

TOURISM KEYS: PUTTING WORDPRESS ON YOUR DOMAIN

Prepared by Natalie Lucier

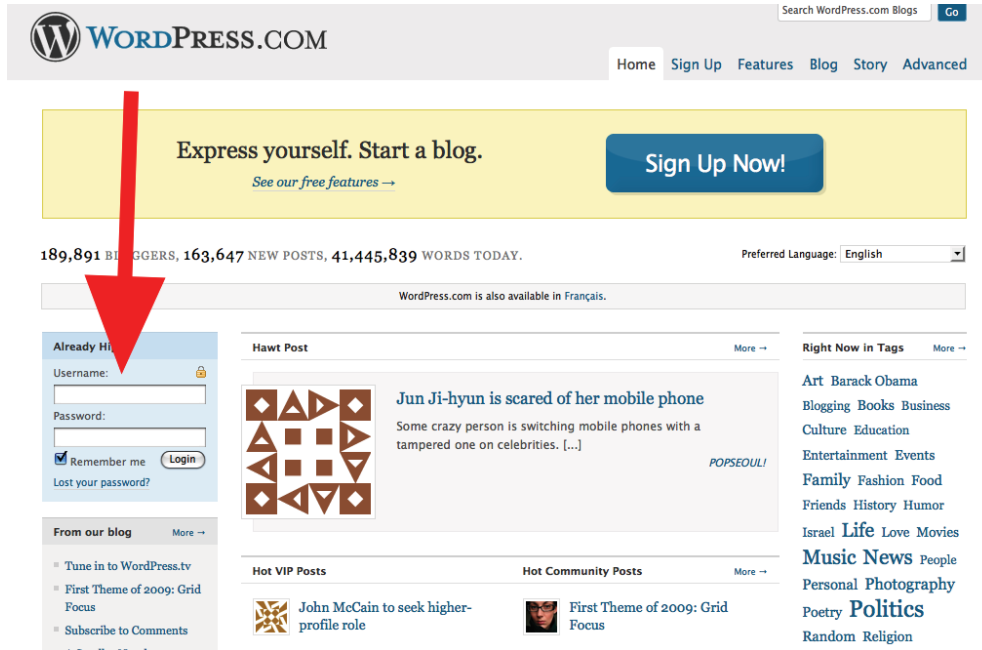


<http://www.tourismkeys.ca/blog>

Buying a Domain Name Through Wordpress Blog.

Have your credit card ready.

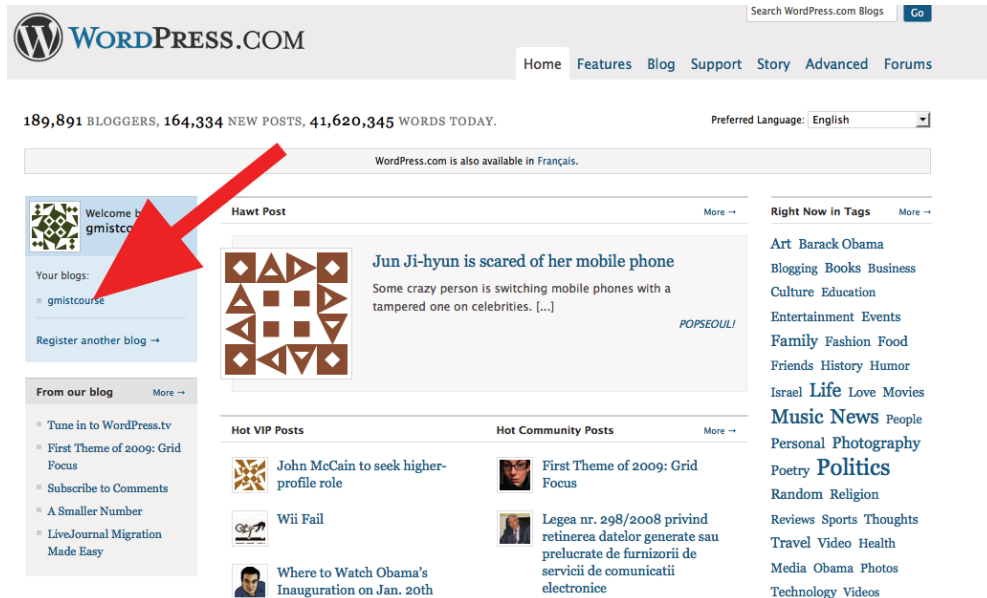
After you have created an account with Wordpress... go to www.wordpress.com and sign in



The screenshot shows the WordPress.com homepage. At the top, there is a navigation bar with the WordPress logo and the text "WORDPRESS.COM". To the right of the logo is a search bar for "WordPress.com Blogs" with a "Go" button. Below the navigation bar is a yellow banner with the text "Express yourself. Start a blog." and a "Sign Up Now!" button. Below the banner, there is a statistics bar showing "189,891 BLOGGERS, 163,647 NEW POSTS, 41,445,839 WORDS TODAY." and a "Preferred Language" dropdown menu set to "English". Below the statistics bar is a grey bar with the text "WordPress.com is also available in Français." Below this bar is a login form with the text "Already Here?" and fields for "Username:" and "Password:". There is a "Remember me" checkbox and a "Login" button. Below the login form is a "From our blog" section with a "More" link and a list of links: "Tune in to WordPress.tv", "First Theme of 2009: Grid Focus", and "Subscribe to Comments". To the right of the login form is a "Hot Post" section with a "More" link and a featured post titled "Jun Ji-hyun is scared of her mobile phone" by "POPSEOULI". Below the "Hot Post" section is a "Hot VIP Posts" section with a "More" link and a featured post titled "John McCain to seek higher-profile role". To the right of the "Hot Post" section is a "Right Now in Tags" section with a "More" link and a list of tags: "Art", "Barack Obama", "Blogging", "Books", "Business", "Culture", "Education", "Entertainment", "Events", "Family", "Fashion", "Food", "Friends", "History", "Humor", "Israel", "Life", "Love", "Movies", "Music", "News", "People", "Personal", "Photography", "Poetry", "Politics", "Random", and "Religion". A red arrow points from the top of the page down to the "Username:" field in the login form.

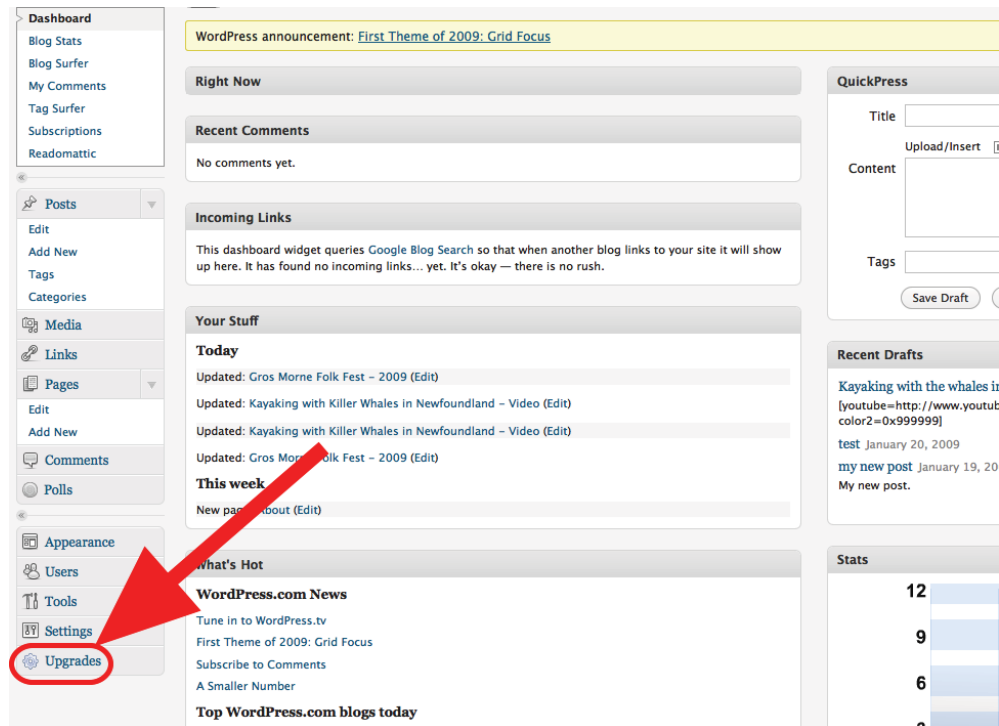
Use your user name and password that you created for your wordpress blog to sign in.

Once you have signed in. Locate the name of your blog on the left hand side of the screen and click.

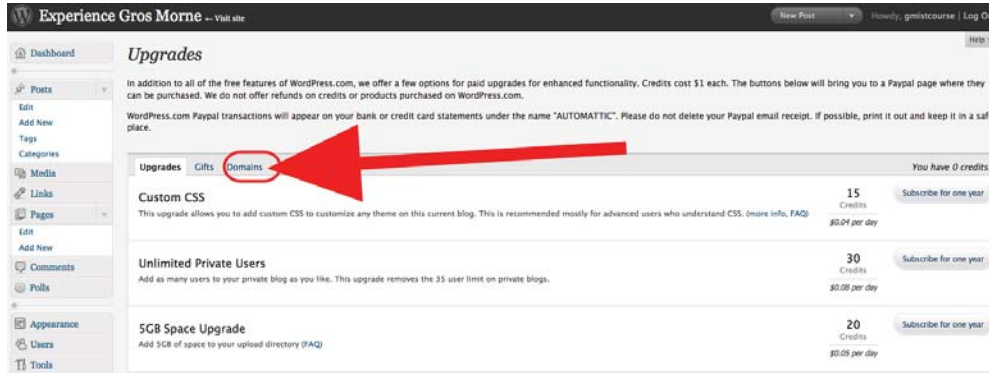


The name of your blog should be highlighted in blue on the left hand side of your screen. Make sure that you select it and click.

Then click on the button on the left hand side of the screen called "upgrades".



Now...select the domains button.



Now...type the name of the domain that you would like to buy for your business site.

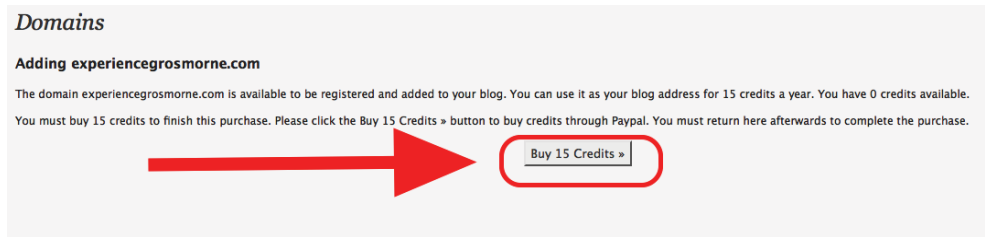


1. type the domain address that you wish to buy in the box provided.
2. Be sure to use a.com, org or net.
3. You can not purchase a .ca name from this site. If this domain name is for your business then I would suggest that you use your business name.
4. An example of a domain name is **experiencegrosorme.com**

Then click Add domain to blog.

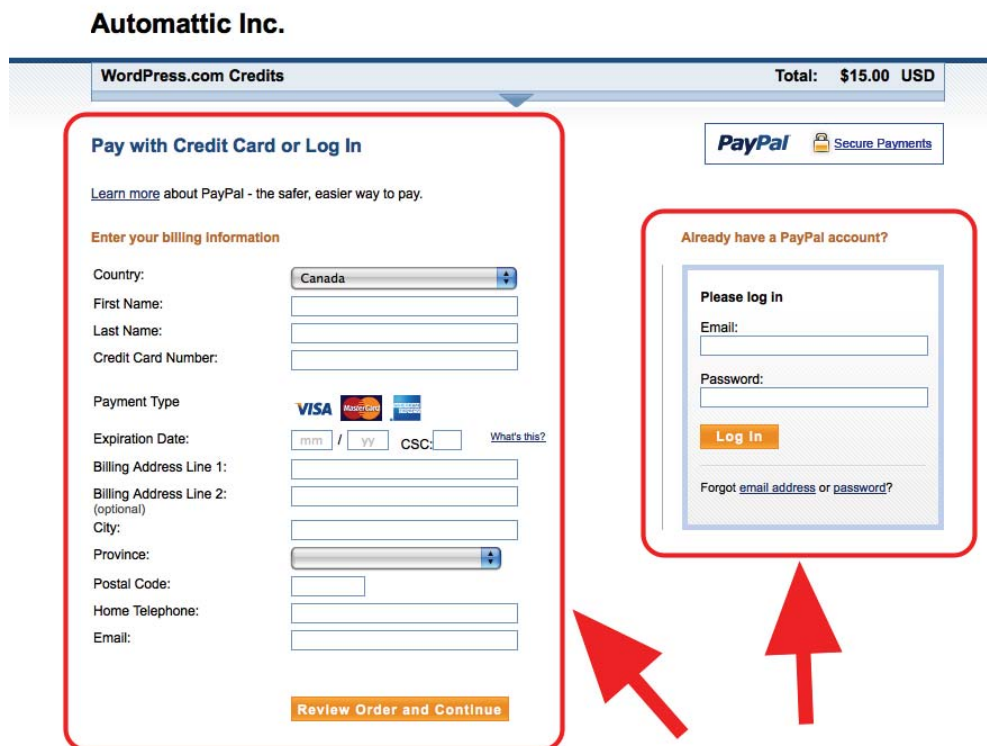


Now you should be able to buy your domain name. You should see a screen that looks like this.



It costs 15 credits to buy the domain name and get it hosted at wordpress. (which turns into 15 dollars American)/ You will need your credit card. Click buy 15 credits to continue.

You can pay with paypal or your credit card



If you have a paypal account then you can log into paypal and make you payment on the right hand side of the screen. If you do not have a paypal account then you can pay by credit card by clicking on the left hand side of the screen.

If you are paying by credit card then you should see a screen that looks like this.

[Learn more](#) about PayPal - the safer, easier way to pay.

Enter your billing information

Country:

Canada

First Name:

Last Name:

Credit Card Number:

Payment Type



Expiration Date:

mm

/ yy

CSC:

[What's this?](#)

Billing Address Line 1:

Billing Address Line 2:

(optional)

City:

Province:

Postal Code:

Home Telephone:

Email:

Review Order and Continue

Cancel and return to [Automattic Inc.](#)

PayPal. The safer, easier way to pay.

For more information, read our [User Agreement](#) and [Privacy Policy](#).

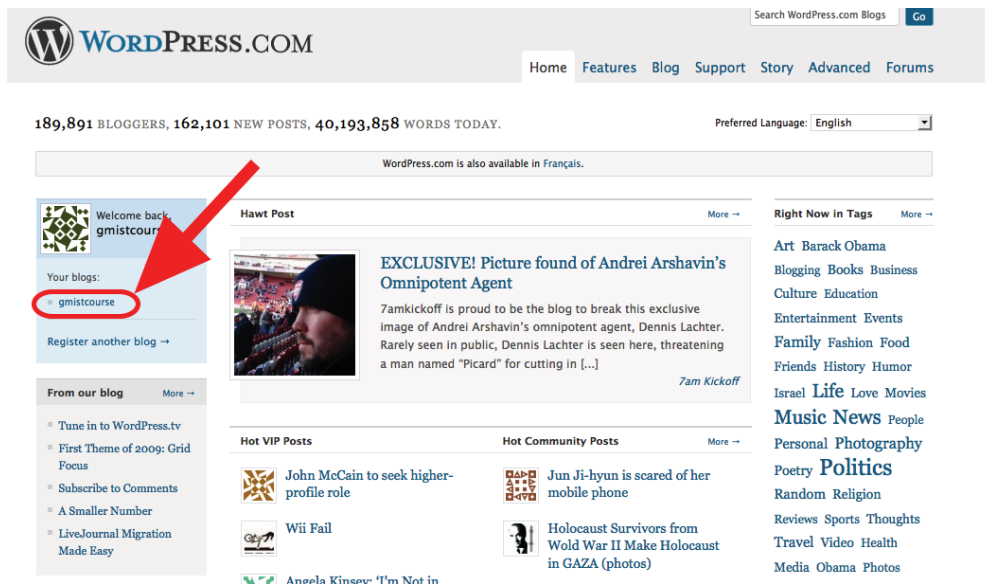
Copyright © 1999-2009 PayPal. All rights reserved.

Be sure to select Canada as the country and then fill in all of your information. Then click review order

Once you have filled out you credit card information... you will be asked to give an e-mail address.

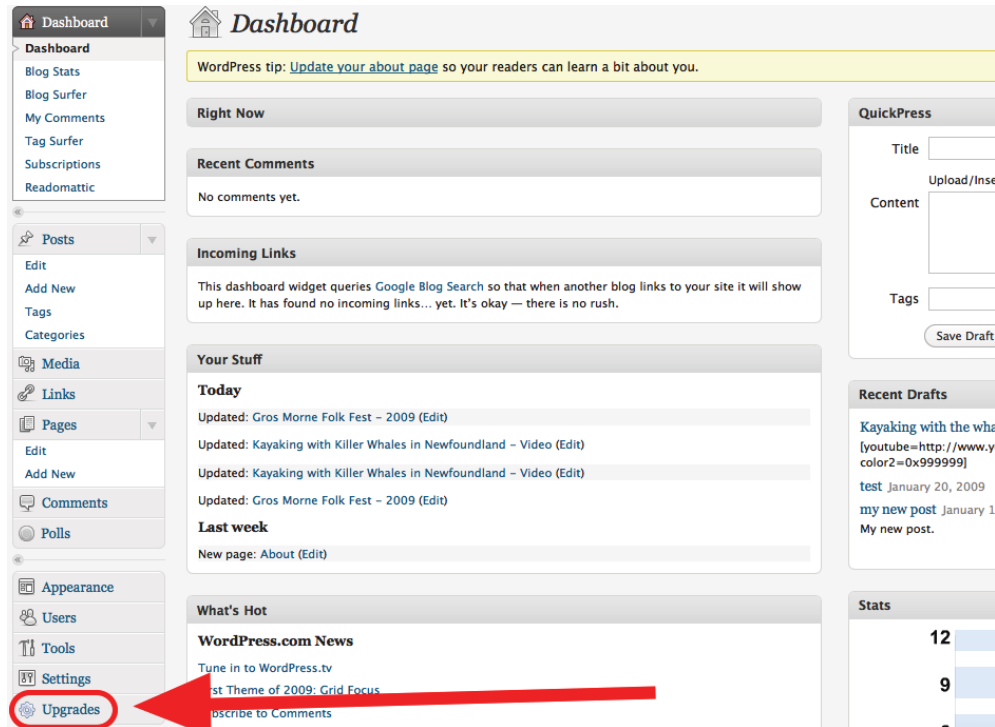
Your receipt of payment will be sent to that e-mail address so be sure that you have access to that e-mail online. I would suggest using your gmail address. For example myname@gmail.com

Once you have completed your payment...you must go back to www.wordpress.com

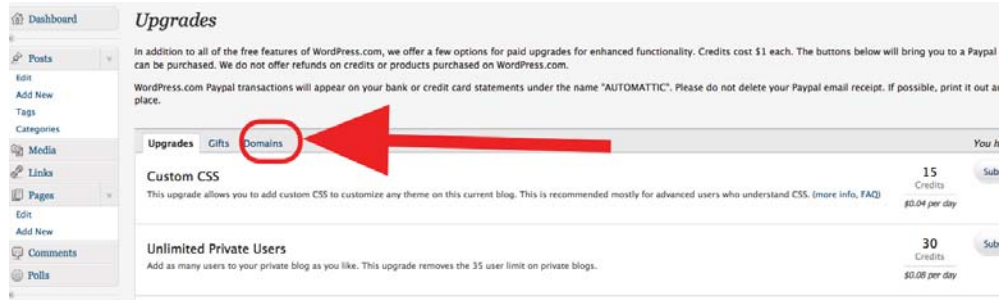


Sign in if you are not signed in already. If you are signed in then select your site on the left hand side of the screen.

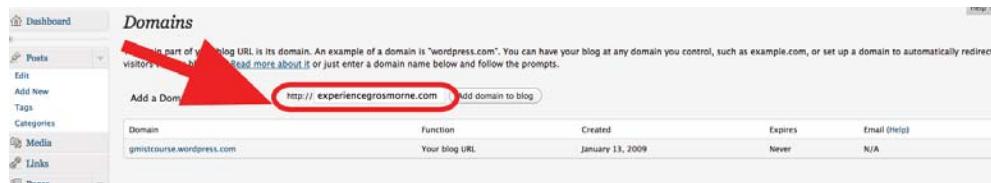
Then click the upgrades button again.



Then...click the domains button.



Then type your domain name in the box like you did before when you were buying it.



1. For example type in the box **experiencegrosorme.com**
2. Then click add domain to blog.

Then you will be asked to fill out you information again on the wordpress form.

The screenshot shows the WordPress 'Domains' page for 'experiencegrosorme.com'. It includes a sidebar with navigation options like Posts, Media, Links, Pages, Comments, Polls, Appearance, Users, Tools, and Settings. The main content area is titled 'Adding experiencegrosorme.com' and contains a 'Registering' section with a 'Required information' form. The form fields are: First Name, Last Name, Organization, Email, Address 1, Address 2, City, State/Province (with a note: '(in full, e.g. Texas, not TX)'), Postal Code, Country (set to United States), and Phone. A 'Buy' button is at the bottom.

Fill out this form and click buy at the bottom of the screen. Then go back to domains. You may need to click on your dashboard- then click upgrades - then domains.

Go to Domain administration - create a new password - at least 5 characters in length.

The screenshot shows the 'Domain Administration' section of the WordPress interface. It includes a table of domains and a 'Domain Administration' box. The table lists domains like gmistcourse.wordpress.com and experiencegrosorme.com. The 'Domain Administration' box contains instructions to create a new password, a 'Save password' button, and a 'Customer Number' field with the value 25635382 circled in red. A 'Manage Your Domains' link is at the bottom.

Domain	Function	Created	Expires
gmistcourse.wordpress.com	Your blog URL	January 13, 2009	Never
experiencegrosorme.com	Redirecting to gmistcourse.wordpress.com (Put blog here)	January 20, 2009	January 20, 2010

1. Create a new password to enter your domain registration site. KEEP RECORD OF THIS LOGIN INFORMATION.
2. Keep track of your Customer Number at the bottom of the screen.

Then...Click on domains again and then click on manage your domains.

Domains

The main part of your blog URL is its domain. An example of a domain is "wordpress.com". You can have your blog at any domain you control, such as example.com visitors to your blog URL. [Read more about it](#) or just enter a domain name below and follow the prompts.


Add a Domain

Domain	Function	Created	Expires
gmistcourse.wordpress.com	Your blog URL	January 13, 2009	Never
experiencegrosmorne.com	Redirecting to gmistcourse.wordpress.com (Put blog here)	January 20, 2009	January 20, 2010

Domain Administration

The following link will take you to an external site where you already have an account. Before you can log in you must use this form to set the password.

New password: At least 5 characters
 Enter it again

Customer Number: 25635382
[Manage Your Domains](#) 

Login into your domain administration to see the options available. We will need to select "unlock"

Log in to Account:

ICANN · My Account · FAQ

Please log in to continue

Customer # or Login Name:

Password:

My Account | Frequently Asked Questions | Support | Whois | Legal Agreements

1. Fill in your Customer number
2. Fill in your new password
3. Click Secure Login.

You will need to create a 4 digit number for security purposes.

Account Security when Calling Us

Please create a 4-digit PIN number for your account.

If you call customer support, we will use this PIN number to verify your identity and account information. Your PIN helps us ensure that we're speaking to the appropriate account owner.

This PIN is only used to verify your identity and account information. You cannot use your PIN to access your accounts online.

Your Call-in PIN:

(The Call-in PIN must be 4 digits)

SAVE

Create a 4 digit code and then click save to continue.

Now.. Login into your administration account.

Please log in to continue

Customer # or Login Name:

Password:

Secure Login

1. Be sure to use your account number and new password.
2. Then click secure login.

Then type in your 4 digit code again.

Account Security when Calling Us

Please create a 4-digit PIN number for your account.

If you call customer support, we will use this PIN number to verify your identity and account information. Your PIN helps us ensure that we're speaking to the appropriate account owner.

This PIN is only used to verify your identity and account information. You cannot use your PIN to access your accounts online.

Your Call-in PIN:

(The Call-in PIN must be 4 digits)

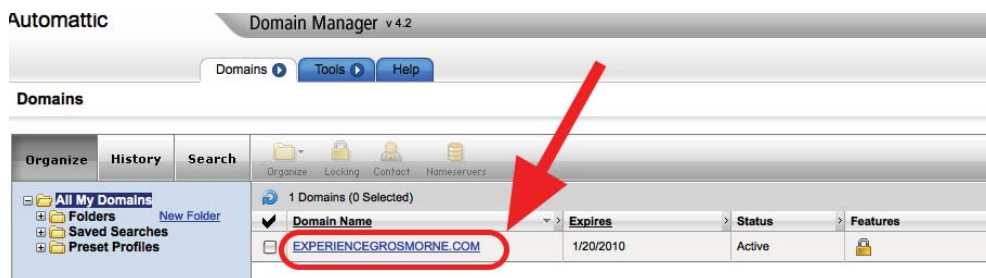
SAVE

Type in your 4 digit code and then click save.

Now you are logged into your administration account for your domain name.

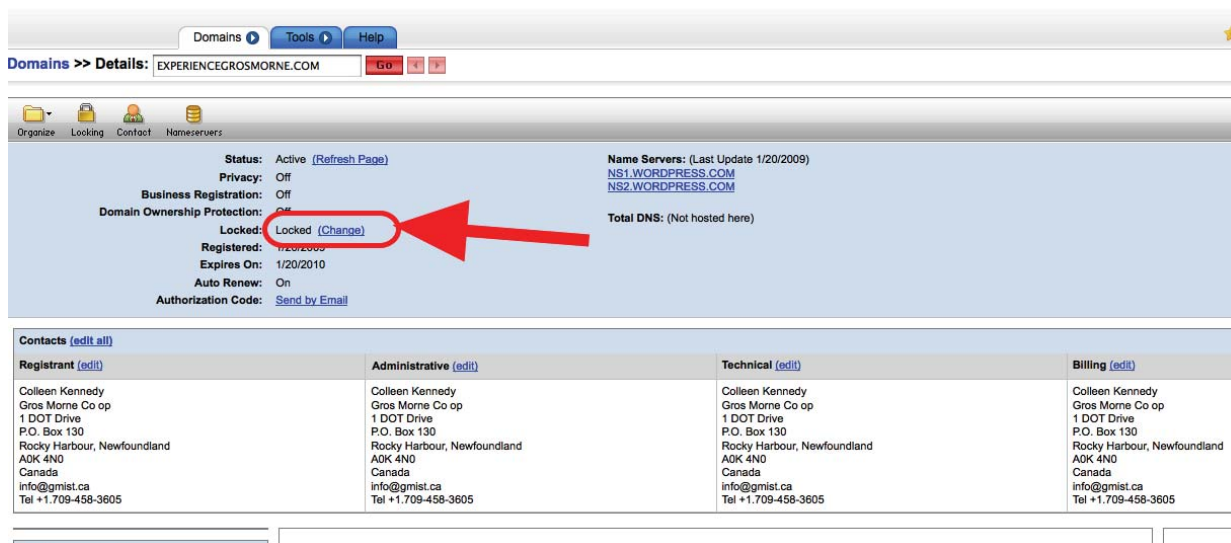


We will need to select "unlock" on the domain name. In order to do this...



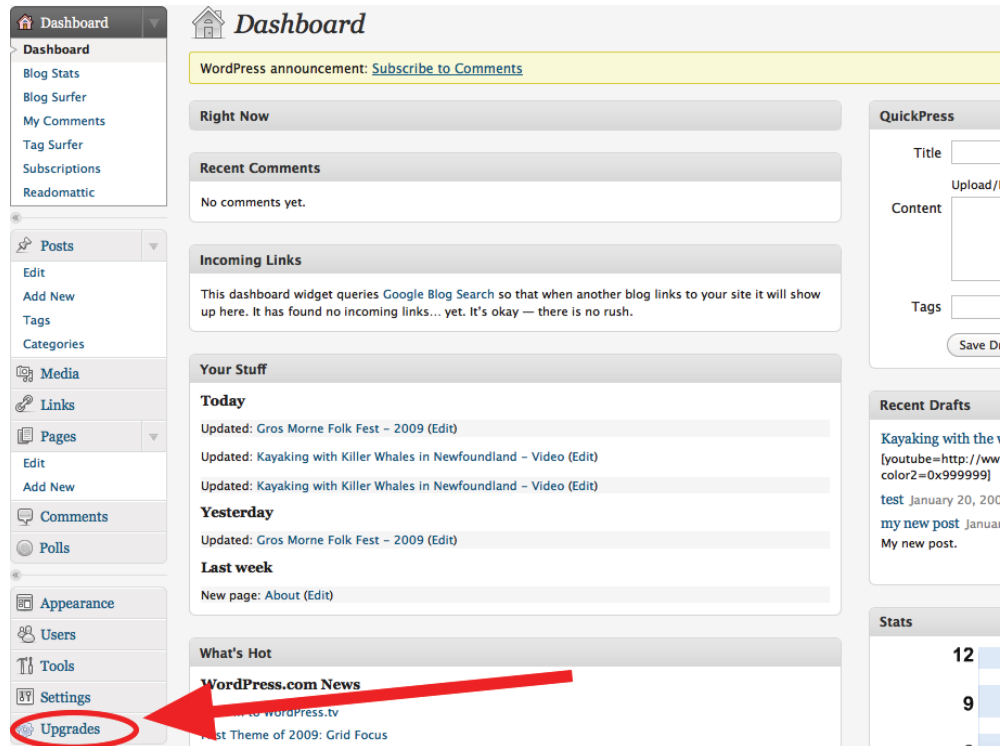
Click your domain address link that is highlighted in blue.

You can make changes to your account. Make sure that your domain is unlocked. Then save changes.



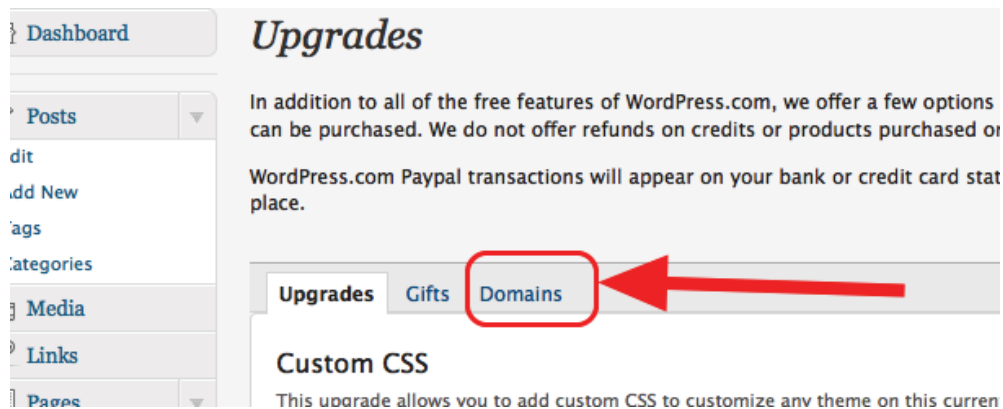
If it is locked then you must un-select it to change it to unlock and then save changes.

Now go back to wordpress.com and sign in if you are not already signed in.



You will need to go to your dashboard and click the upgrades button.

The click on domains.



Be sure to select "put blog here". This will activate your blog to point to the correct domain name.

Domains

The main part of your blog URL is its domain. An example of a domain is "wordpress.com". You can have your blog at any domain you control, such as example.com. You can add a domain to your blog URL. [Read more about it](#) or just enter a domain name below and follow the prompts.

Add a Domain

Domain	Function	Created	Expires
gmistcourse.wordpress.com	Your blog URL	January 13, 2009	Never
experiencegrosmorne.com	Redirecting to gmistcourse.wordpress.com (Put blog here)	January 20, 2009	January 20, 2010

Domain Administration

The following link will take you to an external site where you already have an account. Before you can log in you must use this form to set the password.

Click the blue words that say "put blog here". After you have clicked this your blog will be activated and pointing to your domain name. Now, you are ready to start blogging! Just refer back to "Step by Step: How to Use Wordpress Blog" package for detailed information on how to post and add content to your blog.

Now. go and check out your www.mywebsite.com!

The screenshot shows a web browser window displaying the homepage of a WordPress blog. The browser's address bar shows the URL <http://experiencegrosmorne.com/>. The page features a navigation menu with 'Home' and 'About' links, a search box, and a main header with the site title 'EXPERIENCE GROS MORNE' and the URL 'www.experiencegrosmorne.com'. Below the header is a large banner image of a snowy landscape with people. The main content area displays a post titled 'Kayaking with Killer Whales in Newfoundland - Video' dated January 20, 2009, with a video player showing a whale breaching the water. The right sidebar contains several widget areas: 'ARCHIVES' (January 2009 (2)), 'CATEGORIES' (Uncategorized (2)), 'PAGES' (About), 'BLOGROLL' (WordPress.com, WordPress.org), and 'META' (Site Admin, Log out).