WordPress Content Management System (CMS) Knowledge Test for UNILORIN Computer Services & Information Technology (COMSIT) Directorate

Name: ……………………………………………………………………………………

Email: …………………………………………………………………………………

This test is designed to assess your knowledge on WordPress CMS, attempt all.

1. How do you log in to the WordPress Dashboard?
   a) By typing /login after the website URL
   b) By typing /wp-admin after the website URL
   c) By typing /dashboard after the website URL
   d) By typing /control after the website URL

2. What section in WordPress allows you to add a new blog post?
   a) Pages
   b) Posts
   c) Media
   d) Settings

3. Where can you add a new page in WordPress?
   a) Posts > Add New
   b) Pages > Add New
   c) Settings > Add New
   d) Media > Add New

4. What is the "Publish" button used for?
   a) To delete a post
   b) To make a post live on the website
   c) To save the post as a draft
   d) To preview the post

5. Where can you edit an already published post or page?
   a) Under the Media section
   b) In the Comments section
   c) By clicking on the post or page in the Dashboard
   d) In the Settings section

6. What is the "Add Media" button used for?
   a) To change the website theme
   b) To add images, videos, or files to a post or page
   c) To upload plugins
   d) To edit the website's header

7. What is the difference between a page and a post?
   a) Posts are time-sensitive, and pages are not
   b) Pages are for blog entries, and posts are for static content
   c) Pages appear on the blog roll, but posts do not
   d) Posts are private by default, and pages are public

8. How do you save your work without publishing it?
   a) Click "Preview"
   b) Click "Save Draft"
   c) Click "Publish"
   d) Click "Update"

9. Where do you add tags to a post?
   a) In the Media section
   b) In the Tags section under the post editor
   c) In the Appearance menu
   d) In the Comments section

10. What is the purpose of categories in WordPress?
    a) To add images to a post
    b) To organize posts into topics
    c) To set user roles
    d) To create pages

11. How do you add a featured image to a post or page?
    a) In the Media Library
    b) By clicking "Set Featured Image" in the post/page editor
    c) By dragging the image to the header section
    d) By editing the WordPress theme

12. What is the "Preview" button used for?
    a) To publish the post immediately
    b) To see how the post will look before publishing
    c) To delete the post
    d) To save the post

13. Where can you update the content of an existing page?
    a) Media > Library
    b) Pages > All Pages
    c) Posts > All Posts
    d) Comments > Edit

14. What happens when you click "Update" on a page or post?
    a) It deletes the page or post
    b) It saves the changes and updates the live website
    c) It creates a backup
    d) It sends an email notification

15. What is the Media Library used for?
    a) To create posts
    b) To manage images, videos, and files
    c) To edit themes
    d) To view comments

16. How do you remove an image from a post or page?
    a) Delete it from the Media Library
    b) Click on the image and choose "Remove"
    c) Change the theme
    d) It cannot be removed

17. How can you change the text of a published post?
    a) By deleting the post and creating a new one
    b) By going to Posts > All Posts and clicking "Edit"
    c) By uploading a new file in Media Library
    d) By changing the site settings

18. What is the "Quick Edit" option used for?
    a) To edit the website theme quickly
    b) To make minor changes to the title, categories, or tags of a post or page
    c) To change the content of a post
    d) To upload files quickly

19. How do you schedule a post to publish at a later time?
    a) Use the "Save Draft" button
    b) Set the date and time under "Publish" settings
    c) Use the "Schedule Later" plugin
    d) It cannot be scheduled

20. What happens when you move a post to the trash?
    a) It is permanently deleted immediately
    b) It stays in the trash until permanently deleted or restored
    c) It gets archived
    d) It becomes invisible but is still live on the site

1. How do you log in to the WordPress Dashboard?
   Answer: b) By typing `/wp-admin` after the website URL

2. What section in WordPress allows you to add a new blog post?
   Answer: b) Posts

3. Where can you add a new page in WordPress?
   Answer: b) Pages > Add New

4. What is the "Publish" button used for?
   Answer: b) To make a post live on the website

5. Where can you edit an already published post or page?
   Answer: c) By clicking on the post or page in the Dashboard

6. What is the "Add Media" button used for?
   Answer: b) To add images, videos, or files to a post or page

7. What is the difference between a page and a post?
   Answer: a) Posts are time-sensitive, and pages are not

8. How do you save your work without publishing it?
   Answer: b) Click "Save Draft"

9. Where do you add tags to a post?
   Answer: b) In the Tags section under the post editor

10. What is the purpose of categories in WordPress?
    Answer: b) To organize posts into topics

11. How do you add a featured image to a post or page?
    Answer: b) By clicking "Set Featured Image" in the post/page editor

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    Answer: b) Set the date and time under "Publish" settings

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