

# Villagio WordPress Theme Documentation

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## Installation

To instal the Villagio theme, follow these steps:

1. In your WordPress admin panel, go to *Appearance* → *Themes* and click the Add New button.

2. Click *Upload Theme, Browse and Choose File*; then select the theme's ZIP file. Click *Install Now*.
3. Click *Activate* to use your new theme.
4. Install required plugins (you'll be offered to install them).
5. Configure Jetpack plugin - connect it to wordpress.com via WordPress dashboard. If you don't want to connect your site to wordpress.com, enable [Developer mode](#) by adding `define( 'JETPACK_DEV_DEBUG', true);` to your config.php file. Alternatively, to use the Developer mode, you may install the [Jetpack Dev Mode](#) plugin.

**Note:** we strongly recommend using child theme *villagio-child* that comes in the theme package (downloadable files) for your custom modifications. This will help you keep your content despite main theme updates.

## Import sample data

### One Click Demo Import

Since version 1.4.0, we provide an easy way to import sample data with a **plugin One Click Demo import**. To import sample data in one click, install the recommended plugin “One Click Demo Import (for first theme installation).” offered during the theme installation → then navigate to Appearance > Import Demo Data on your WordPress dashboard and import sample data.

There are also two alternative ways on how to import sample data:

**Choose the most suitable option:** import sample data from **.sql file** (if it's a fresh installation without custom content and you just want to make your site look like our demo) or **xml file** (if

you have content on your website that you do not want to lose and you only need to add sample data of the hotel booking plugin).

You should be able to find **manual-install** zip archive that comes in the theme package (downloadable files). You'll be working with it in any of the following cases.

## Import sample data from xml file

1. Install WordPress if you have not already done that.
2. Add the theme via FTP or by uploading it via WordPress Dashboard.
3. Activate the theme and install required plugins (Jetpack, Hotel Booking).
4. Connect Jetpack to WordPress.com (it's free) or temporarily install and activate 'Jetpack Dev Mode' plugin. <https://wordpress.org/plugins/jetpack-dev-mode/>
5. Navigate to WordPress Dashboard > Jetpack > Settings and enable Testimonials.  
Activate other Jetpack modules like 'Contact Form' following this URL  
`your_website_url/wp-admin/admin.php?page=jetpack_modules` (replace `your_website_url` with your domain name).
6. Navigate to Dashboard → Tools → Import and click on the 'Run Importer' link.  
You may need to install WordPress importer first by pressing 'Install Now' under WordPress label.
7. Click 'Browse' button and select *villagio.wordpress.theme.xml*.
8. Click 'Upload file and import'.
9. Select 'Download and import file attachments'.
10. Click 'Submit'.
11. Wait until the import is complete.
12. Navigate to Dashboard → Settings → Reading Settings.

13. Choose “The villa rental expert” the home page and “News” for the posts pages. Save changes.

14. Navigate to Dashboard → Appearance → Menus to configure your menus.

Select 'Primary' menu and add pages you would like to be displayed in your main menu.

Choose 'Display location' as 'Primary'. Save Menu. Repeat with other locations.

15. Navigate to Dashboard → Appearance → Widgets to configure your widgets.

Add 'Accommodation type' widget to 'Front Page Top' area. Add other widgets you would like to other widget areas.

## Import sample data from .sql file

1. First, you need to upload media files to your server. For this try to connect to your server (where WordPress is installed) using any FTP client (e.g. Filezilla, Cyberduck, Transmit) or File Manager - service on your hosting control panel. Then navigate to your site root folder/wp-content/ and upload directory from manual\_install that is called **/uploads**

2. After that you should find *villagio.sql* file in the package with sample data and open it with file editor like Notepad++, Coda, Atom, etc. and use '**Search and Replace**' option.

**Find:** `your_website_url_here`

**Replace with:** ***https://your-site.com*** (add your website URL address without a trailing slash)

Click **Replace all** and save changes.

**Note:** By default WordPress table prefix is `wp_`. If there is custom table prefix in your database, you need to replace it in SQL file, too. You can find your WordPress table prefix in **wp-config.php** file at the site root folder on the server. In the example below you can see custom table prefix `mp_`

**Example:** `$table_prefix = 'mp_';`

So once you found your table prefix, copy it and open *villagio.sql* file with file editor and use '**Find and Replace**' option again:

**Find:** `wp_`

**Replace with:** `custom_table_prefix_` (note there is underscore `_` at the end)

Click **Replace all**

After that:

**Find:** `_custom_table_prefix` (note there is underscore `_` at the beginning)

**Replace with:** `_wp`

Click **Replace all**

Save the changes and proceed to the next step.

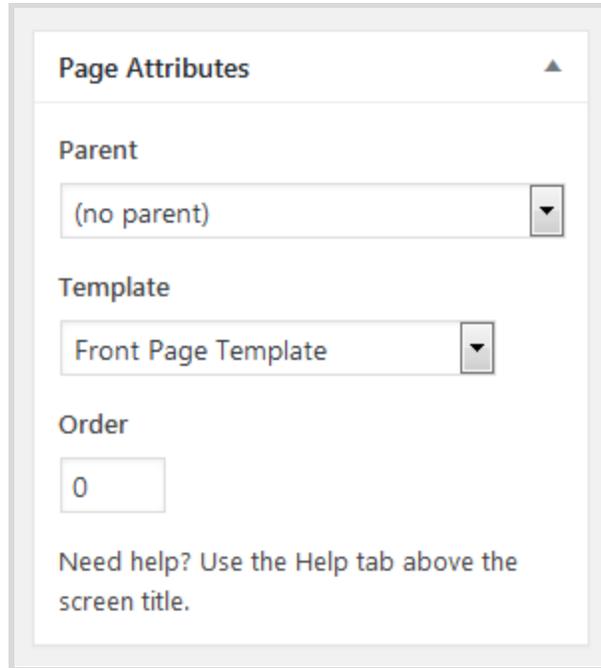
3. Connect to PhpMyAdmin tool - usually it can be found in your hosting account or cPanel.

Once you are in PhpMyAdmin interface, you should click on the database name in the left sidebar and find **Import** tab at the top. Click **Import** and upload the edited *villagio.sql* file. After the message about successful import you can go and check your site.

## Set up the front page

Here are the steps to set up your front page:

1. Go to Pages → Add New and add a page.
2. Label it appropriately, e.g. *home page*, *front page*.
3. In the Page Attributes, select Front Page template.
4. Publish your page.



**Page Attributes**

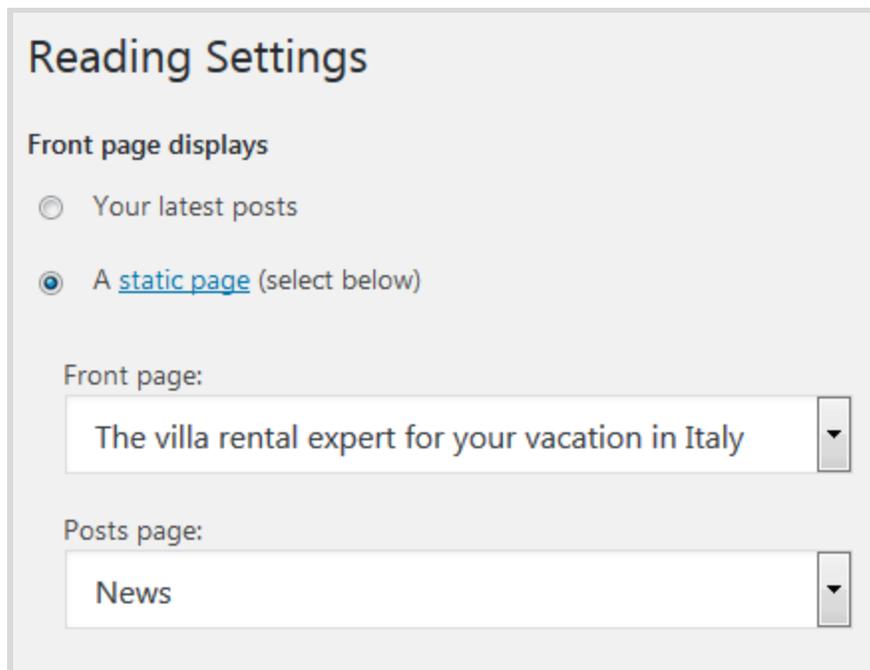
Parent  
(no parent)

Template  
Front Page Template

Order  
0

Need help? Use the Help tab above the screen title.

5. Go to Settings → Reading: set “Front page displays” to *Static Page*.
6. In Settings → Reading set Front Page to the one you created during the step #2.



## Reading Settings

**Front page displays**

Your latest posts

A [static page](#) (select below)

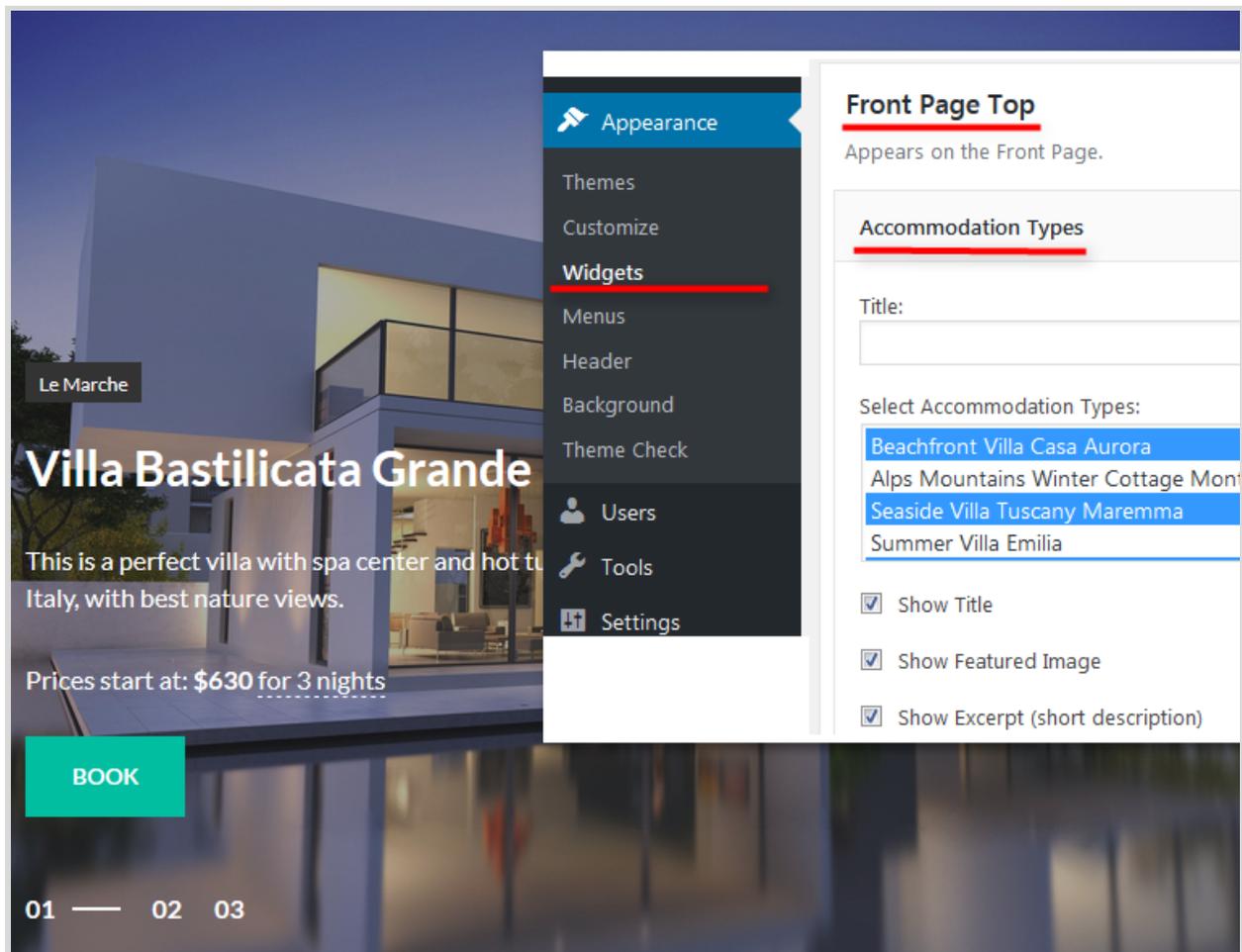
Front page:  
The villa rental expert for your vacation in Italy

Posts page:  
News

7. Save changes.

# Edit front page

The front page features 2 sections: 1 widget area (by default, the slider with Accommodation types is featured):



And content area, where you can add any texts, media and shortcodes. By default, it features the MotoPress Hotel Booking plugin shortcode that shows the villas and the Search Availability form (you'll work with shortcodes when setting up the Hotel Booking plugin):

Villagio offers diverse villas in different regions to help you spend your dream vacation in Italy. Book your villa online quickly and safely.

`[mphb_availability_search]`

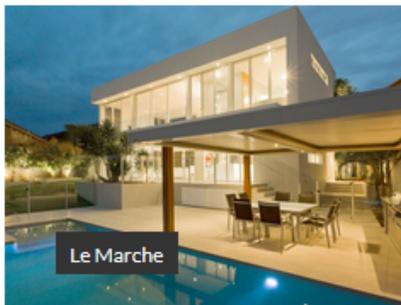
`[mphb_rooms view_button="true"]`

## The villa rental expert for your vacation in Italy

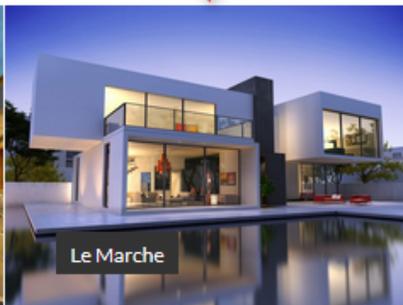
Villagio offers diverse villas in different regions to help you spend your dream vacation in Italy. Book your villa online quickly and safely.

Check-in\*      Check-out\*      Adults      Children

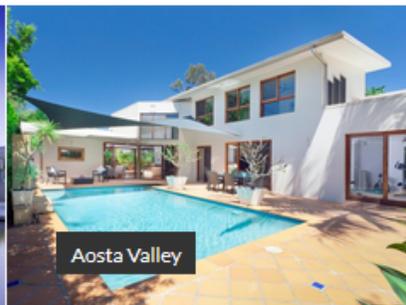
Check-in Date       Check-out Date       1       0       **SEARCH**



**Le Marche Etna House**



**Villa Bastilicata Grande**



**Summer Villa Emilia**

In case you want to list accommodations in 2 or 4 columns grid you can add 'class' parameter to `[mphb_rooms]` shortcode with value *grid-view* and column count like *columns-2* and *columns-4*. So the shortcode will look like this:

```
[mphb_rooms class="grid-view columns-2"]
```

And Testimonials shortcode by Jetpack:

## Guest Reviews



“

I was in Italy for the first time and stayed by chance in a winter cottage Monte Bianco. I must say that was an unforgettable experience!

— [JOE DOE](#)

## Guest Reviews

[testimonials columns="3"]

## WordPress Customizer settings

The front page of Villagio can be easily editable with the WordPress Customizer - a live editor.

To start working with it, go to your *WordPress dashboard* → *Appearance* → *Customize*.

With its help you can edit:

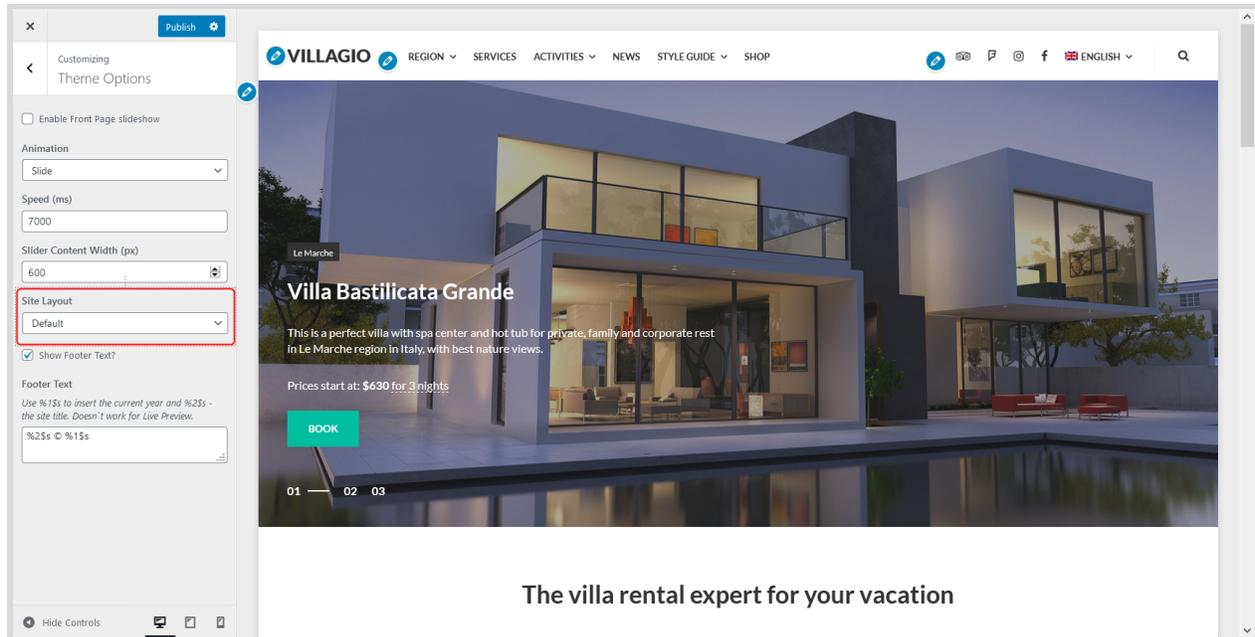
### Site title and logo

While the WordPress Customizer is opened, go to *Site Identity* to edit site title and logo. Here you can also update the tagline.

## Theme options

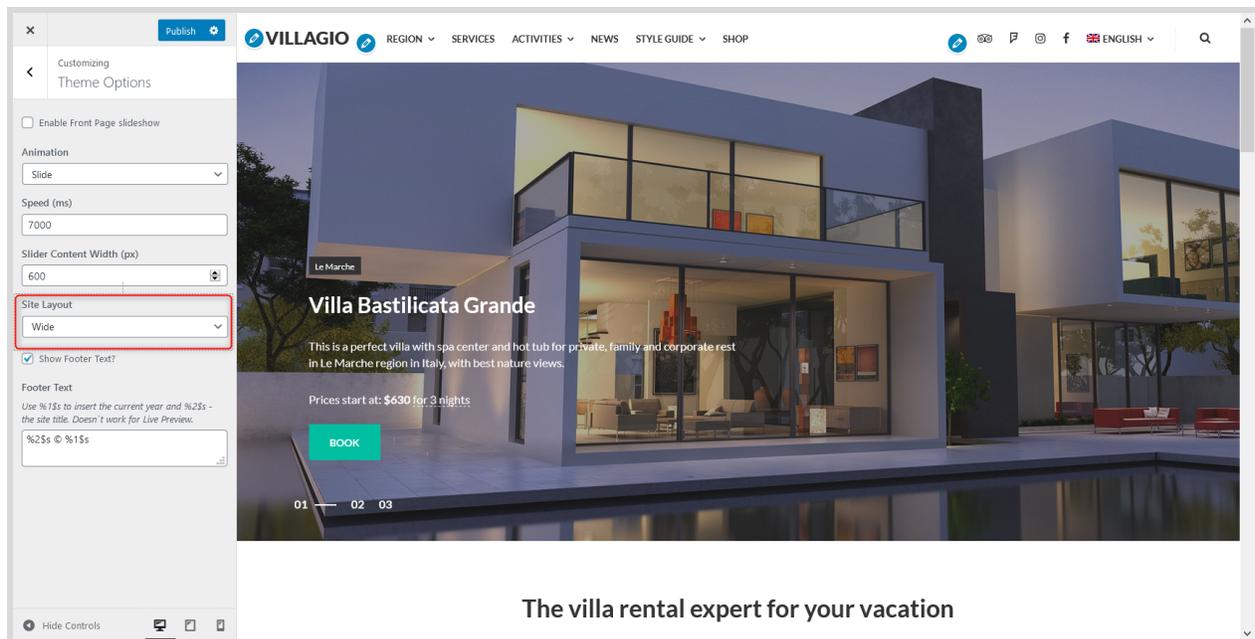
- Optionally enable the front page slider (choose the animation effect for it and set the slider width)
- Change a site layout:

### Default site layout



The screenshot shows the 'Theme Options' panel on the left side of the Villagio website. The 'Site Layout' dropdown menu is highlighted with a red box and set to 'Default'. The main preview area displays a modern villa with a swimming pool. The text on the page includes 'Villa Bastilicata Grande', 'This is a perfect villa with spa center and hot tub for private, family and corporate rest in Le Marche region in Italy, with best nature views.', 'Prices start at: \$630 for 3 nights', and a 'BOOK' button. The footer text reads 'The villa rental expert for your vacation'.

### Full-width site layout



The screenshot shows the 'Theme Options' panel on the left side of the Villagio website. The 'Site Layout' dropdown menu is highlighted with a red box and set to 'Wide'. The main preview area displays the same villa and pool as the previous screenshot, but the text and 'BOOK' button are now wider, spanning more of the page's width. The footer text remains 'The villa rental expert for your vacation'.

- Show or hide footer text.

## Colors

You can change the color scheme yourself easily with a color picker. To change colors, go to *Colors* in the WordPress Customizer.

You can change the background color, main text color, brand color, and brand color hover for buttons.

## Background image

If you want to set your custom image on the background, navigate to *Background image* in the WordPress Customizer and upload it.

The changes you make in the left-hand side menu are instantly visible (but not saved until you click the Save button). You may also notice the blue icons with the pencil - you can click on them to get instant access to all theme parts you want to modify.

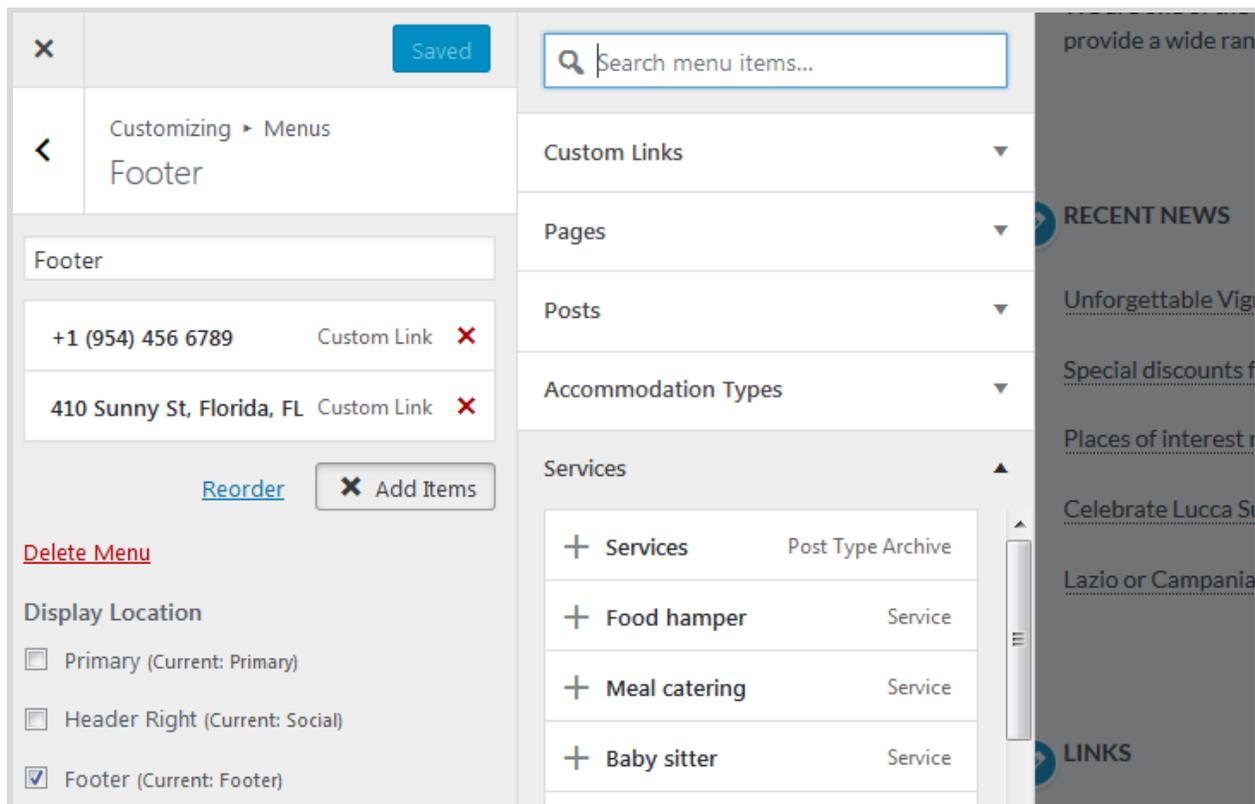
## Menus

There are 4 menu locations in footer and header: Footer, Links, Primary, Social. You can customize or delete any of them.

To edit any of the menus, go to *WordPress Customizer* → *Menus*.

The alternative way to customize your menus from the WordPress dashboard is via *Appearance* → *Menus*.

Here is how you can customize menus visually via WordPress Customizer: simply drag and drop the items, edit their content.



## Social icons

To add social icons to the Header menu, navigate to *WordPress Customizer* → *Menus* → *Add Menu* → *Add Custom links* → *Header Right (Social)* with the appropriate names (e.g. Twitter, Tripadvisor) and links to your social media accounts.

In the *Display Location* menu choose the menu where the social icons should be displayed.

**Note:** the social media *icons* are displayed only in Social menu in header; in other menu locations the links to your social media accounts will be displayed as *text*.

# Widgets

Villagio features just one widget area on top of the front page: Accommodation types slider by default. You can view, add or delete widgets in the *Appearance* → *Widgets*. New widgets may appear when you enable new plugins.

**Footer Right** ▼

**Front Page Top** ▲  
Appears on the Front Page.

**Accommodation Types** ▲

Title:

Select Accommodation Types:

- Beachfront Villa Casa Aurora
- Alps Mountains Winter Cottage Monte Bianco in Aosta Valley
- Seaside Villa Tuscany Maremma
- Summer Villa Emilia

Show Title

Show Featured Image

Show Excerpt (short description)

Show Details

Show Price

Show Book Button

[Delete](#) | [Close](#) Save

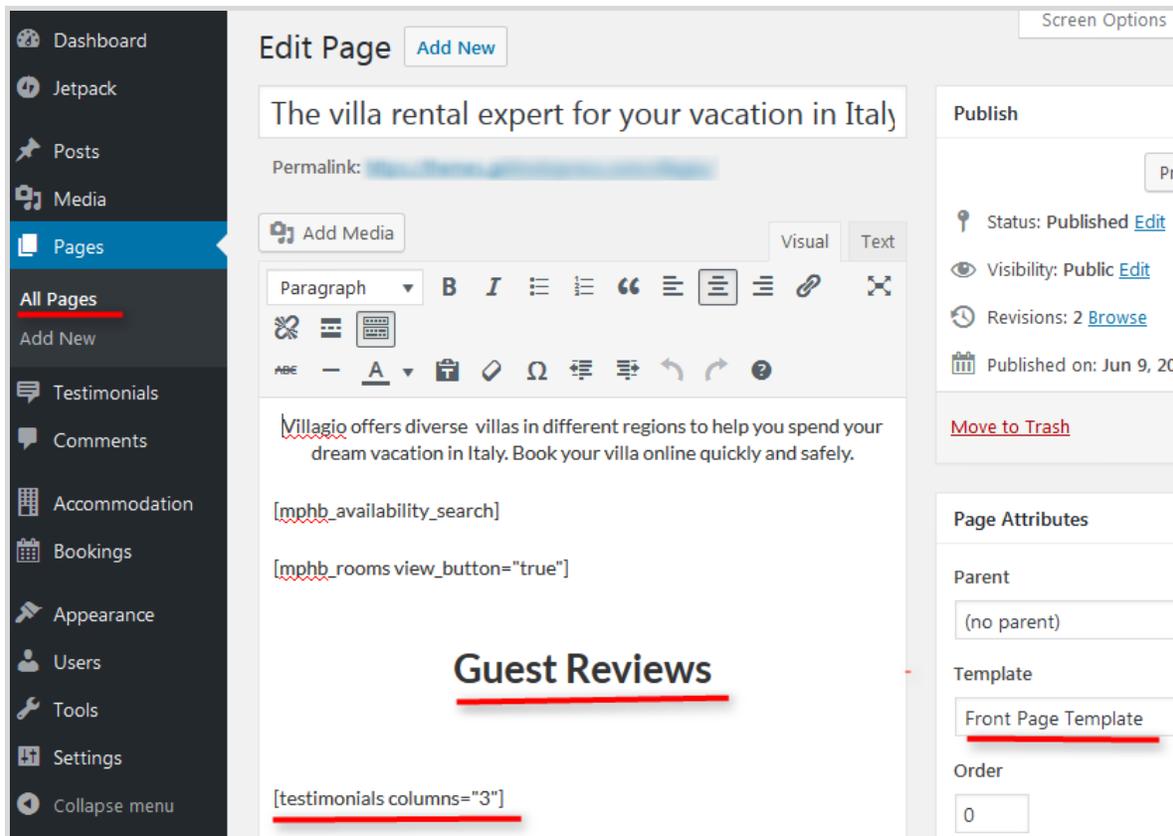
If you want to change the slideshow effects or set the time for sliding the properties automatically, go back to the *Customizer* → *Theme Options* and apply preferable settings.

## Testimonials

Testimonials are powered by the Jetpack plugin.

To display the Testimonials on the front page, you should add them via shortcode in a standard TinyMCE - content area of the page. Here are the steps:

1. Add the testimonials content via *WordPress dashboard* → *Testimonials*. To later showcase them on the website use the shortcode `[testimonials]`
2. Go to the needed page or post (e.g. home page) and add the shortcode with your custom parameters (more shortcode attributes for modifying Testimonials layout can be found [here](#).)



Feature accommodations and enable booking service

We developed our custom hotel room/property booking plugin ([MotoPress Hotel Booking plugin](#)) and integrated it with the Villagio WordPress theme, so your your hotel will be presented perfectly and will function properly online. When installing the theme, you'll be offered to install the Hotel Booking plugin.

The plugin fulfills several functions: with its help you can present all accommodations, services, details of the hotel as well as turn on online reservation of your property.

Here is a quick guide of how to create accommodations listing with booking service enabled:

1. If the MotoPress Hotel Booking plugin is activated, two menus should appear: *Accommodation and Bookings*. By default, the property reservation option is enabled (Accommodation → Settings → Disable Booking).
2. Start with adding *Seasons* - specific time periods that can come with different pricing for villas/apartments (for example, *Summer, 2018; April, 2018*).
3. Add a full list of available hotel *Services* (paid or free, e.g. *parking, luggage storage, spa service*).
4. Add *Accommodation types* (summer villa, winter villa) specifying their descriptions, facilities which are free amenities (e.g. *air conditioning, slippers*) and additional services/packages available (e.g. *parking, spa*).
5. Add *Rates* to present the same accommodations with different conditions (e.g. *refundable* versus *non-refundable*). Your guests will be able to choose rates when booking a property.
6. Create different categories (for example, regions) and set the needed ones to the appropriate properties. They will be showcased right on the preview image:



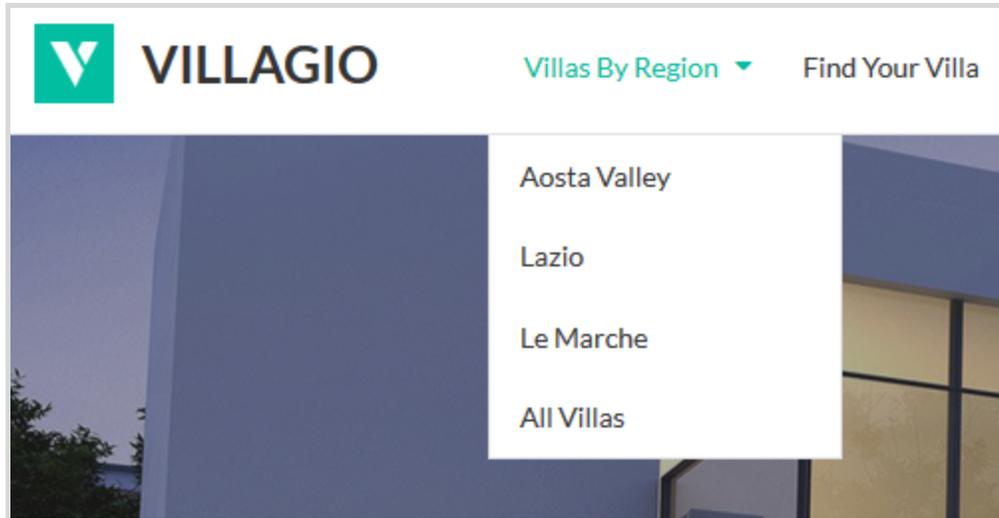
**Seaside Villa Tuscany Maremma**

A beautiful villa in one of the most attractive destinations of Italy – in Maremma coastline area, in northwestern Italy.

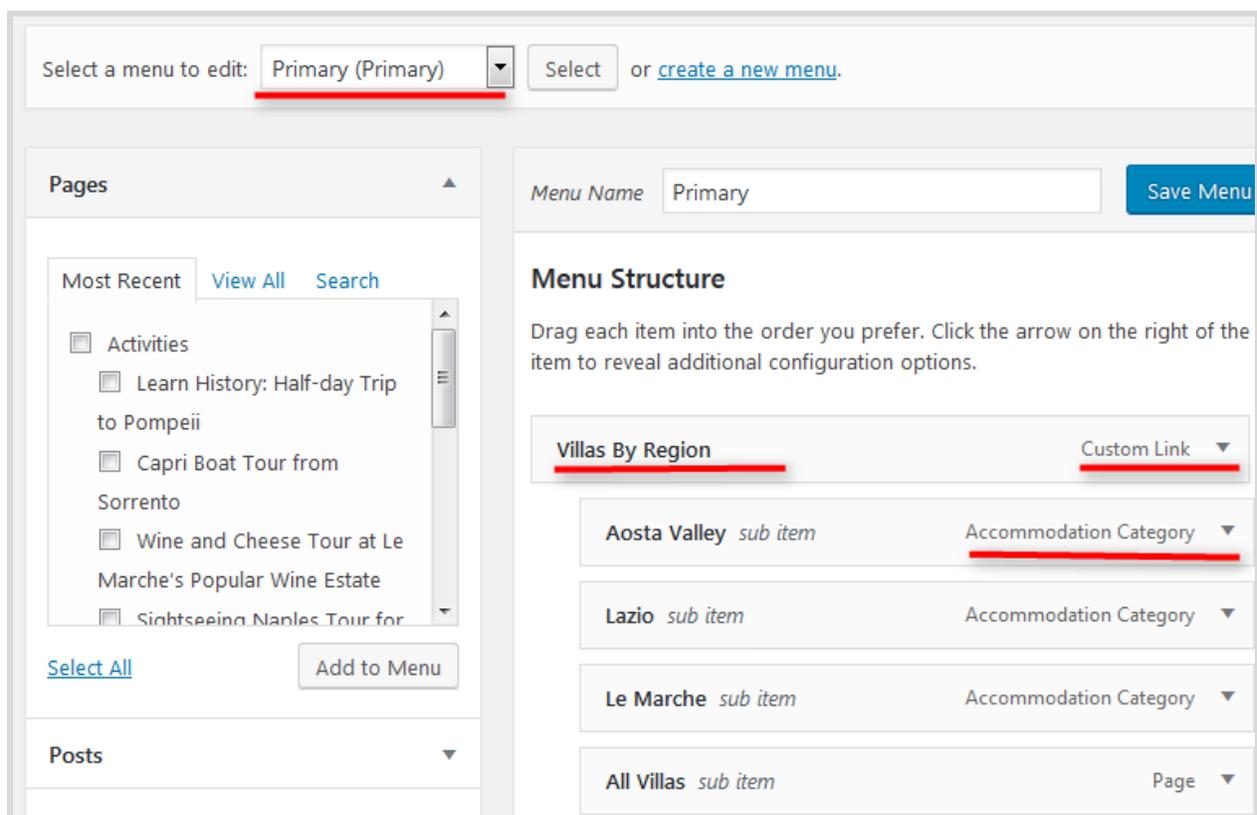
---

 4  240m<sup>2</sup>

You may also put all categories into the separate menu:



Go to *Appearance* → *Menus* to customize this menu:



*Please note* - so far, you are not able to include categories (regions) into the Search availability form, so your guests should firstly choose a category (region) and then check whether the property in this region is available for their dates. In this case, if you prefer guests to choose an accommodation by region and then book it (or, if you offer vacation rental/BnB that is generally booked like 1 item), you'll most likely need to **turn off** the following option: "*Recommend the best set of accommodations according to a number of guests*" (go to the plugin: Accommodation → Settings → General → untick the option).

7. Create all needed pages (you should be offered to install these pages automatically): Search Results, Search Availability, Complete Booking, Booking Confirmation, Booking Cancellation pages with appropriate shortcodes and messages.

8. Navigate to configure general plugin *Settings and Payments*. (the plugin supports multiple bookings reservation so you have no limit in setting adults and children number for the search availability form).

9. Configure *Language* settings.

10. Go to *Shortcodes* to get the needed ones and add to the needed pages and posts.

11. To view, add or delete your real booking requests, go to *Bookings* menu.

12. Create your booking rules to manage all or individual accommodations: go to *Bookings* → *Booking rules*. These rules allow you to set minimum and maximum check-in and check-out dates, minimum and maximum stay-in days for all or individual accommodations. Also, using this menu you'll be able to block the booking option for chosen accommodations at specific periods of time.

13. If you want to create discount coupons and provide your clients with them, create and customize them via *Bookings* → *Coupons* → *Add New*.

This is just a quick guide. Most likely you'll need more details on how to work with the plugin, so please take a look at the [plugin's docs here](#).

The appropriate plugin's content and functionality can be also added to site pages through *Widgets menu*.

## Page templates

There are several page layouts you can work with:

1. Page with sidebar (default)
2. Page without sidebar
3. Full width page template
4. Front page
5. Grid with sidebar (displays content and child pages in a grid layout)
6. Grid without sidebar (displays content and child pages in a grid layout)

## Blog

Follow the steps below to display blog posts on your website instead of a static front page (the one with your custom content blocks):

1. Create new page and name it accordingly (*blog, news, etc.*).
2. In *Settings* → *Reading* set "Posts page" to *blog, news, etc.* you just created.
3. Scroll down and Save changes.
4. If you want your front page to show latest posts, Navigate to *Appearance* → *Customize* → *Static Front page* → set to show "*Your latest posts*".