

WordPress

Info, Tips and Helps for using WordPress, including Gutenberg.

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Featured Image

What is a Featured Image and how do I put one on my page?

The **Featured Image**, which is also called the Post Thumbnail (per the WordPress Codex), is the representative image of a post or page. It is very important to select a featured image for your posts and pages, because this is most often what will show when shared on social media, or texting platforms.

Importance of Featured Images:

- **Visual Appeal:** They make your site look more appealing and professional.
- **Engagement:** They help attract visitors and encourage them to click and read your content.
- **Social Media Sharing:** They are used as thumbnails when your posts or pages are shared on social media.
- **Search Engine Optimization (SEO):** They can help improve your search engine rankings by providing a visual representation of your content.
- **Branding:** They can help establish a consistent visual identity across your site.

How to use Featured Images in Gutenberg:

- **Edit Post/Page:** Open the post or page you want to set the featured image for.
- **Access Featured Image Settings:** In the right-hand sidebar, find the "Featured Image" section.
- **Select or Upload:** Choose an image from the Media Library or upload a new one.
- **Set Featured Image:** Click the "Set featured image" button to assign the image.

For most WordPress themes, a featured image size of 1200 x 628 pixels is generally recommended. This size works well with a variety of themes and ensures the image looks good when shared on social media platforms. However, the optimal size can vary slightly depending on the specific theme and its layout.

[Details video on YouTube](#)

[WPBeginner.com article](#)

Responsive Image Strategy

Image Optimization for Devices

The website's responsive design generally scales images for different screen sizes. However, specific images may require optimization for mobile, tablet, and desktop displays.

Previous Approach

Prior to the current method, a custom CSS solution was used to manage image variations across devices.

New Method

A new and improved method for handling different images for smartphones versus monitors is now available.

Training Resource

View the instructional video for detailed guidance on implementing the new image optimization method.

Please watch the video to see how it's done.

WordPress Releases

Info on the latest versions

<https://wordpress.org/news/category/releases/>

More info:

<https://make.wordpress.org/core/>

Plugins:

Gravity Forms-

<https://docs.gravityforms.com/gravityforms-change-log/>

Rank Math SEO-

<https://rankmath.com/changelog/free/>

WP Popups-

<https://wppopups.com/docs/changelog/>

Copy a Block

How do I copy a Block from another page?

- First, go to the page that has the **Block** you want to copy
- Next, click on the **Document Overview** at the top left (or *Shift+Alt+O*)
- You will now see a dropdown of the **List View** of all your **Blocks**
- Find the **Block** you want to copy and click on it
- In the **List View** that **Block** will now be highlighted.
- Click the three dots for that **Block** and then click **Copy**
- Now go to the page where you want to copy the **Block** to
- On that page, click the plus sign where you want to copy that **Block**
- Type in the **Block** name and when it comes up on the page, click the icon and then the **Ctrl & V keys**
- You should now see that **Block** with all the copied data from the other page

Bulleted List line-height

Is there any way to reduce the line-height of a bulleted list?

- On the page, highlight the entire list
- On the right, click the three dots in **Typography** in the **Block** section
- In the dropdown, click **Line height**
- Click just outside of dropdown
- Adjust line height

Example: jesusfilm.org/unpacking-parables

Test page content to existing page

I'm redesigning a page in a test area. How do I move that page when I'm done to replace the old page?

- First, when in the new design, click on the three dots in the upper right of screen
- Click the **Code editor** in the dropdown to switch to code view
- Copy all the code (Ctrl A and Ctrl C)
- Go to the page that you will update
- If you want to keep a copy of the old look, then click duplicate
- Now on the page that you will update, click to edit
- If still in the **Code editor** mode, just hit Ctrl A, then Ctrl V
- Go back to **Visual editor** (back in the three dots dropdown) mode and check your work
- If all is okay, then save and the page will be updated

JFP Brand shape for image

How do I get my image on a page to have the JFP Brand shape?

- Go to the page with the image you want to update
- Click the image
- On the sidebar on the right, click the **Styles** tab
- In the Styles area click the **Clip Path** button
- You will see the image change to the JFP Brand shape
- **Update** the page and you're done

Example: jesusfilm.org/resources/pray/2025-06-country

Make a page not searchable

How do I make a page so it's not searchable when someone does a Google search?

- First, go to the page
- In the upper right, click on the **Rank Math** button
- In the dropdown, click from **General** to the **Advanced** tab
- You will see the **ROBOTS META**
- Click the **No Index** and **Nofollow** checkboxes
- For more info on those choices, click the question mark next to each
- Update the page to save your work

Schedule update to existing page

Can I schedule an update to an existing webpage?

- Yes, it's called a **Revision**
- Find the page you want to update and click **Revision** (not **Edit**)
- When page opens, click the **Publish link** on the upper right
- Add date and time, and close
- Now edit the page and click purple **Save draft** button when done
- You can edit more or even come back later if needed
- When finished, click **Save draft** again and then the purple **Approve** button (do not need to **Submit** for approval)
- When you leave the page, you can see the status of your update in the **Revisions** tab on the left
- If any further updating is needed to the page before it publishes, open that page in **Revisions**