**Website Terminology**

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|  | **Google Site** | **WordPress Site** |
| *Included in*  *both platforms:* | **Pages** – web pages  **Themes** – look, feel, layout, colors of the site. Can change the theme at *any time*!  **Menus** – easy way to access pages.  **Blocks\*** – containers (on a page or post) that hold text, pictures, etc.  **Dashboard\*** – the overview/big picture of the elements of the site. | |
| *Google only:* | You can insert directly from Google Drive/Google docs |  |
| *WordPress only:* |  | **Posts** – These are blog (web log) posts. Which are handled differently from *pages*.  **Widgets**† – small boxes that do something (e.g., play audio)  **Plugins**† – extra features that can be added to WordPress |

\*Google may not use the terms ‘blocks’ and ‘dashboard,’ but they are there.

†Google does not have widgets and plugins, but does have some things (such as maps, calendars, and image carousels)

**Note on formatting a web page:**

The language (HTML) is set up with the assumption that the web page will be organized.

* Generally, you do *not* change the *font size* as you would in Word. Instead use **headings** (there are various levels of headings H1, H2, H3,…). And you do want to use headings and subheadings to organize your page(s) to held guide your reader/visitor.
* You can use numbered lists and bulleted lists (like this one).
* There is text formatting such as **bold** and *italics*.