


# “How To....” Guide for your Flat White Website



## The “Coming Soon” page, and how to deactivate it.

When you first receive your Flat White Design website, it will have a Coming Soon page:

**Coming Soon Page:**  
this is what visitors will see when they visit your website.



Prototype Website

This is what will show up on your Coming Soon page - don't include contact details as these will load automatically

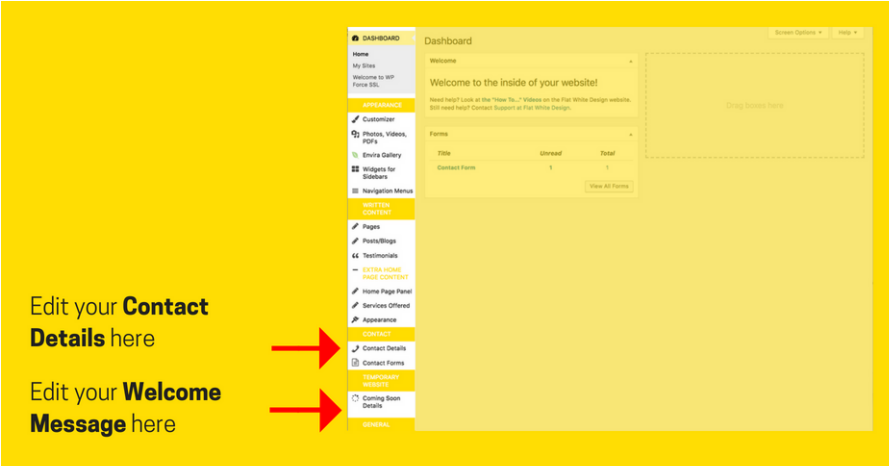
@  
penny@flatwhitedesign.co.uk

07968 196 554  
03977 395857

You can add a Welcome Message

Contact details will be already loaded.

You can add a Welcome Message, and edit your Contact Details within the [WordPress dashboard](#):



Edit your **Contact Details** here

Edit your **Welcome Message** here

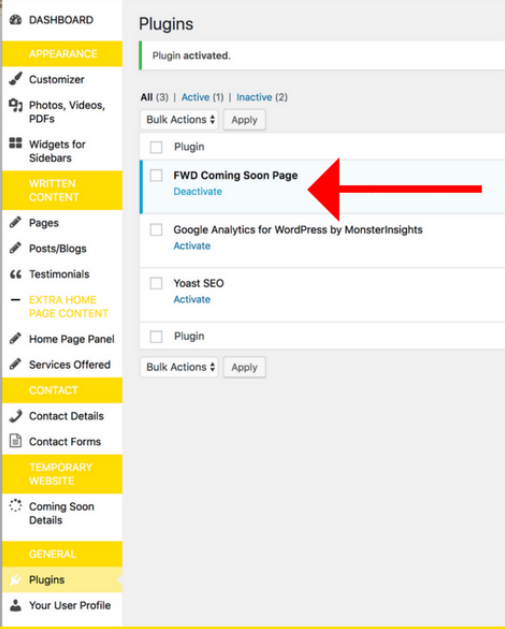
When you log in to your website, you will be able to see the website in full, even though no-one else can. You can carry on adding content until you are ready for your website to go live.



# Deactivating the Plugin

When you are ready for your website to go live, you just Deactivate the Plugin:

When your website is ready, **deactivate your "Coming Soon" Page:**



**1 Click on Plugins** within your WordPress Dashboard

**2 Under FWD Coming Soon Page, click Deactivate**

The screenshot shows the WordPress dashboard with the 'Plugins' menu item selected in the left sidebar. The main content area displays a list of installed plugins. The 'FWD Coming Soon Page' plugin is highlighted, and a red arrow points to the 'Deactivate' link next to it. Other plugins listed include 'Google Analytics for WordPress by Monsterinsights' and 'Yoast SEO'.

If you ever want to make major changes to your website that you don't want visitors to see, just Activate the Plugin and change the Welcome Message. When you are ready to go again, just Deactivate.

