

Creating a cPanel With Domain

1. Log into inmotion hosting
2. In the “pizzazz-group.com” section click on “Root WHM”
3. Next click on “List Accounts”
4. Then click the button “Create a New Account”
5. Type the URL/domain in the domain square (without the www.)
6. Fill out the username, password and email (email is always websites@pizzazz-group.com) sections
7. Under the package section, choose “default”
8. Do not switch anything in the “Settings” section
9. In the “Mail Routing Settings” section, select “Automatically Detect Configuration”
10. Do not switch anything in the “Reseller Settings” section
11. Do not switch anything in the “DNS Settings” section
12. Click “Create” button
13. Once it goes to the next screen, click “Go to cPanel” button
14. In the top right, click on your username and select “Change Style”
15. Select the basic style and click “Apply”
16. After you select apply click the grid on the top left right under the word cPanel
17. Once we are in the cPanel scroll down to the “Software” section and click “MultiPHP INI Editor”
18. In the select a location dropdown box select your new domain
19. Change the following numbers:
 - a. 30 to 180
 - b. Keep 60
 - c. 1000 to 1800
 - d. 32M to 256M
 - e. 8M to 20M
 - f. 1440 to 4000
 - g. 2M to 20M
 - h. Click “Apply”
20. After you select apply click the grid on the top left right under the word cPanel
21. Once we are back in the cPanel scroll down to the “Security” section and click “SSL/TLS Status”
22. Click “Run AutoSSL”
23. Make sure your domains both have a green circle around them
24. The two most important are
 - a. Urlexample.com
 - b. www.urlexample.com
25. If you do not get a green circle around them, that means your domain is not pointing to our IP address.
Which you will need to fix
26. If you do get the green circle around them, click the grid on the top left right under the word cPanel
27. Once we are back in the cPanel scroll down to the “Domains” section and click “WordPress Toolkit”
28. Click “Install WordPress”

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29. Fill out the “General” information
 30. Fill out the username (make sure it is the next in sequence)
 31. Email will always be websites@pizzazz-group.com
 32. Fill out your database information
 33. Under “Automatic Update Settings” select “No” for “Update WordPress automatically”
 34. Leave the next two as “Define individually”
 35. Click the “Install” button
 36. Now that WordPress is installed, find the “SSL/TLS” status and click on “Let’s Encrypt” with a Green Triangle
 37. Then click “Turn on redirect to HTTPS”
 38. Switch the “Force HTTPS Redirect” to on and wait for the success prompt in the top right
 39. Then click the back button
 40. The Green Triangle next to “Let’s Encrypt” should now be a Green Lock with a checkmark
 41. Click “Setup”
 42. Now Click the icon next to your login URL to login into your WordPress website
 43. Enter the credentials your made and click “Log In”

Theme

1. Once you are logged into your WordPress Dashboard, hover over “Appearance” on the left side bar and select “Themes”
2. Click the “Add New” button
3. Click the “Upload Theme” button
4. Select “Choose File” and upload the Divi Theme and install
5. Once installed, click “Activate”
6. Delete the preloaded themes so that Divi is the only theme showing
7. Once those are deleted, click the “Add New” button again
8. Click the “Upload Theme” button
9. Select “Choose File” and upload the Divi Child Theme and install
10. Once installed, click “Activate”
11. Now all themes are installed

Plugins

1. In the WordPress Dashboard, hover over “Plugins” on the left side bar and select “Installed Plugins”
2. Select the preloaded plugins and delete them
3. Once deleted, click the “Add New” button at the top
4. Search “WPS Hide Login” and then Click “Install Now”
5. Then click “Activate”
6. Select “Settings” under where it says “WPS Hide Login”
7. Scroll to the bottom and change the login url to “pizzazz-group-login”
8. Change the redirection url to “home”

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9. Save your changes
 10. Go back to your installed plugins and select the “Add New” button again
 11. Search “WP Mail SMTP by WPForms” and then Click “Install Now”
 12. Then click “Activate”
 13. Select “Go back to the Dashboard”
 14. Scroll down to “Mailer” and choose the “Brevo” option
 15. Then scroll down to “API Key” and paste our API Key (API Key will be provided)
 16. Then click “Save Settings”
 17. Now all plugins are installed

Final Steps

1. In the WordPress Dashboard click on “Comments” on the right side bar
2. Delete preloaded comments
3. Then hover over “Settings” on the right side bar and select “Permalinks”
4. Change the common settings section to “Post name”
5. Click save changes
6. You are now Ready to create your site!