

How Do I Create a Website?

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Introduction:

If the free ready-made e-clubhouse website provided by Lions Clubs does not meet your club’s needs, here is a quick guide to developing your own custom site.

Part A. Quick Step-by-Step Summary:

1. **Plan Your Site**
 - Decide the purpose (business, blog, portfolio, nonprofit, etc.).
 - Outline what pages you need (Home, About, Services, Contact).
2. **Choose a Domain Name & Hosting**
 - Register a domain (e.g., *yourname.com*).
 - Get web hosting (shared hosting, VPS, or a website builder’s hosting).
3. **Pick a Platform**
 - **No-code builders** (Wix, Squarespace, Shopify) → easiest option.
 - **Content Management System (CMS)** like WordPress → more control.
 - **Custom code** (HTML, CSS, JavaScript) → most flexible, requires coding skills.
4. **Design & Build**
 - Choose a template/theme or design your own.
 - Add branding (logo, colors, fonts).
 - Insert text, images, videos, and navigation menus.
5. **Optimize for Mobile & SEO**
 - Make sure it looks good on Smartphones and tablets.
 - Use keywords, alt text for images, and fast loading speeds.
6. **Test & Publish**
 - Check all links, forms, and responsiveness.
 - Publish the site to your domain.
7. **Maintain & Update**
 - Regularly update content
 - Keep software and plugins secure and up to date.

Part B: Beginner-friendly checklist without technical jargon:

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1. **Decide what your website is for**
 - Example: a personal blog, business site, online store, or portfolio.
 2. **Pick a name for your website**
 - This is your **domain name** (like *mycoolwebsite.com*).

- You buy it through a domain service (like GoDaddy, Namecheap, or Google Domains).
- 3. **Choose where your website “lives” (hosting)**
 - Think of hosting as renting space on the internet where your website will be stored.
 - Website builders (like Wix, Squarespace, or Shopify) include hosting automatically.
 - If using WordPress, you’ll need to get hosting separately (like GoDaddy, Bluehost or SiteGround).
- 4. **Choose a website builder or tool**
 - **Easiest option:** Website builders (Wix, Squarespace, Shopify) – drag and drop, no coding.
 - **More flexible option:** WordPress – lots of designs and plugins.
- 5. **Design your site**
 - Pick a template/theme you like.
 - Add your logo, colors, and photos.
 - Write your text (Home page, About page, Contact page, etc.).
- 6. **Make it user-friendly**
 - Keep menus simple.
 - Add clear buttons (like “Contact Us” or “Shop Now”).
 - Make sure it looks good on a phone as well as a computer.
- 7. **Publish your site**
 - Click the “Publish” button in your builder or connect your domain.
- 8. **Keep it fresh**
 - Update your content (new posts, products, or info).
 - Check links and contact forms to make sure everything works.

Part C: Beginner-friendly Step-by-Step Guide to making a website with WordPress:

Step 1: Get Hosting + Domain

- Sign up with a hosting company (like **GoDaddy, Bluehost, SiteGround, or HostGator**).
- Most of them will give you a **free domain name** when you register (like *mywebsite.com*).
- During setup, they’ll usually ask if you want to install WordPress — click **Yes**.

Step 2: Log Into WordPress

- Once installed, you’ll go to: **yourwebsite.com/wp-admin**.
- This is your “dashboard” where you control everything.
- Use the login info your host gave you.

Step 3: Pick a Theme (Design Template)

- In the dashboard, go to **Appearance → Themes → Add New**.

- Search for a free theme (like *Astra*, *OceanWP*, *Neve*).
- Click **Install** → **Activate**.
- This sets the look/style of your

Step 4: Add Pages

- Go to **Pages** → **Add New**.
- Common ones:
 - Home
 - About
 - Services/Shop/Portfolio
 - Contact
- Add text, images, and buttons (very much like editing a Word doc).

Step 5: Customize Your Site

- Go to **Appearance** → **Customize**.
- Change colors, fonts, and upload your logo.
- Set your homepage (static homepage or latest blog posts).

Step 6: Add Plugins (Extra Features)

- Plugins = “apps” for your site.
- Go to **Plugins** → **Add New**.
- Some useful ones:
 - **Elementor** (drag-and-drop page builder, makes design easy).
 - **Yoast SEO** (helps people find you on Google).
 - **WPForms** (adds a contact form).

Step 7: Check Mobile View

- In Customize, switch to “mobile view” to make sure your site looks good on a phone.

Step 8: Publish!

- When you’re happy, hit **Publish**.
- Your site is live at *yourdomain.com*.