



SOP for WordPress Installation and Setup

Procedure:

1. Choosing a Hosting Provider

- Step 1: Research and compare hosting providers that offer WordPress-specific hosting plans. Consider factors such as cost, scalability, customer support, and included features (e.g., SSL certificate, one-click WordPress install).
 - Tools/Resources Needed: Internet access for research.
 - Tips: Look for hosting providers that are recommended by WordPress.org for optimal compatibility and performance.
- Step 2: Select a hosting plan that fits your website's needs and budget. Ensure the plan supports PHP version 7.4 or higher, MySQL version 5.6 or higher, or MariaDB version 10.1 or higher, and HTTPS support.
- Step 3: Purchase the hosting plan and register your domain name through the hosting provider, if you haven't already done so.

2. Installing WordPress

- Step 1: Log in to your hosting account and locate the control panel or dashboard provided by your host.
 - Tips: Many hosting providers offer a one-click WordPress installation feature through their control panel.
- Step 2: Find the WordPress installer tool within your hosting dashboard. This is often labeled as "One-Click Install," "WordPress Installer," or something similar.
- Step 3: Follow the on-screen instructions to select the domain where you want to install WordPress. Fill in the necessary information, such as site name, admin username, password, and email address.
 - Tips: Choose a strong, unique password for your WordPress admin account to enhance security.
- Step 4: Complete the installation process. Once done, you will receive a confirmation message with a link to your WordPress site's admin login page.

3. Configuring Basic Settings

- Step 1: Log in to your WordPress admin dashboard using the credentials you set up during installation.
- Step 2: Set your site's time zone by going to "Settings" > "General." Scroll down to "Timezone" and select the appropriate time zone from the dropdown menu.
- Step 3: Set your site's language by going to "Settings" > "General." Find the "Site Language" dropdown menu and select your preferred language.
- Step 4: Configure permalinks to make your site's URLs SEO-friendly. Go to "Settings" > "Permalinks." Select the option labeled "Post name" or another structure that includes the post name for better readability and SEO performance.
 - Tips: Avoid changing permalinks after your site has been live for a while, as this can affect SEO rankings and lead to broken links.
- Step 5: Save changes to each settings page by clicking the "Save Changes" button at the bottom.

Safety/Compliance Considerations: Ensure that your WordPress installation and any chosen plugins or themes are kept up to date to prevent security vulnerabilities. Use strong passwords and consider implementing additional security measures, such as two-factor authentication.