

**HOW TO GUIDE FOR STUDENTS** 

# **OBJECTIVES**

### Backup, security and encrytion.

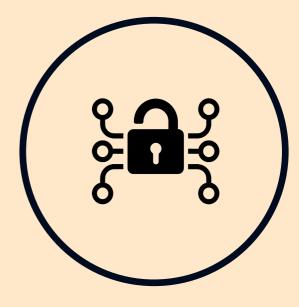
It is extreamly important to ensure proper practice of storing and protecting files and data on WordPress. The following plugins will ensure your WordPress blog is protected from viruses, hardware failure and human error, providing you with peace of mind.



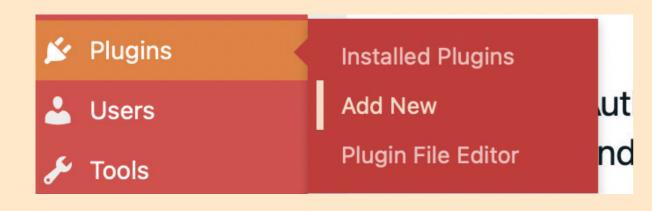
Create a backup using UPDRAFT



Secure your account using WORDFENCE



Encrypt your account using BOXCRYPTOR



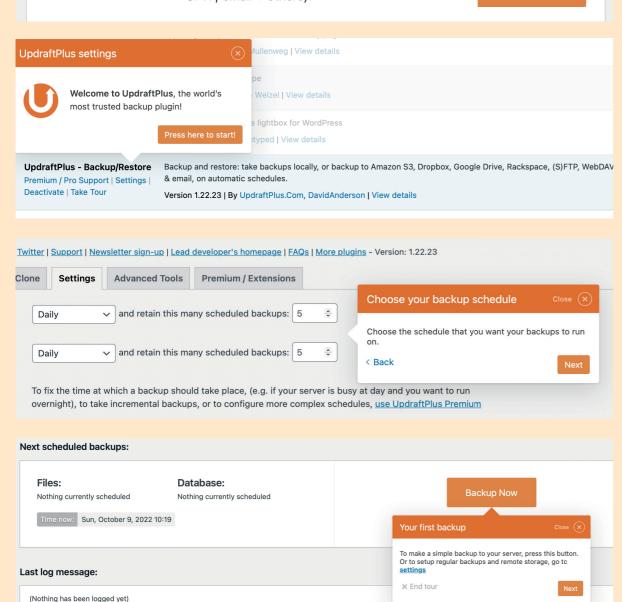


### UpdraftPlus WordPress Backup Plugin

Backup and restoration made easy. Complete backups; manual or scheduled (backup to Dropbox, S3, Google Drive, Rackspace, FTP, SFTP, email + others).

More Details

Activate



## **UPDRAFT**

UPDRAFT is a plugin used to backup data in WordPress. UPDRAFT protects data agaisnt human error, hardware failure and virus attacks.

Follow the simple steps below to backup data.

#### Step 1

Access your WordPress dashboard and locate the plugin menu.

### Step 2

Search for the UPDRAFT plugin, intall and activate the plugin.

### Step 3

Follow the onboarding sequence.

### Step 4

Adjuct the backup schedule in settings.

### Step 5

Click on BACKUP NOW to create a backup.

## WORDFENCE

WORDFENCE is a plugin used to secure data in WordPress. WORDFENCE analyses threats and blocks malicious activity. Helping to secure data.

Follow the simple steps below to secure data.

#### Step 1

Access your WordPress dashboard and locate the plugin menu.

### Step 2

Search for the WORDFENCE plugin, install and activate the plugin.

### Step 3

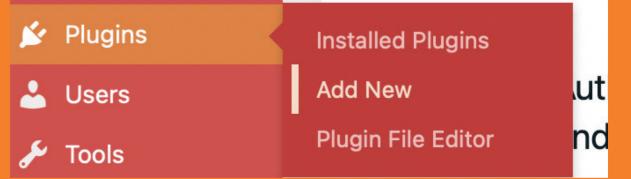
Set your prefared email in the widget to recieve security updates.

### Step 4

Scan WordPress to receive insight into account safety.

### Step 5

Review malicious activity blocks.





### Wordfence Security – Firewall & Malware Scan

Install Now

**More Details** 

Secure your website with the most comprehensive WordPress security plugin. Firewall, malware scan, blocking, live traffic, login security & more.

By Wordfence

Please Complete Wor	Wordfence' Securing your WordPress website
	You have successfully installed Wordfence 7.7.1
	Please tell us where Wordfence should send you security alerts for your website:
	you@example.com
	We do not use this email address for any other purpose unless you opt-in to receive other mailings. You can turn off alerts in the options.  Would you also like to join our WordPress security mailing list to receive WordPress security alerts and Wordfence news?
All (7)   Active (3)   Inacti	I have read and agree to the <u>Wordfence License Terms and Conditions,</u> the <u>Services Subscription</u> Agreement, and Terms of Service, and have read and acknowledge the Wordfence Privacy Policy.



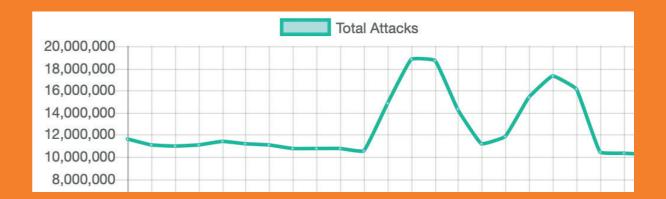
**Manage Scan** 

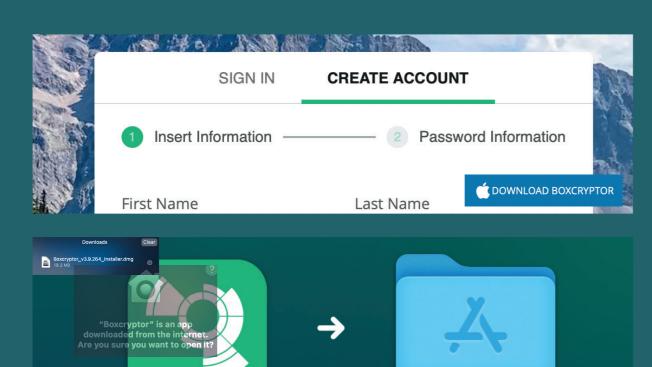


Firewall

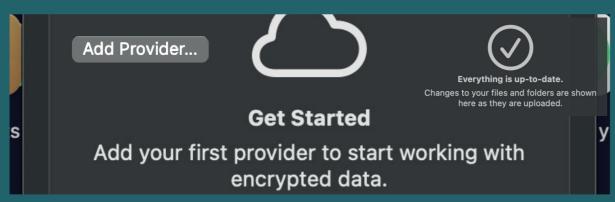
Protection from known and emerging threats

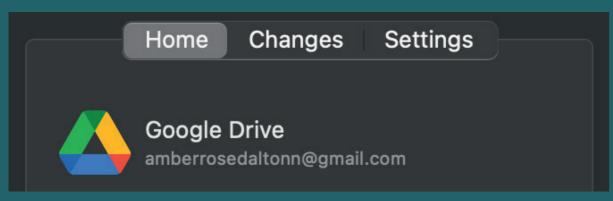
Manage Firewall











## **BOXCRYPTOR**

BOXCRYPTOR is an external service that provides an extra layer of protection for cloud storage by encrypting local files on a device.

Follow the simple steps below to encrypt local files.

### Step 1

Open

Create an external BOXCRYPTOR account and download the application onto your device.

### Step 2

Instal BOXCRYPTOR by dragging and dropping the file into applications.

### Step 3

Open BOXCRYPTOR and sign in.

### Step 4

Add a provider to start protecting data.

### Step 5

Review protected accounts to ensure they're correctly protected through the desktop widget.

## BUBMENTOR

ELEMENTOR is a plugin used for post customization. Create attractive websites using the plugin to drive and engade an audience.

Follow the simple steps below to start designing.

### Step 1

Access your WordPress dashboard and locate the plugin menu.

### Step 2

Search for the ELEMENTOR plugin, install and activate the plugin.

### Step 3

Review ELEMENTOR settings through the WordPress dashboard.

### Step 4

Add a new post or edit an existing one with the ELEMENTOR widget found at the top of the page.

### Step 5

Customize posts using a wide range of widgets from the ELEMENTOR plugin.

