary pages by same method.

### 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**

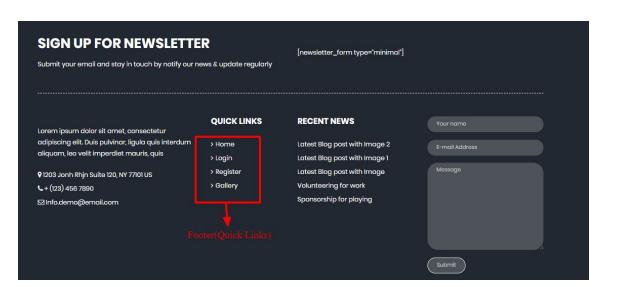


- You can put your own slug too, most of the time it is left blank which means name of the category itself will be its slug.
- [For eg. yoursite.com/category/category\_name]
- You can put description if you want.
- Now after adding category, your category will appear in right side of the post page.
-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

#### 5 – How to create menus?

This theme comes with two menu locations. Primary & Footer(Quick Links)





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

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

🙆 Dashboard	Menus Manage with Live Preview		Screen Options 🔻	Help 🔻
✤ Posts ♀ Media	Edit Menus			
📕 Pages	Edit your menu below, or create a new menu.			
Comments			_	_
🔊 Appearance 🛛 🗸	Pages 🔺	Menu Name Primary menu	Cre	ate Menu
Themes Customize Widgets Menus Header Background Radix Helper Editor	Most Recent View All Search Slider 2 Slider 1 Home Sample Page Add to Menu	Give your menu a name, then click Create Menu.	Cre	ate Menu
🖉 Plugins	Posts 🔻			
👗 Users	Custom Links 🔹			
🔑 Tools	Categories •			
5 Settings				
Collapse menu	Thank you for creating with WordPress.			Version 4.9.7

- Create **New Menu** [You need to create only one menu]
- Give name of the menu[For eg. Primary Menu] > Create Menu

Dashboard	Menus Manage with Live Preview		Screen Options 🔻	Help 🔻
Posts	Edit Menus Manage Locations			
🕽 Media				
Pages	Select a menu to edit: primary (Primary) 🔻	Select or <u>create a new menu</u> .		
Comments				
Donations	Pages 🔺	Menu Name primary		Save Menu
Contact				
Appearance	Most Recent View All Search	Menu Structure		
iemes	Become a Volunteer	Drag each item into the order you prefer. Click the arrow on the right of the item to reveal additional configuration options.		
ustomize	Donation History Donation Failed	Home Page 🔻		
idgets	Donation Confirmation			
enus	Adam smith	Gallery Category 🔻		
leader ackground	Martin athley Doodle lys	Causes Post Type Archive *		
port Demo Data				
o Charity Setup	Select All Add to Menu	Events Category *		
tor	Posts v	Blog Category 💌		
Plugins 🚺	Custom Links v	Contact Us Page 💌		
Users		Contact US Page		
Tools	Categories •			
Settings ader		Menu Settings		
ackground		Auto add pages Automatically add new top-level pages to this menu Display location I Primary		
nport Demo Data		Dispidy location Primary Footer(Quick Links)		
Igo Charity Setup				
ditor		Delete Menu		Save Menu
🕼 Plugins 🚺				

#### 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.

Sidebar Add widgets here.	*	Footer widget 4
Footer widget 1 Add widgets here.		Google map iframe
Footer widget 2 Add widgets here,	*	Give Single Form Sidebar Widgets in this area will be shown on the single Give forms aside area. This sidebar will not display for embedded forms.
Footer widget 3 Add widgets here.		

Here you can see the **Available widgets** areas of **NGO Charity** WordPress Theme.

Archives	Audio
A monthly archive of your site's Posts.	Displays an audio player.
Calendar	Categories
A calendar of your site's Posts.	A list or dropdown of categories.
Custom HTML	Gallery
Arbitrary HTML code.	Displays an image gallery.
Image	Meta
Displays an image.	Login, RSS, & WordPress.org links.
Navigation Menu	Newsletter
Add a navigation menu to your sidebar.	Newsletter widget to add subscription forms on sidebars
Newsletter Minimal	Pages
Newsletter widget to add a minimal subscription form	A list of your site's Pages.
Recent Comments	Recent Posts
Your site's most recent comments.	Your site's most recent Posts.
RSS	Search
Entries from any RSS or Atom feed.	A search form for your site.
Tag Cloud	Text
A cloud of your most used tags.	Arbitrary text.
Video	

#### 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.

Add New Post	Screen Options 🔻 Help 🔻
Enter title here [ Title of your post ]	Publish 🔺
93 Add Media Paragraph → B I ⊞ ⊟ 44 ≣ Ξ ∄ 27 ᠌  ※	Save Draft Preview  Save Draft Edit  Save Draft Edit  D Visibility: Public Edit  D Usibility: Public Edit  Publish immediately Edit  Publish
Body of your post goes here	PUDUSH
You can add media files from the Add media options	Categories
	All Categories Most Used  Article Entertainment News Uncategorized  + Add New Category
Word count: 0	-
Choose categories	Tags Add Add
Include 2/3 tags	Choose from the most used tags
Upload Featured Image	Featured Image

• 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 **NGO Charity**, 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. **Header Image** Also used for breadcrumbs background image.

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 **NGO Charity**.

Please navigate to **Appearance => Customize** in your WordPress Dashboard to see the **General Settings, Header Settings, Frontpage Settings, Footer Settings** and **Page Template Settings** panel within the WordPress customizer.

Active theme NGO Charity	Change
Go Pro Buy Ng	o Charity Pro
General Settings	>
Header Settings	>
Frontpage Settings	>
Footer Settings	>
Page Template Settings	>
Menus	>
Widgets	>
Homepage Settings	>
Additional CSS	>

#### 9.1 - General Settings

In General Settings, we have following sections:-

<	You are customizing General Settings	
Site	Identity	>
Colors		>
Bac	kground Image	>

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?

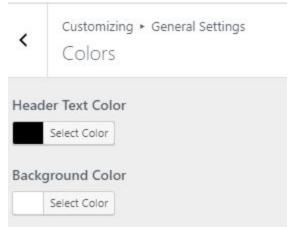
#### 9.1.2 Colors

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

<	Customizing ► General Settings Background Image
Back	ground Image
	No image selected
Sele	ect image

• Finally, click on publish button.

#### 9.2 - Header Settings

In Header Settings, we have following sections:-

<	You are customizing Header Settings	
Тор	Header Section	>
Hea	der Image	>

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.

# 9.2.1 Top Header Section

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

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

<	Customizing + Header Se Top Header Sectio	-
Mana sectio	ged the content display at to n.	p header
✓ Er	nable/Disable top header	
Logir	n Page URL	
http	s://demo.scorpionthemes.c	com/ngo
le		
	ter Page URL	
Regis	ter Page URL s://demo.scorpionthemes.c	com/ngo
Regis http	5	com/ngo
Regis http Top H	s://demo.scorpionthemes.c	com/ngo
Regis http Top F (12	s://demo.scorpionthemes.c	
Regis http Top F (12 For	s://demo.scorpionthemes.c Header Contact items	
Regis http Top F (12 For	s://demo.scorpionthemes.o leader Contact items (3) 456 7890 nt Awesome Icon	
Regis http Top H (12 For fa	s://demo.scorpionthemes.o leader Contact items (3) 456 7890 nt Awesome Icon	
Regis http Top F (12 For fa	s://demo.scorpionthemes.o Header Contact items (3) 456 7890 Int Awesome Icon I fa-phone	
Regis http Top F (12 For fa	s://demo.scorpionthemes.o Header Contact items (3) 456 7890 Int Awesome Icon In fa-phone cation Title	

# 9.2.2 Header Image

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

# 9.3 - Frontpage Settings

In Frontpage Settings, we have following sections:-

<	You are customizing Frontpage Setting	S
Slid	er Section	>
Serv	vice Section	>
Our	Causes Section	>
Who	o We Are Section	>
Ever	nts Section	>
Volu	unteer Section	>
Nev	vsletter Section	>
Test	imonials Section	>
Gall	ery Section	>
Blog	g Section	>

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.

#### 9.3.1 Slider Section

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

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

Lorem ipsum dolor sit amet vesti arat leatus eo odio. Polic ipsum dolor sit armet, consec	Home       Outer       Years       Years       Year       Year
<ul> <li>Customizing * Frontpage Settings</li> <li>Slider Section</li> </ul>	
Managed the slider display at Frontpage section.   Image: The slider of the slider slider slider select Page for Slider 1 title with featured image set statement of the slider set set statement of t	
Helping for education	
First Button Title For Slider 1 Join with Us	
Join with Us	
Select URL For button Title 1 of slider 1 #	
#	

# 9.3.2 Service Section

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

• Go to Dashboard , Appearance => Customize => Frontpage Settings => Service Section

	Service \$ MAKE A DONATION Lorem ipsum dolor sit amet, consectetur adipiscing elit. Duis pulvinar, licommodo. Integeriectus sed ex accumsan		Service 2 EECOME A VOLUNTEER Lorem ipsum dolor sit amet, consectetur adipiscing eilt. Duis pulvinar, licommodo. Integerlectus sed ex accumsan	Join us Lorem ipsum dolor sit amet, consectetur adipiscing elit. Duis pulvinar, licommodo. Integeriectus sed ex accumsan	
(	omizing + Frontpage Settings Vice Section				
Managed the section.	Service display at Frontpage				
	isable for service for Service 1				
Make a Do		٠			
	For Service 1 some icon: Eg.fa fa-usd. <u>See more</u>	Ľ			
fa fa-usd					
Select Page	for Service 2				
Become a	Volunteer	۳			
Use font awes <u>more here</u>	For Service 2 some icon: Eg.fa fa-handshake-o.	<u>See</u>			
fa fa-hands	hake-o				
Select Page	for Service 3				
Join Us		٠			
	For Service 3 some icon: Eg.fa fa-paperclip. <u>See</u>				
fa fa-paper	clip				

# 9.3.3 Our Causes Section

To Setting Front Page Our Causes section of theme. Follow these steps:-

• Go to Dashboard , Appearance => Customize => Frontpage Settings => Our Causes Section

# OUR CAUSES

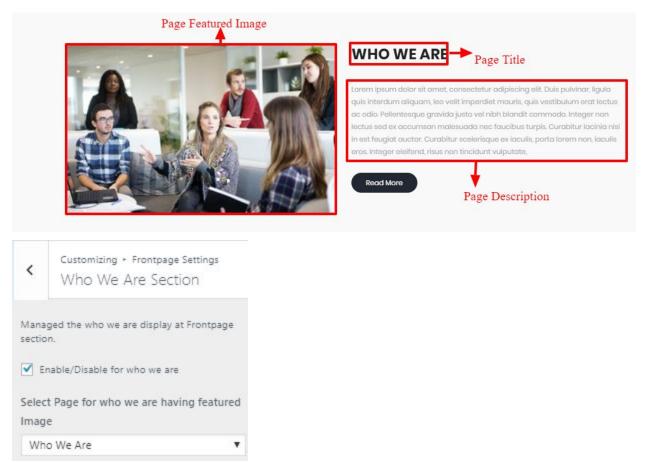
POVERTY DONATION Rejsect: \$3,000.00 Gool: \$4,000.00	57.0% NEW BOOKS FOR CHILDREN	GOOD EDUCATION
Lorem ipsum dolor sit amet, consectetur adipiscing elit. Duis pulvinar, ligula quis interdum aliquam, leo velit imperdiet	Raised: \$2,000.00 Goal: \$3,500.00 Lorem ipsum dolor sit amet, consectetur adipiscing elit. Duis pulvinar, ligula quis interdum aliquam, leo velit imperdiet	Raised: \$1,900.00 Goal: \$3,000.00 Lorem ipsum dolor sit amet, consectetur adipiscing elit. Duis pulvinar, ligula quis interdum aliquam, leo velit imperdiet
Managed the Our Causes display at F section. Enable/Disable for Our Causes	Frontpage	
Causes Heading Our Causes		
Number of Recent Causes to Shor Page input 3,4,5,6,7,8,9,10	w in Front	
4 <u>So to Give form Page</u> click here		

• Finally, click on publish button.

# 9.3.4 Who We Are Section

To Setting Frontpage Who We Are section of theme. Follow these steps:-

• Go to Dashboard , Appearance => Customize => Frontpage Settings => Who We Are Section



# 9.3.5 Events Section

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

 Go to Dashboard , Appearance => Customize => Frontpage Settings => Events Section



<	Customizing + Frontpage Settin Events Section	igs
Mana sectio	iged the Events display at Frontpag on.	e
🗹 Er	nable/Disable for Events	
Event	ts Heading	
Our	Events	
Selec	t Category for Events	
Eve	ents	۳
	ber of event to Show in Front Pa 3,4,5,6,7,8,9,10	ige
4		

# 9.3.6 Volunteer Section

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

• Go to Dashboard , Appearance => Customize => Frontpage Settings => Volunteer Section

	BECOME	A PROUD VOLUNTEER
	odio. Pellentesque gravida justo vel nibh blandit commodo. Intege	nar, ligula quis interdum aliquam, leo velit imperdiet mauris, quis vestibulum erat lectus ac r n Curabitur Iacinia nisi in est feugiat auctor. Curabitur scelerisque ex iaculis, porta lorem nd, risus non tincidunt vulputate, diam augue semper Description
<	Customizing + Frontpage Settings Volunteer Section	
Mana sectio	naged the Volunteer display at Frontpage ion.	
V E	Enable/Disable for Volunteer	
Selec	ect Page for Volunteer	
Bec	ecome A Proud Volunteer 🔹 🔻	

• Finally, click on publish button.

### 9.3.7 Newsletter Section

To Setting Front Page Newsletter section of theme. Follow these steps:-

 Go to Dashboard , Appearance => Customize => Frontpage Settings => Newsletter Section

	WANT TO JOIN US? Newsletter Title
Your Email	Your name Use Shortcode
<ul> <li>Customizing + Frontpage Settings</li> <li>Newsletter Section</li> </ul>	
Managed the Newsletter display at Frontpage section.	
Enable/Disable for Newsletter	
Newsletter Title	
Eg:- Want to join us?	
Want to join us?	
News Letter Section Use Shortcode Use Newsletter Plugins shortcode: Eg: [newsletter_form]. <u>See more here</u>	
[newsletter_form button_label="Join Now"]	

• Finally, click on publish button.

#### 9.3.8 Testimonials Section

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

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

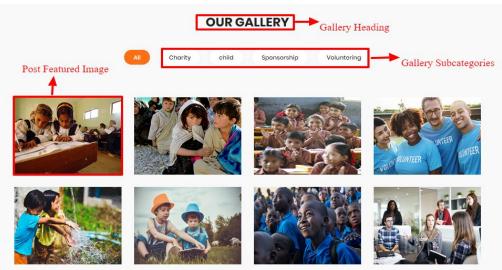


<	Customizing + Frontpage Settings Testimonials Section
	ged the Testimonials display at page section.
✓ E	nable/Disable for Testimonials
Testi	monials Heading
Wha	at People Say
Selec	t Testimonial Page 1
Do	odle lys 🔻
Selec	t Designation or Company Name 1
Positi	on like Developer, CEO MD
Prof	essor
Selec	t Testimonial Page 2
Ma	rtin athley 🔻
Selec	t Designation or Company Name 2
Positi	on like Developer, CEO MD
CEO	6

# 9.3.9 Gallery Section

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

• Go to Dashboard , Appearance => Customize => Frontpage Settings => Gallery Section



<	Customizing + Frontpage Settings Gallery Section
Mana sectio	ged the Gallery display at Frontpage n.
🗹 Er	nable/Disable for Gallery
Galle	ry Heading
Our	Gallery
	t Category for Gallery having ategories
Gal	ery 🔻

# 9.3.10 Blog Section

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

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



<	Customizing + Frontpage Settings Blog Section
Mana	ged the Blog display at Frontpage section.
✓ E	nable/Disable for Blog
Blog	Heading
Late	st Blog
Selec	t Category for Blog
Bio	g 🔻
	g • • • • • • • • • • • • • • • • • • •
	ber of Recent Blogs to Show in Front
Num Page	ber of Recent Blogs to Show in Front

### 9.4 - Footer Settings

In Footer Settings, we have following sections:-

<	You are customizing Footer Settings	
Foo	ter Top Section	>
Foo	ter Middle Section	>
Foo	ter Bottom Section	>

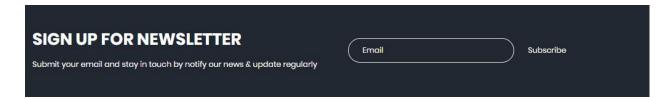
To Setting this options, follow these steps:-

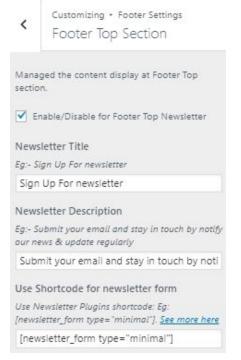
- Go to Dashboard, Appearance => Customize => Footer Settings
- Open each section and start to set content and filled up fields as per your requirement.

### 9.4.1 Footer Top Section

To Setting Footer Top section of theme. Follow these steps:-

 Go to Dashboard , Appearance => Customize => Footer Settings => Footer Top Section

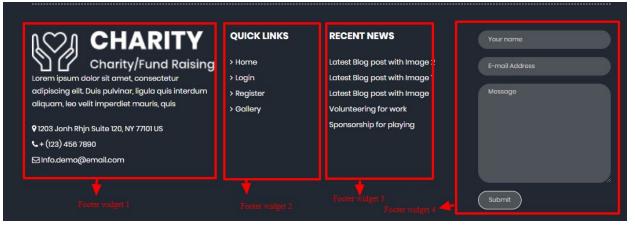




# 9.4.2 Footer Middle Section

To Setting Footer Middle section of theme. Follow these steps:-

 Go to Dashboard , Appearance => Customize => Footer Settings => Footer Middle Section





#### 9.4.3 Footer Bottom Section

To Setting Footer Bottom section of theme. Follow these steps:-

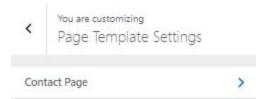
• Go to Dashboard , Appearance => Customize => Footer Settings => Footer Bottom Section

	Footer Bottom social Links 🛛 🗲 📊 🖌 🗤
Customizing + Footer Settings	
Footer Bottom Section	
Footer Bottom Section	
naged the content display at Footer Bottom	
tion.	
Social Links Enable/Disable social links in Footer.	
Enabley Disuble social links in Pooler.	
ial Links	
nttps://www.facebook.com/ *	
ont Awesome Icon	
Example: fa-facebook	
fa fa-facebook	
la la-lacebook	
ink	
xample: http://facebook.com	
https://www.facebook.com/	
https://www.facebook.com/	

• Finally, click on publish button.

### 9.5 - Page Template Settings

In Page Template Settings, we have following sections:-



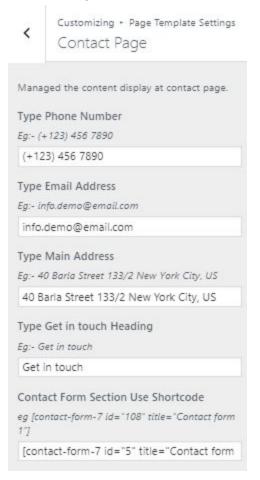
To Setting this options, follow these steps:-

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

#### 9.5.1 Contact Page

To Setting Contact Page of theme. Follow these steps:-

 Go to Dashboard , Appearance => Customize => Page Template Settings => Contact Page

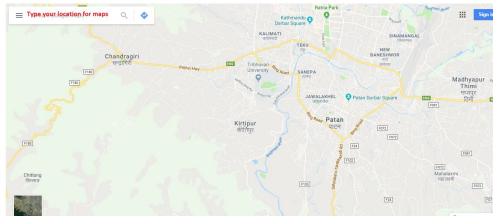


• Finally, click on publish button.

### 10- How to add google map in contact page?

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

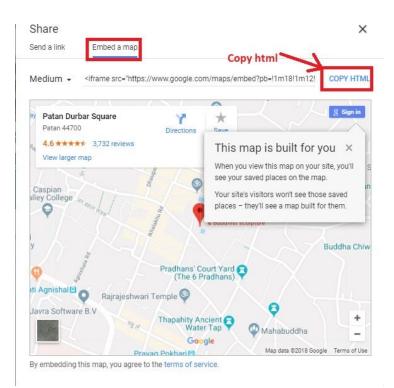
- I. Go to <u>https://www.google.com/maps</u>.
- II. Type address on search bar



#### 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.

Dashboard	Widgets Manage with Live Previo	ew			Screen Options	• He
Jetpack	Available Widgets		Sidebar	•	Google map iframe	
Posts Team Profiles	To activate a widget drag it to a sidebar or and delete its settings, drag it back.	r click on it. To deactivate a widget	Sidebar	•	Add widgets here.	
Services	Archives	Audio			Custom HTML	
Testimonial	A monthly archive of your site's Posts.	Displays an audio player.				
Media	Calendar	Categories				
Pages Comments	A calendar of your site's Posts.	A list or dropdown of categories.				
Contact	Custom HTML	Gallery	Drag and Drop Custo	om HTML tp Goog	le map ifram	
Newsletter	Arbitrary HTML code.	Displays an image gallery.				
Appearance	Image	Meta				
mes	Displays an image.	Login, RSS, & WordPress.org links.				
tomize I <b>gets</b>	Navigation Menu	Newsletter				
us der	Add a navigation menu to your sidebar.	Newsletter widget to add subscription forms on sidebars				
kground	Newsletter Minimal	Pages				
or Testimonial	Newsletter widget to add a minimal subscription form	A list of your site's Pages.				
Media	Recent Comments	Recent Posts				
Pages	Your site's most recent comments.	Your site's most recent Posts.				
Comments Contact	RSS	Search				
Newsletter	Entries from any RSS or Atom feed.	A search form for your site.				

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

	Google map iframe Add widgets here.
Custom	HTML
Titl <mark>e:</mark>	
Content	
1	<iframe <br="" frameborder="0" height="450" src="https://www.google.com/maps/embed?&lt;br&gt;pb" width="600">style="border:0" allowfullscreen&gt;</iframe>
<u>Delete</u>	Save

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