TEST VERSION 0.1.3

User Guide

Build a complete website in minutes. This guide takes you from installing the plugin to a finished, edited, multi-language website, with a picture for every step.

Website: tilo.ncdt.ngo

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1. Welcome

Tilo is a WordPress plugin that gives you a finished website instead of a blank page. You pick one of hundreds of ready-made layouts, answer a few questions, and Tilo builds the pages, the menu, the colours and the fonts. Then you change any word or picture in a visual editor that shows the page exactly as visitors will see it.

Tilo is made so you can spend your time on your content. The design, the menu, the pages and the languages are taken care of.



Tilo, the friendly T that guides you from download to a finished website.

What you can do with it

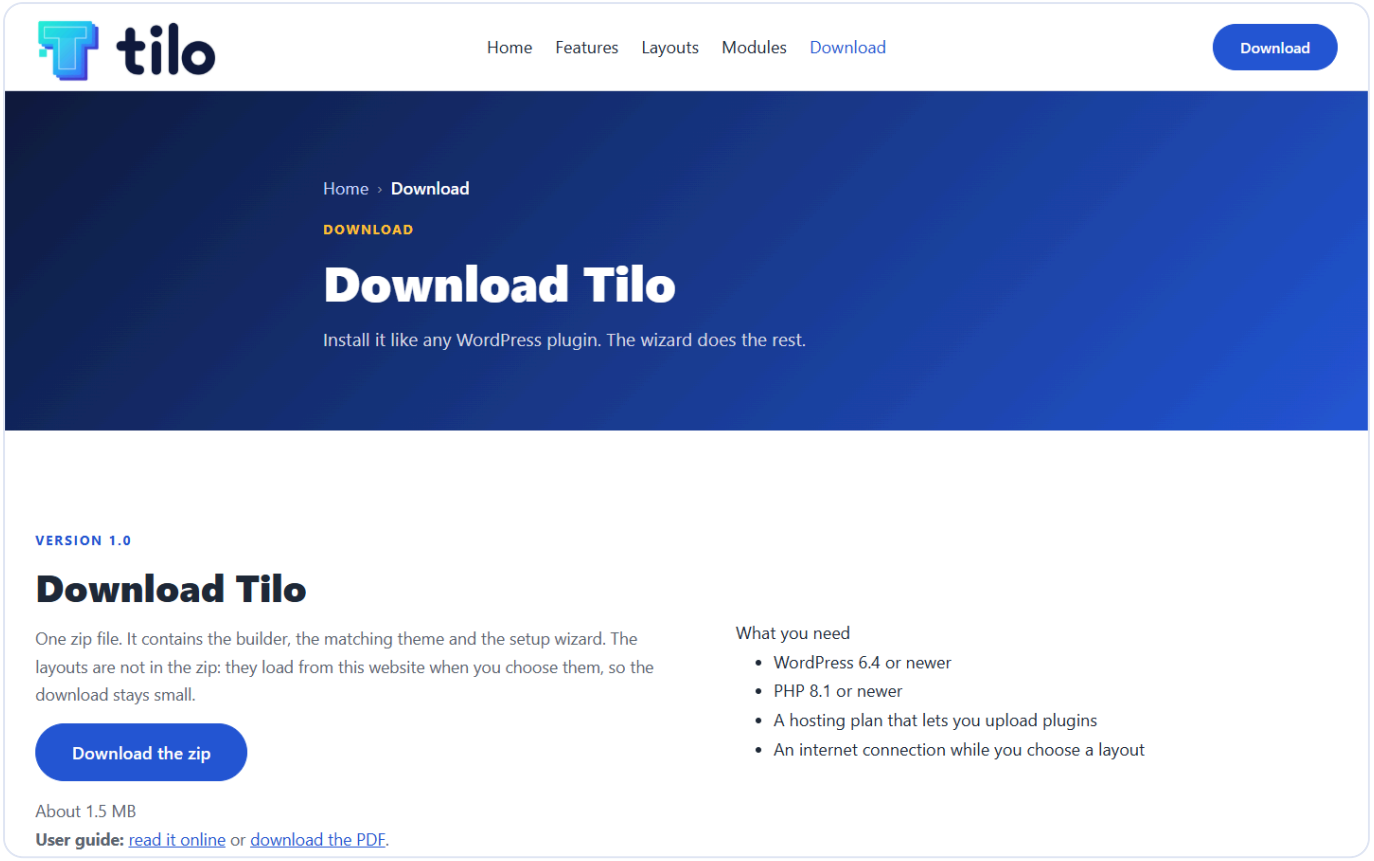
- **Start from a finished website.** Every layout has its own photos and all its pages: home, about, services, contact and more.
- **Edit on the page itself.** Click anything to change it, drag it to move it, switch between desktop, tablet and phone while you work.
- **Use any language.** Every layout comes in English and in Arabic. For any other language, left to right or right to left, copy a page or the whole website and change the words. Right-to-left languages are treated as equals: menus, sliders, arrows and spacing mirror by themselves.
- **Change the look once.** Colours, fonts, sizes and buttons live in one screen, and every page follows.
- **Add what a site needs.** Forms with an inbox, appointments, popups, search engine tools, headers and footers, and more than eighty building blocks (modules).

What you need

Requirement	Details
WordPress	Version 6.4 or newer.
PHP	Version 8.1 or newer (set by your hosting).
Hosting	A plan that lets you upload plugins. The Tilo file is small (about 1.5 MB).
Internet	Needed while you choose a layout, because the layouts and their pictures are fetched from the Tilo website. Your finished site does not depend on it.

2. Install Tilo

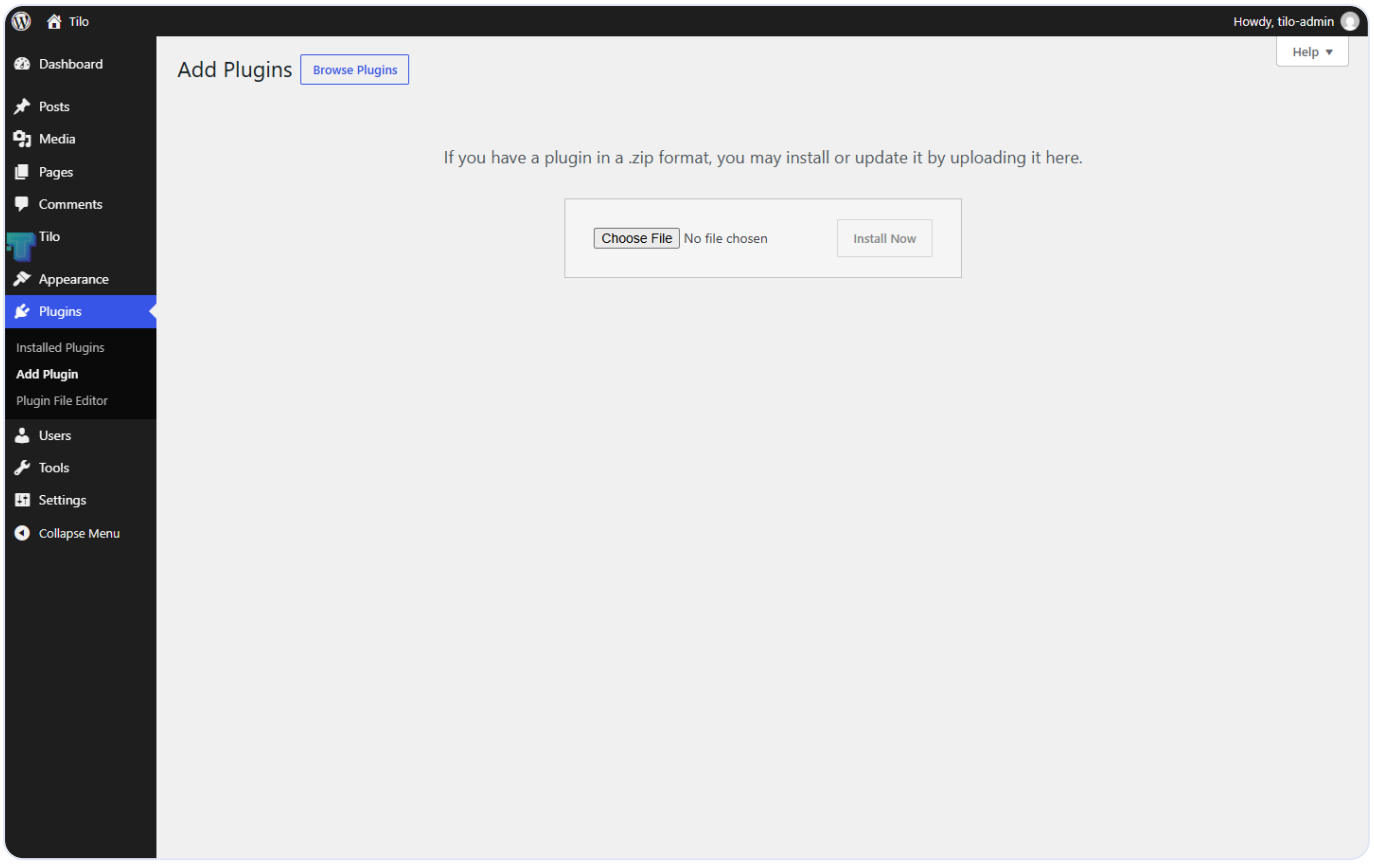
You download the plugin from the Tilo website and install it like any other WordPress plugin.



The Download page at tilo.ncdt.ngo. The button saves a single zip file.

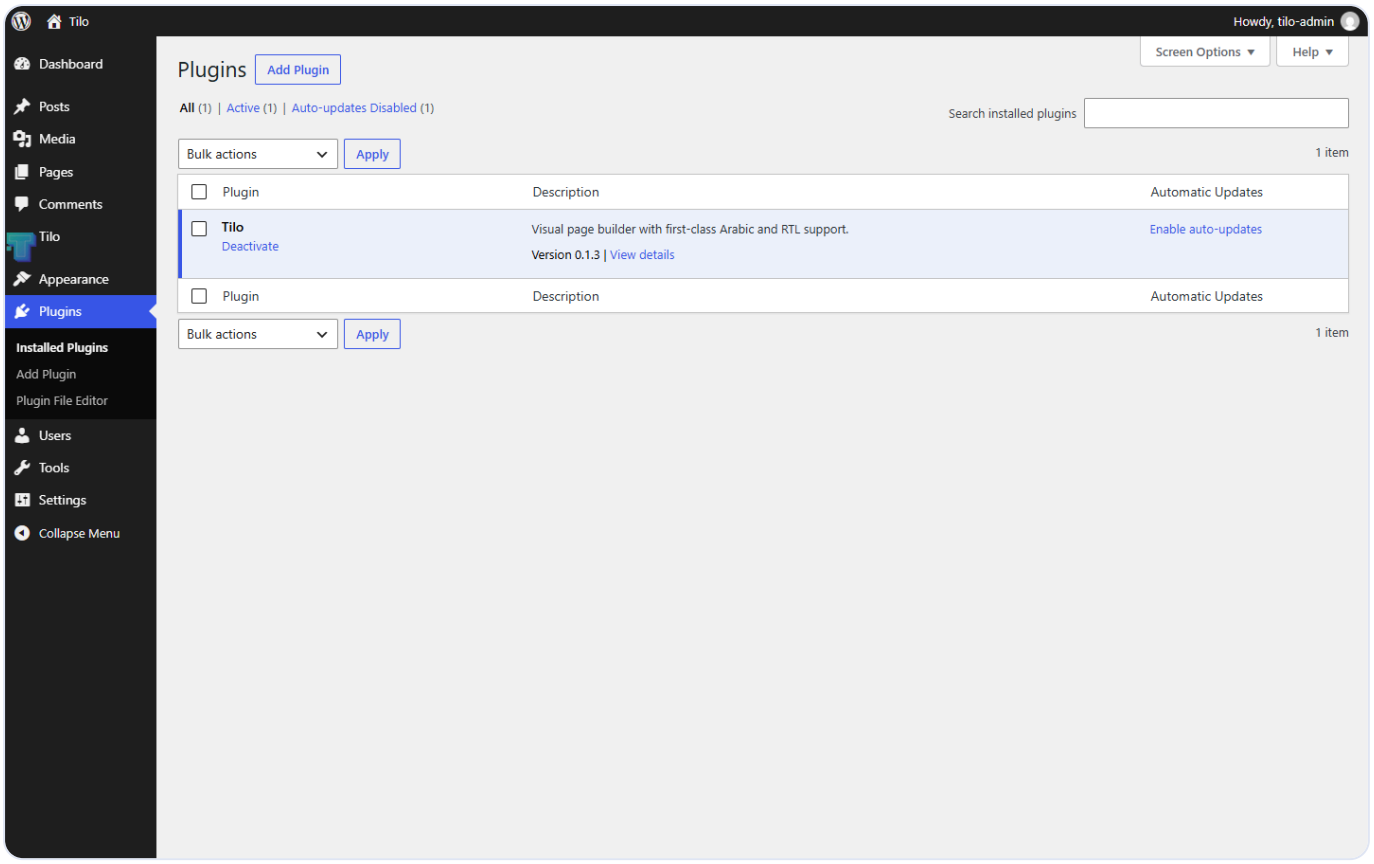
HOW TO INSTALL

1. On the Tilo website open **Download** and press **Download the zip**. Keep the file as it is: do not unzip it.
2. Sign in to the dashboard of your own WordPress site.
3. Go to **Plugins**, then **Add New**, then press **Upload Plugin**.
4. Press **Choose File**, pick the zip you downloaded, then press **Install Now**.
5. Press **Activate Plugin**.



Plugins, Add New, Upload Plugin: choose the zip and press Install Now.

As soon as the plugin is active, Tilo takes you straight to the setup wizard. You can also open it later from the dashboard menu.



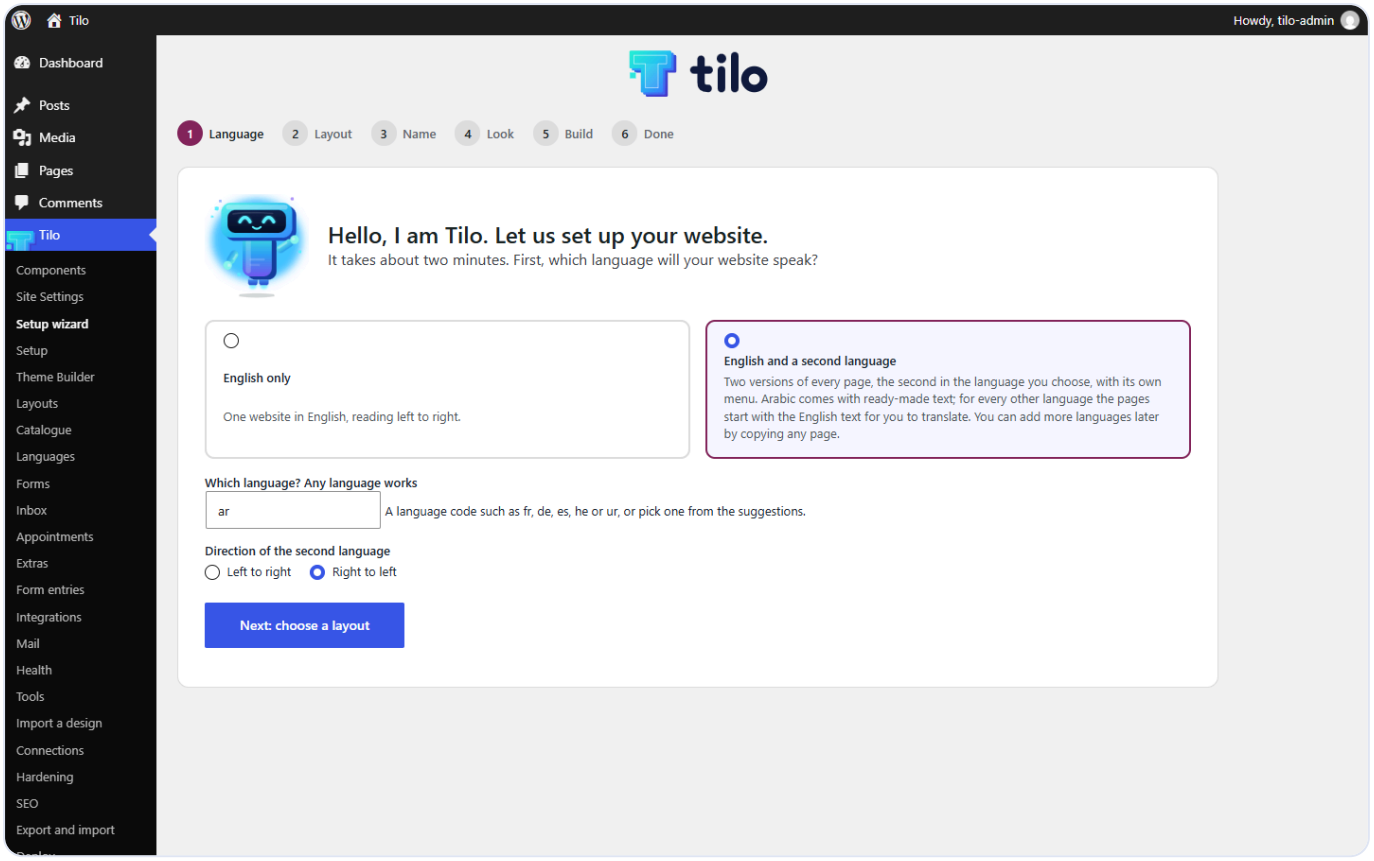
The plugin list after activation.

> **Tip**
>
> If you already tried an older copy of the plugin, deactivate and delete it first, then install the new zip and reload the page once so your browser fetches the new files.

3. The setup wizard

The wizard builds your website in five short steps. Nothing on your site is deleted, and the pages it makes are new ones. The step bar at the top shows where you are: Language, Layout, Name, Look, Build, Done.

Step 1. Language



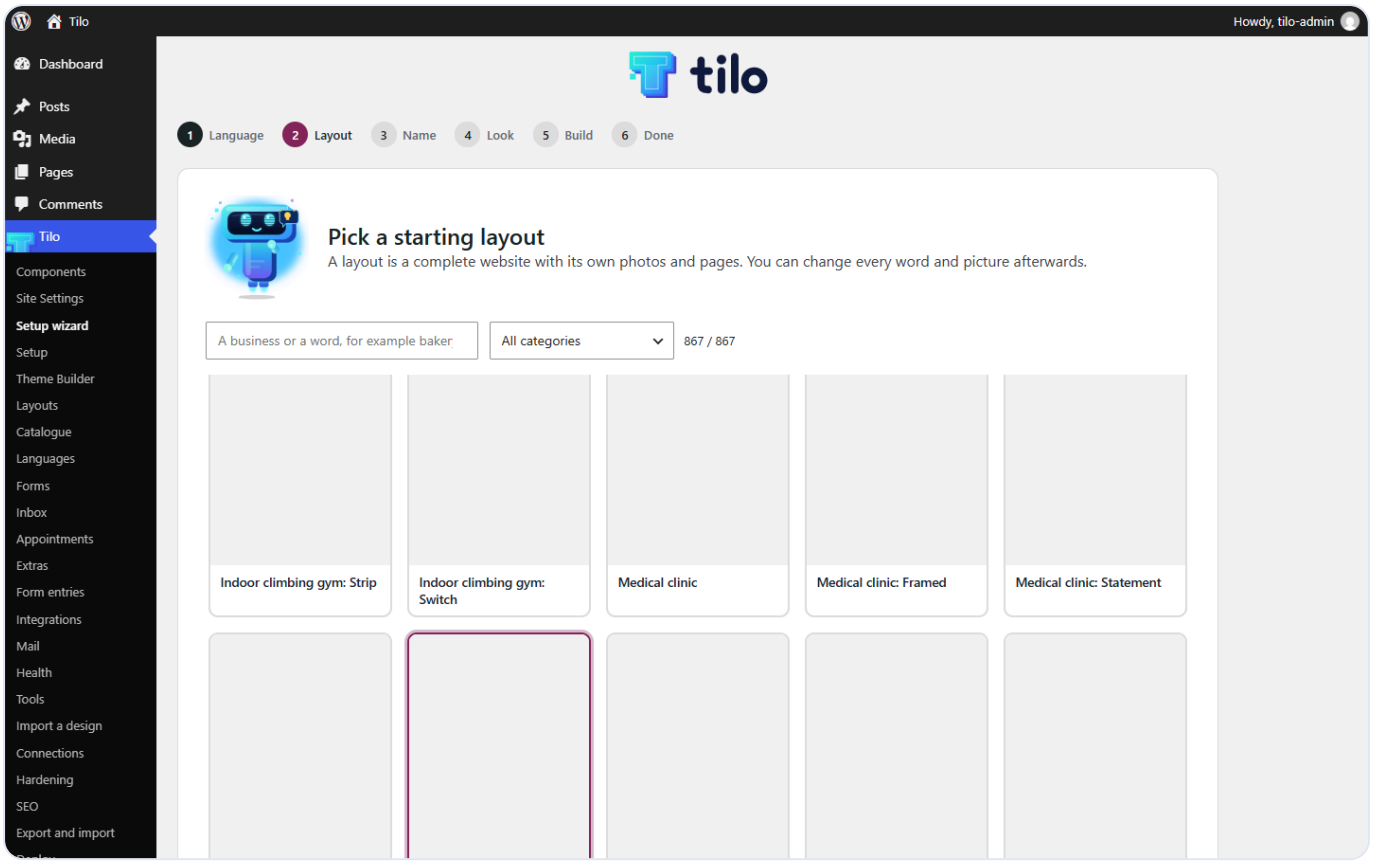
Step 1: choose English only, or English and a second language.

HOW TO CHOOSE THE LANGUAGE

1. Choose **English only** for one website that reads left to right.
2. Or choose **English and a second language** to get two versions of every page, the second with its own menu.
3. For the second language, type its code in the box. Any language works: for example `ar` Arabic, `fr` French, `de` German, `he` Hebrew, `ur` Urdu. You can also pick from the suggestions.
4. Choose the direction of that language: **Left to right** or **Right to left**. It is set for you when Tilo knows the language, and you can change it.
5. Press **Next: choose a layout**.

About text in other languages.
Every layout has ready-made text in English and Arabic. For any other language, the pages start with the English text and the right language and direction, and you change the words. Nothing is translated for you.

Step 2. Layout



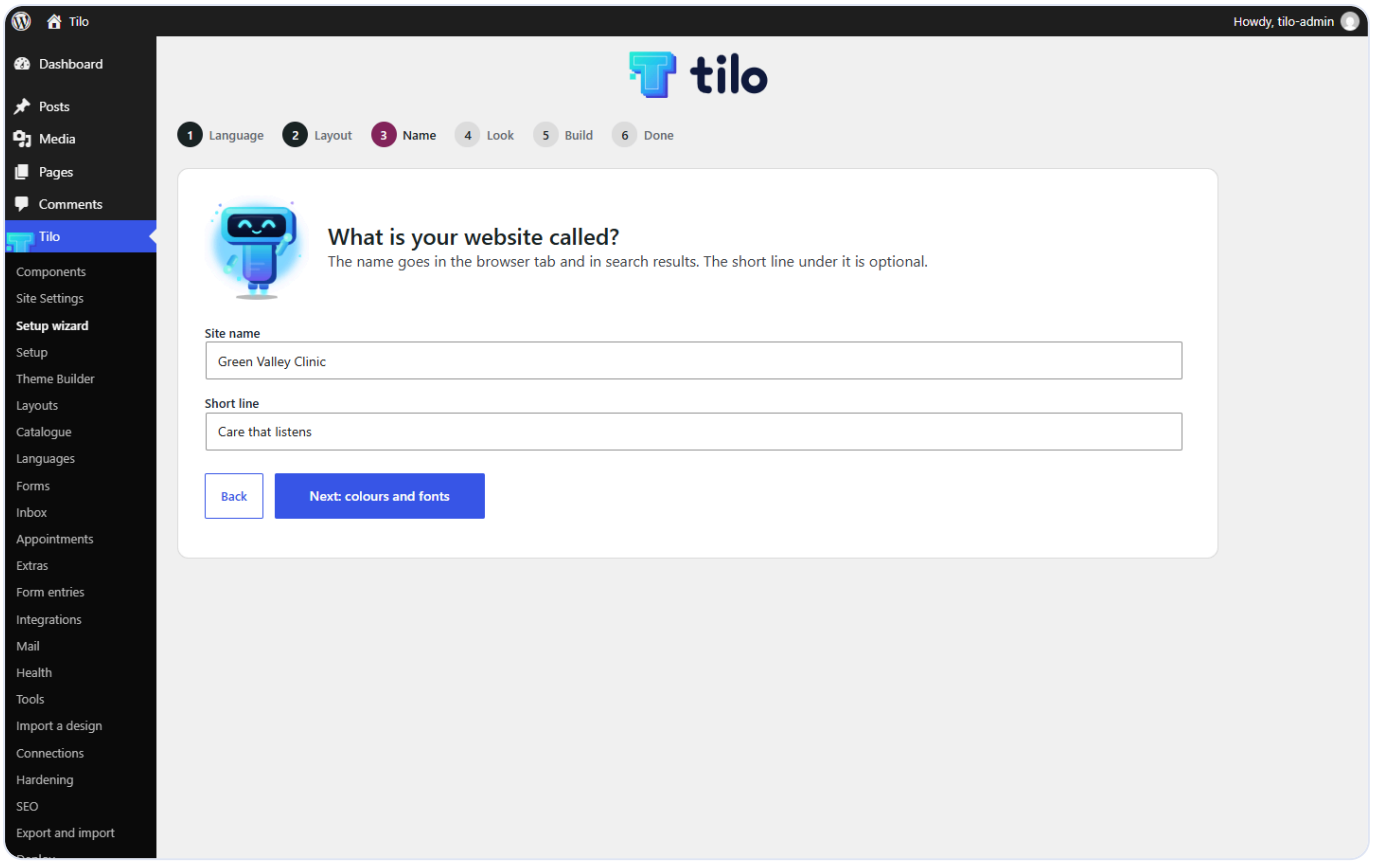
Step 2: pick a starting layout. Search by a business or a word, or filter by category.

HOW TO PICK A LAYOUT

1. Type a business or a word in the search box, for example *bakery* or *clinic*, or open **All categories**.
2. Click a layout to select it. Each card shows the first page of the layout.
3. To see every page of a layout before you decide, open the **Layouts** page of the Tilo website (see Layouts and ready-made designs).
4. Press the button at the bottom to go on.

A layout is a complete website with its own photos and pages. You can change every word and picture afterwards.

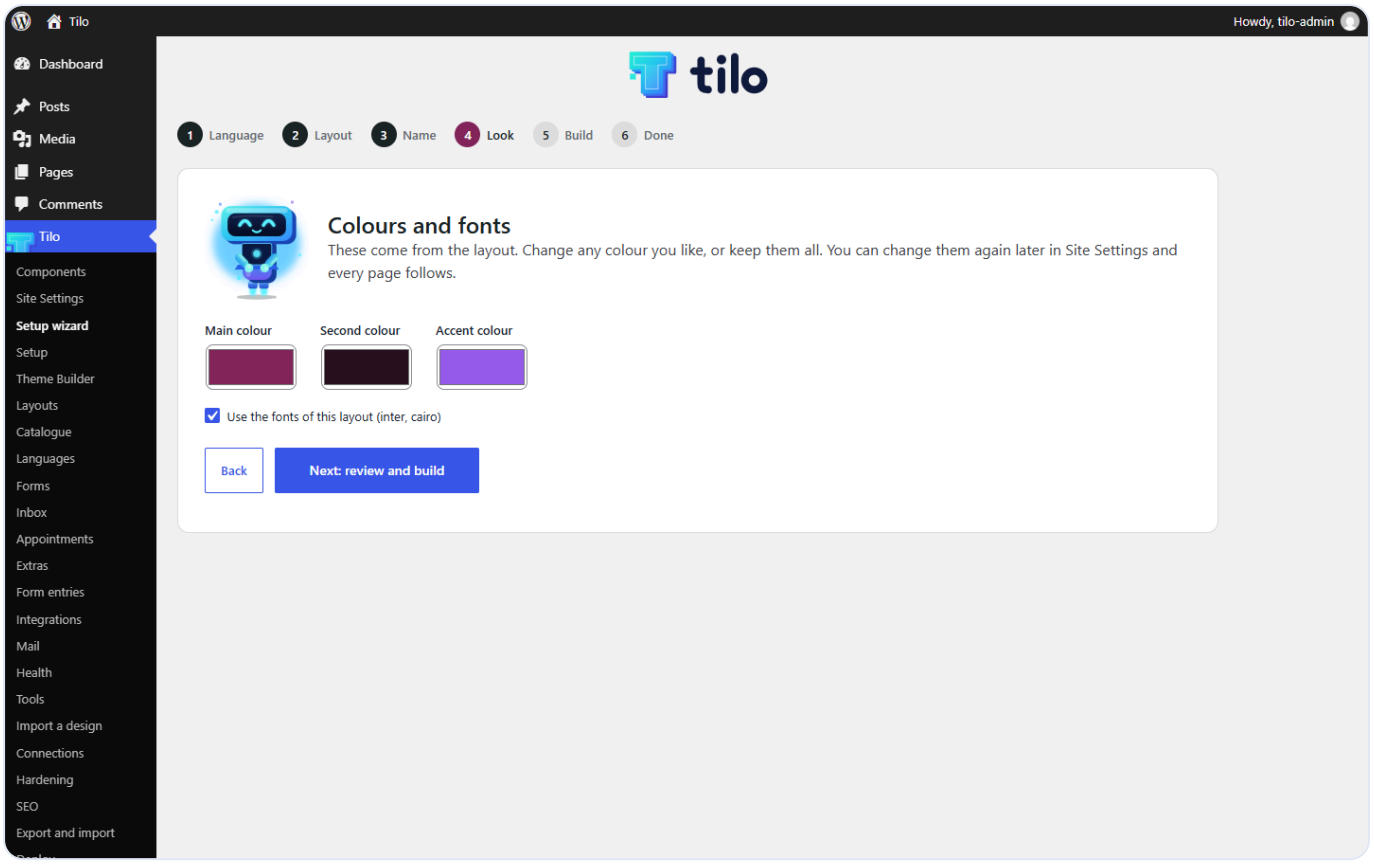
Step 3. Name



Step 3: the name of your website and an optional short line.

Type the **Site name**. It goes in the browser tab and in search results. The **Short line** under it is optional. Press **Next: colours and fonts**.

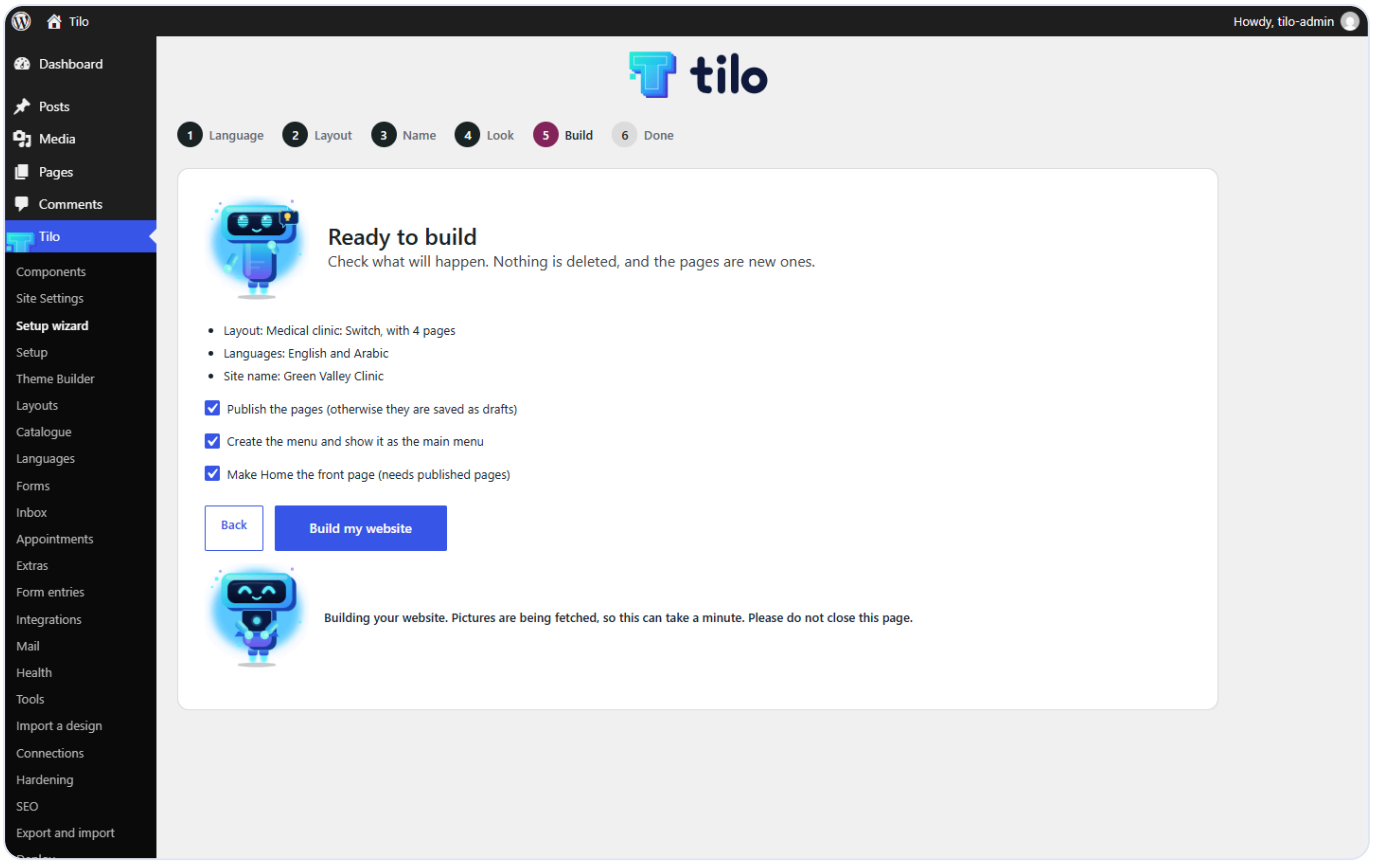
Step 4. Look



Step 4: colours and fonts. They come from the layout you chose.

The **Main**, **Second** and **Accent** colours come from the layout. Click a colour to change it, or keep them all. Leave **Use the fonts of this layout** ticked to keep the layout's fonts. For a language with its own script, Tilo also fetches a suitable free font. You can change all of this later in Site Settings, and every page follows.

Step 5. Build

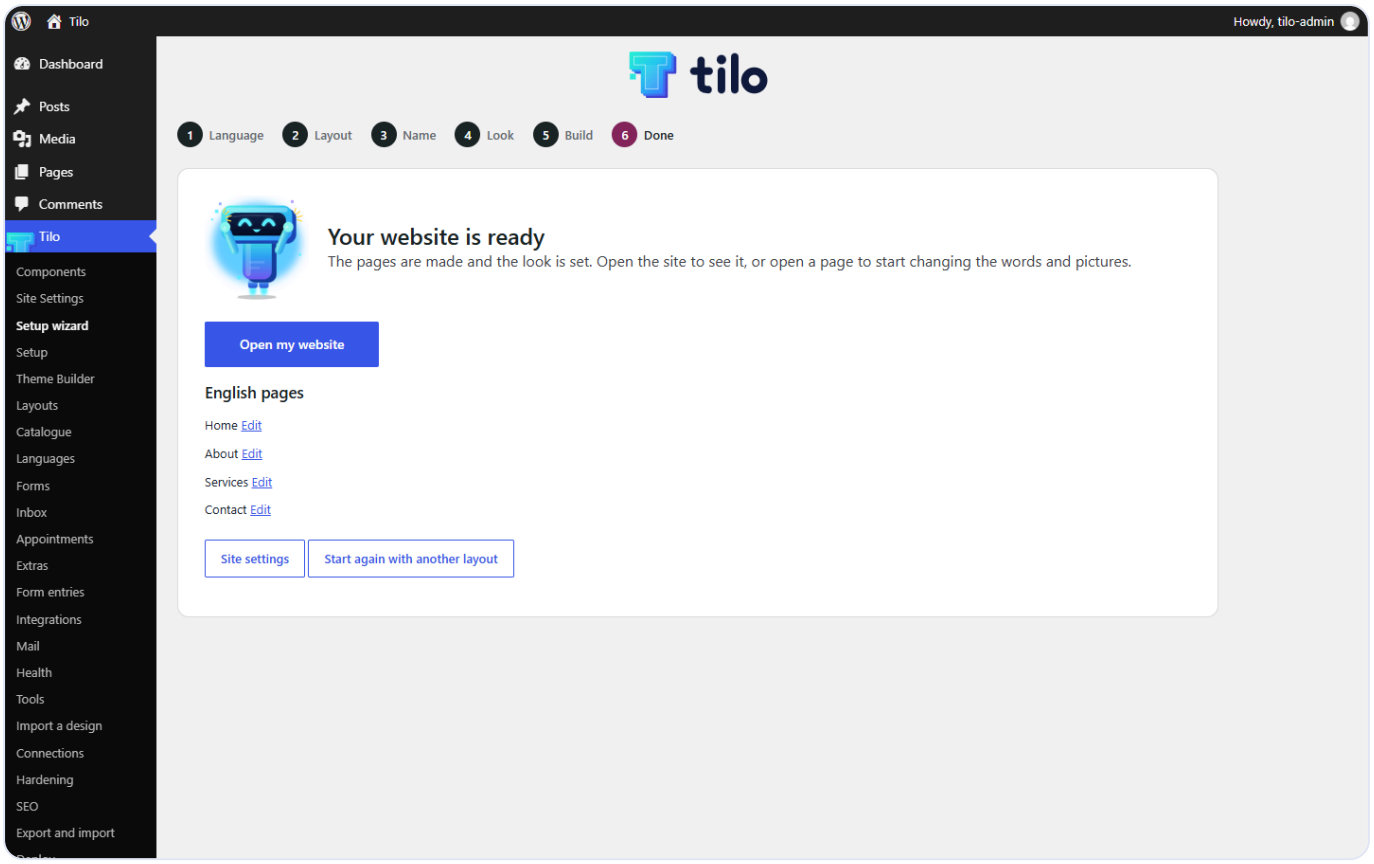


Step 5: check the summary, choose what to create, and press Build my website.

HOW TO BUILD

1. Read the summary: the layout and its number of pages, the languages and the site name.
2. Choose what to create:
    - **Install and use the matching theme** (shown when it is not already your theme). Your current theme is remembered, and you can go back to it with one click in Setup.
    - **Publish the pages**. Leave it unticked to save them as drafts instead.
    - **Create the menu and show it as the main menu.**
    - **Make Home the front page** (this needs published pages).
3. Press **Build my website** and wait. Pictures are being fetched, so it can take a minute. Do not close the page.

Step 6. Done



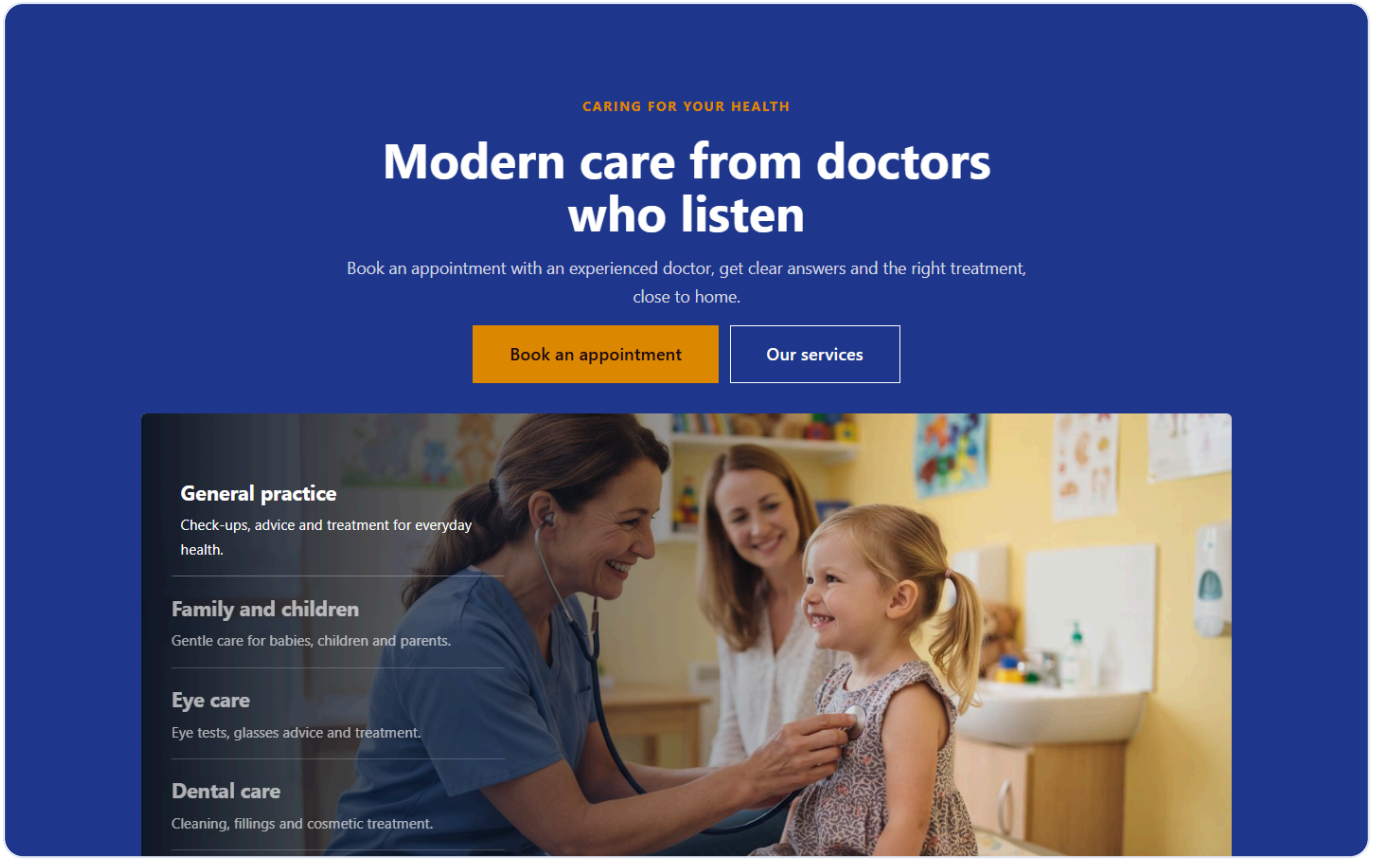
The last screen lists the pages that were made, each with an Edit link.

Press **Open my website** to see it. Under it, every page is listed with an **Edit** link that opens it in the editor. If you chose a second language, its pages are listed separately. **Site settings** opens the design settings, and **Start again with another layout** takes you back to step 2.

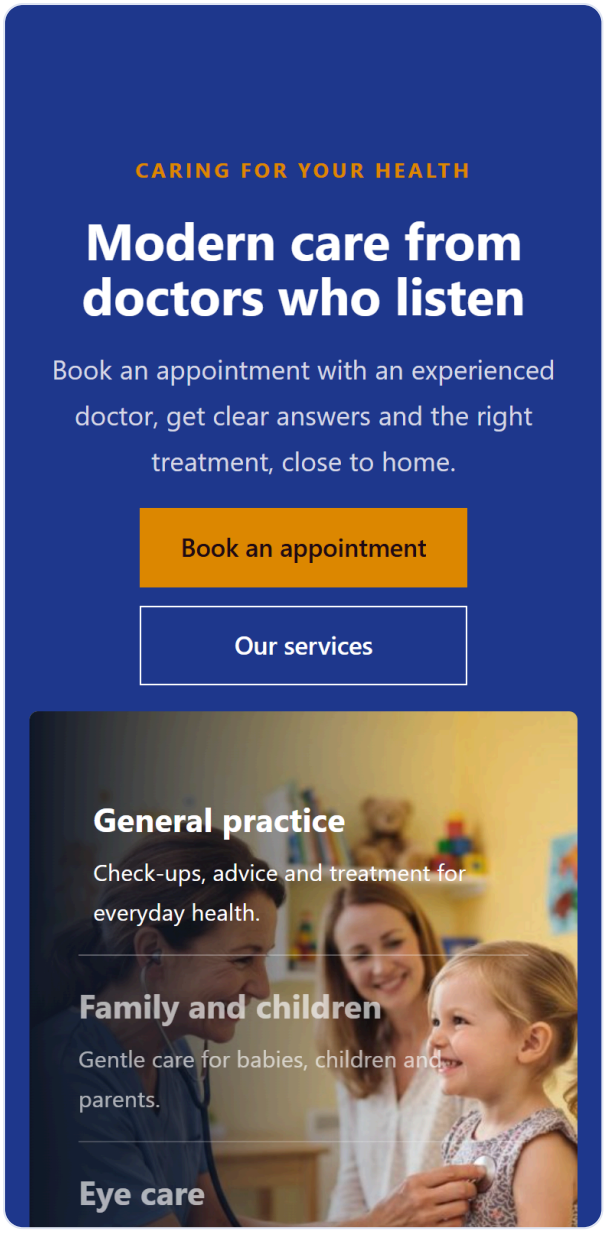
> **Building again adds another set of pages.**
> It does not replace the first set. To try another layout, delete the pages you do not want afterwards from **Pages**, or keep both and use the one you like.

4. Your new website

When the wizard finishes you have a real website: pages, a menu, colours and fonts, a header and a footer, and your name in the browser tab. It is already responsive, so it reads well on a computer, a tablet and a phone.

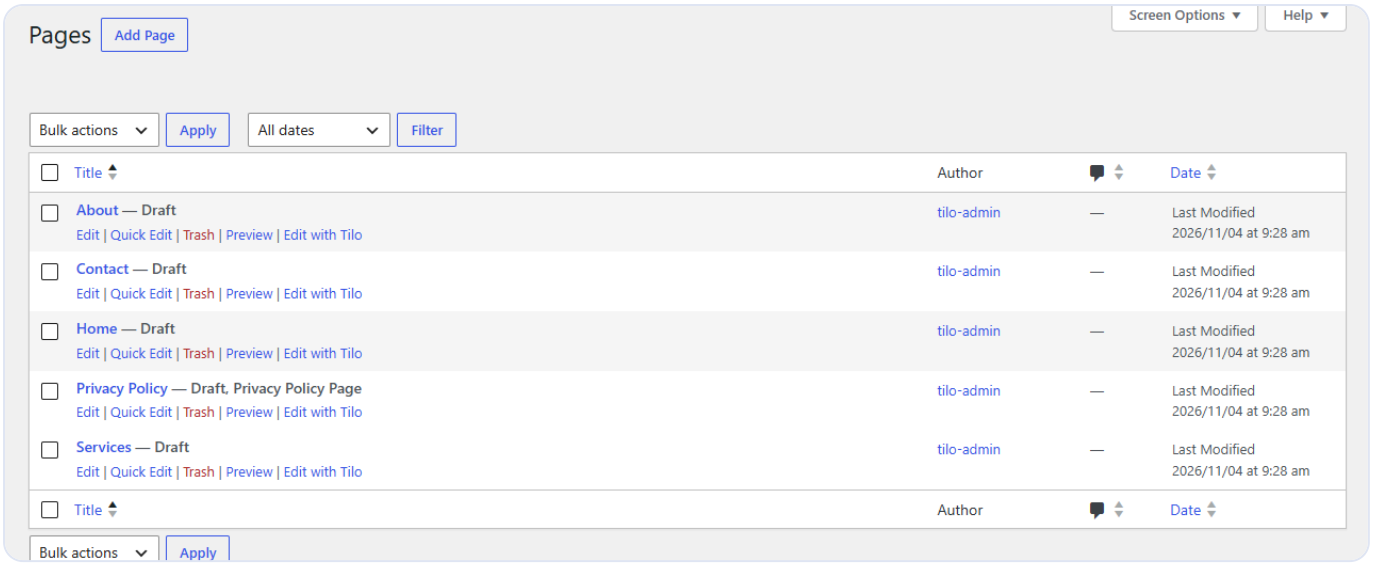


On a computer.



On a phone: one column, big buttons, readable text.

Your pages in the dashboard



Pages in the dashboard. Hover a page to see "Edit with Tilo".

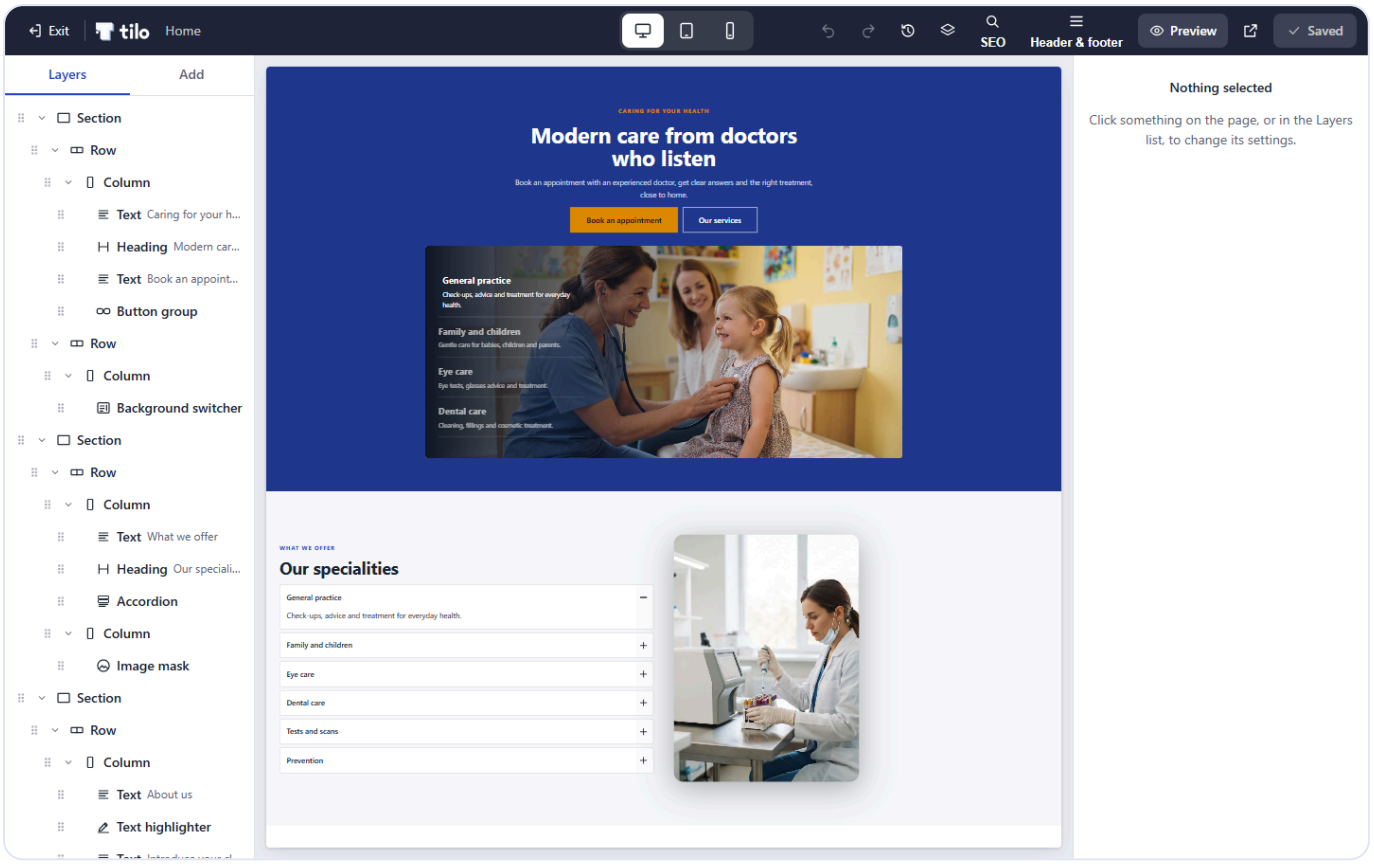
Open **Pages** in the dashboard to see every page. Pages made with Tilo carry the link **Edit with Tilo** when you hover over them. If you are signed in, the same link is in the black bar at the top of the website.

5. Edit a page

The editor is a full-screen page of its own. In the middle is the real page, drawn exactly as visitors see it. On the left are the page structure and the list of things you can add. On the right are the settings of whatever you selected.

HOW TO OPEN THE EDITOR

1. Go to **Pages** and press **Edit with Tilo** under the page, or
2. press **Edit with Tilo** in the black bar at the top of the page on your website, or
3. open the page in the normal WordPress editor and press **Edit with Tilo** in the box on the right, or
4. press **Edit** next to a page on the last screen of the wizard.



The editor. Left: Layers and Add. Middle: the page. Right: settings of the selected item.

The top bar

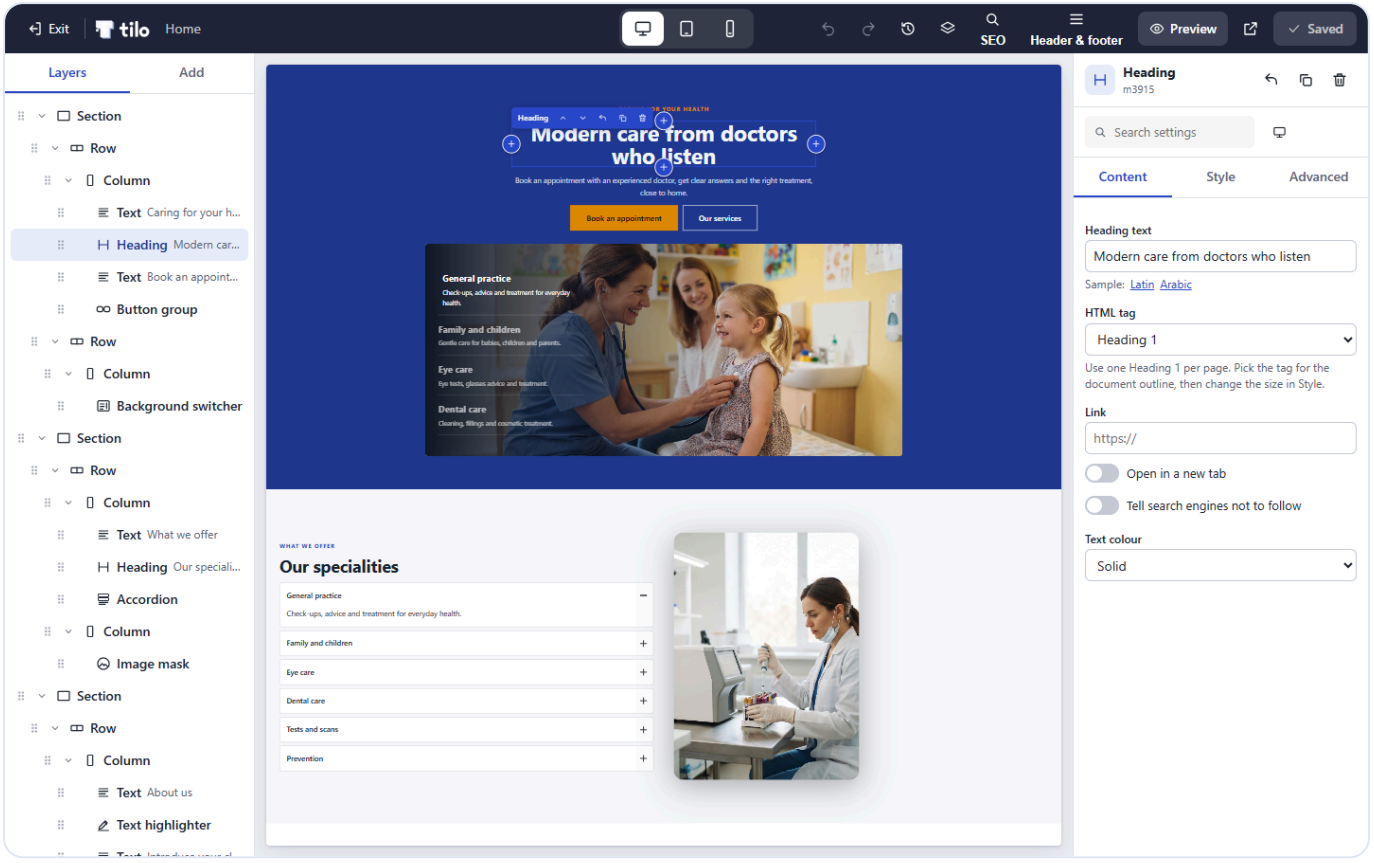
Button	What it does
Exit	Leaves the editor and goes back to the dashboard. You are warned if there are unsaved changes.
Desktop, Tablet, Mobile	Changes the width of the page so you can see and style each size.
Undo, Redo	Go back or forward one step.
History	A list of your steps; jump to any of them.
Saved versions	Earlier saves of the page. Pick one to restore it.
SEO	The page title and description for search engines, and more (see Search engines).
Header & footer	Choose which header and footer this page uses (see Headers, footers and menus).
Preview	Opens your current work, even unsaved, in a new tab, exactly as visitors will see it. Only you can open that preview.
Arrow icon	Opens the saved page in a new tab.
Saved / Save	Saves the page. It shows "Saved" when everything is saved.

How a page is built

A page is made of **sections** (full-width bands). A section holds **rows**, a row holds **columns**, and a column holds **modules**: headings, text, pictures, buttons and so on. The **Layers** tab on the left shows this tree. Click an item to select it, drag it to move it, and open or close its branches with the small arrows.

HOW TO CHANGE A WORD OR A SETTING

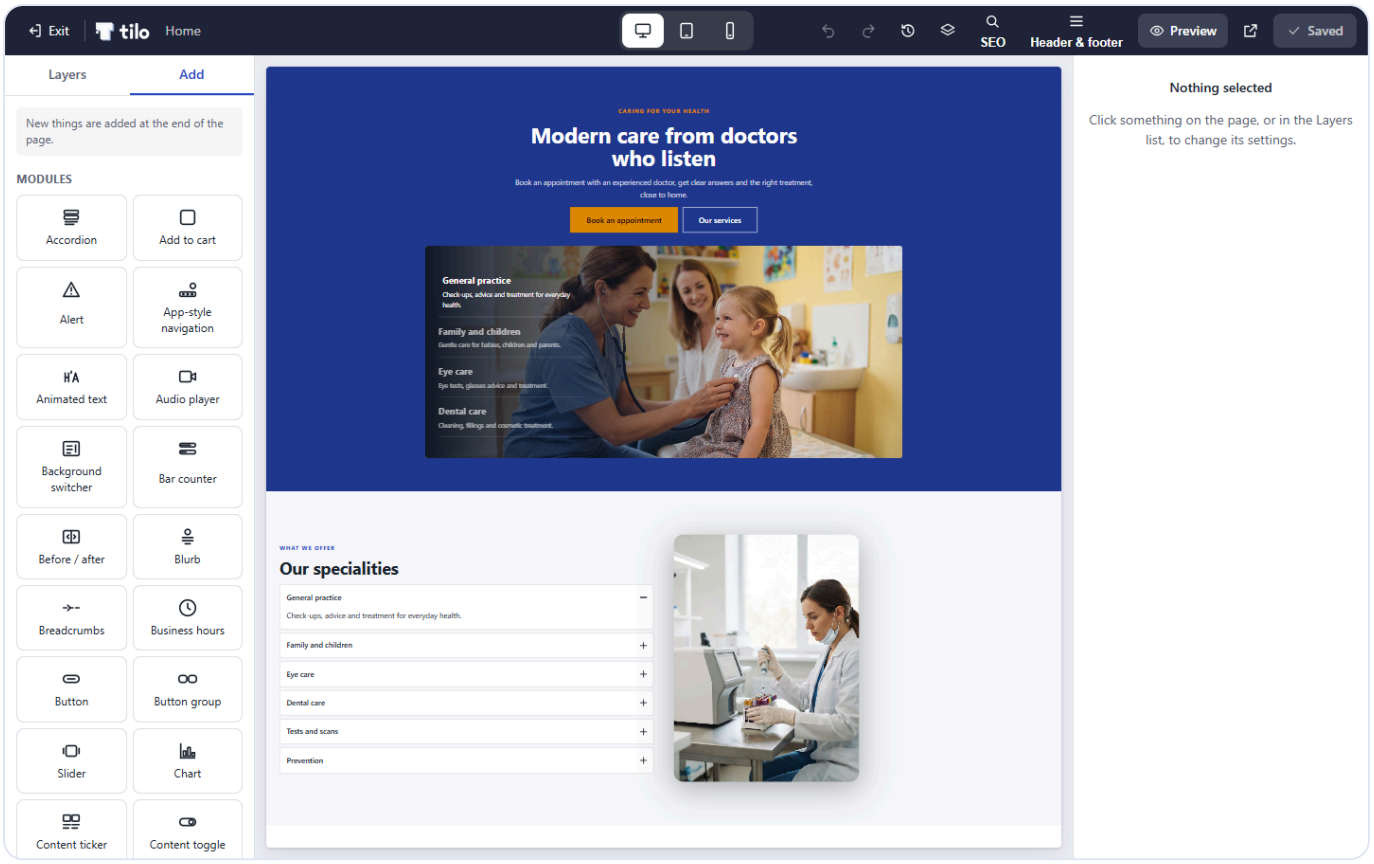
1. Click the text on the page, or click its name in **Layers**.
2. The panel on the right shows its settings in three tabs: **Content** (the words, the link, the picture), **Style** (colours, sizes, spacing, backgrounds) and **Advanced**.
3. Change the value. The page updates at once.
4. Press **Save** (or `Ctrl` + `S`).



A heading is selected. The panel on the right shows its text, its HTML tag, link and text colour. A small toolbar floats above it.

> **Tip**
>
> Use the **Search settings** box above the tabs to find a setting by name. It looks through Content, Style and Advanced at once.

Add something new



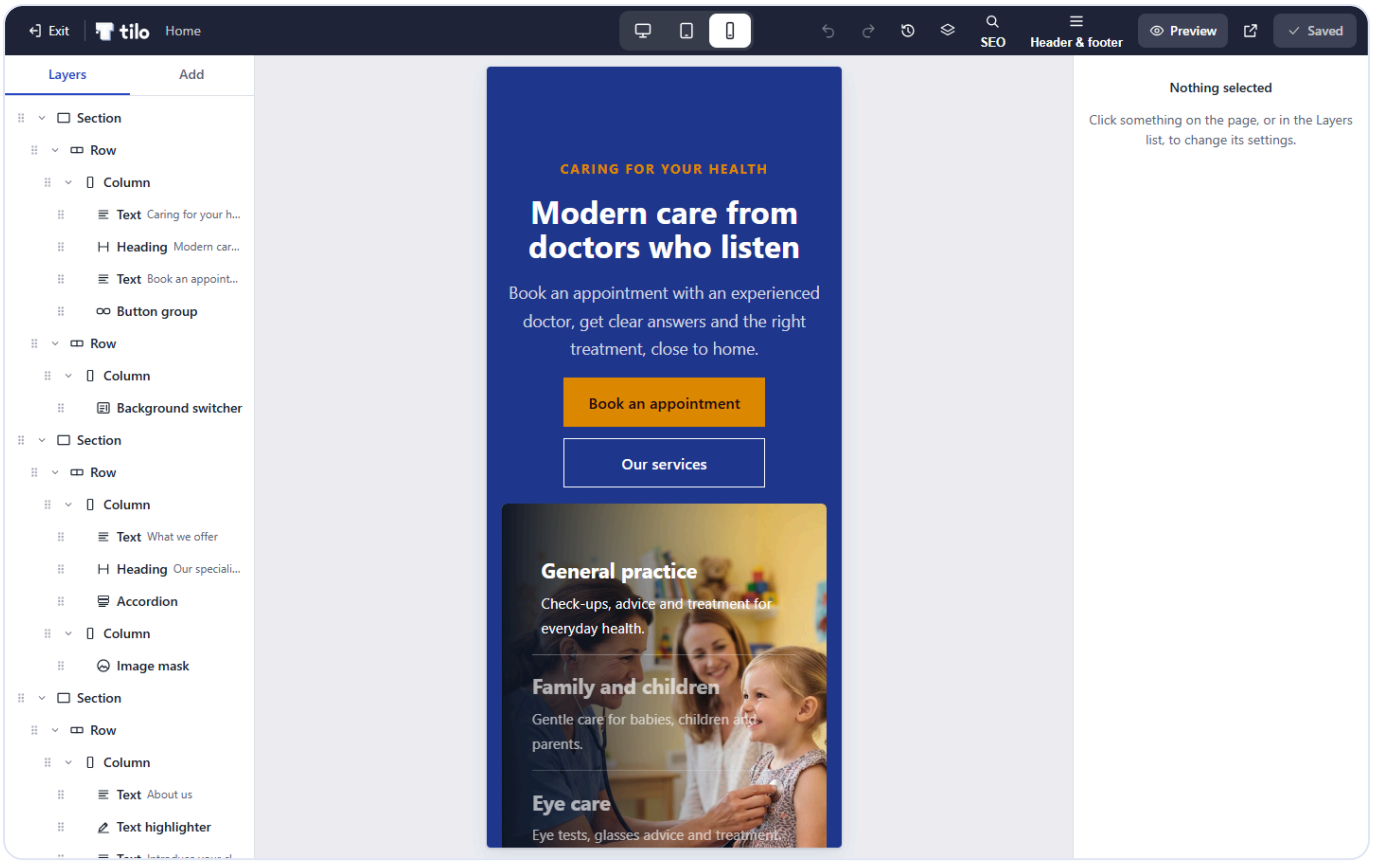
The Add tab lists every module. New things are added next to what is selected.

HOW TO ADD A MODULE

1. Select the item next to which you want the new one, or select nothing to add at the end of the page.
2. Open the **Add** tab on the left.
3. Click the module you want: for example **Button**, **Accordion** or **Slider**.
4. Select it on the page and fill in its settings on the right.

Each selected item also shows a small **+** on its sides. Press it to add something exactly there: above, below, or beside it. It offers only what fits that side.

See and edit for phone and tablet



Mobile view: the page at phone width. Settings you change here apply to phones only.

HOW TO STYLE FOR ONE SCREEN SIZE

1. Press **Tablet** or **Mobile** at the top.
2. Select an item and change a Style setting. It applies to that size and to every smaller one.
3. A small marker shows which values you set on this size, with a button to reset them.
4. To hide something on one size, right-click it and choose the hide option for the current size.

Good to know.

Layouts are already made to read well on phones. You only need the Mobile view when you want something different on a phone.

6. Everyday how-tos

Change a picture

HOW TO

1. Click the picture on the page.
2. On the **Content** tab choose the image from the media library, or upload a new one.
3. Fill in the text description (alt text) if there is a field for it: it helps people using screen readers and search engines.

Change the background of a section

HOW TO

1. Select the section (click its name in Layers).
2. On the **Style** tab open **Background**.
3. Choose a colour, a gradient or an image. For an image you can set its size and position, and add a coloured overlay so text stays readable.

Change a button

HOW TO

1. Click the button.
2. On **Content** change the label and the link.
3. On **Style** change its colours, shape and hover effect. Site-wide button styles are in Site Settings.

Move, copy or delete something

HOW TO

1. To move: drag it in **Layers**, or select it and use the move arrows in the floating toolbar (or `Alt` + `Up` and `Alt` + `Down`).
2. To copy: select it and press the duplicate button in the toolbar (or `Ctrl` + `D`).
3. To delete: select it and press the bin in the toolbar (or `Delete`).
4. Right-click an item for more: copy, cut, paste, copy and paste only its style, and clear style.

Copy a style from one thing to another

HOW TO

1. Right-click the item that looks the way you want and choose **Copy style** (`Ctrl` + `Alt` + `C`).
2. Right-click the other item and choose **Paste style** (`Ctrl` + `Alt` + `V`).

Go back after a mistake

HOW TO

1. Press **Undo** (`Ctrl` + `Z`), or open **History** and jump to an earlier step.
2. If you already saved, open **Saved versions** and restore an earlier save of the page.

See the page as visitors will

HOW TO

1. Press **Preview**. Your current work, even unsaved, opens in a new tab with everything working.
2. Nothing changes on the live page until you press **Save** and the page is published.

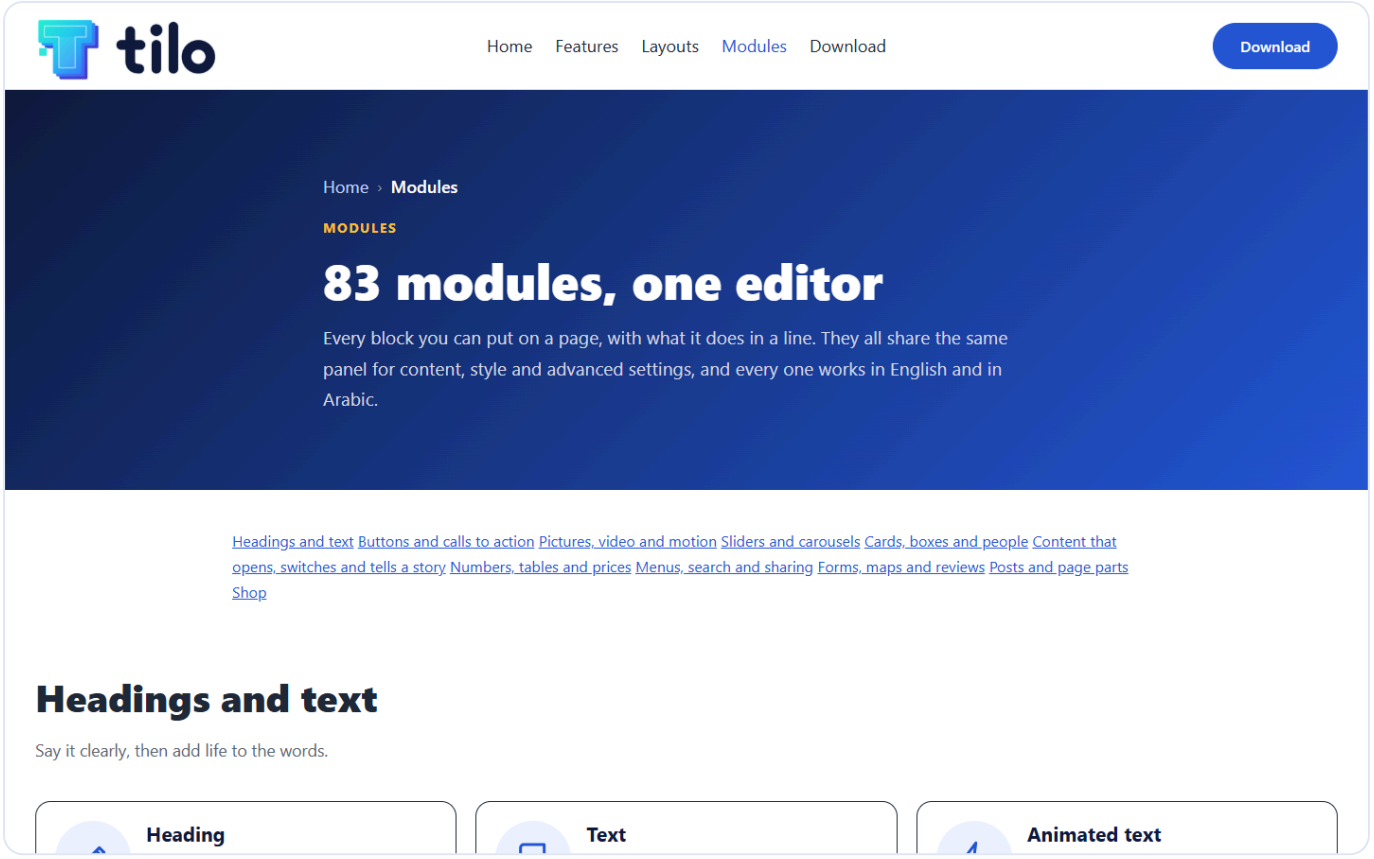
Add a page of your own

HOW TO

1. Go to **Pages**, then **Add New**, give it a title and save.
2. Press **Edit with Tilo** and start with **Add**. Start from an empty page, or copy the design of another page from the Layers list.
3. Publish the page from the WordPress editor when it is ready.

7. Modules: the building blocks

A module is one building block: a heading, a slider, a form, a price table. There are 83 modules, each with its own settings panel. The Modules page of the Tilo website shows every one of them with its icon and a short description.



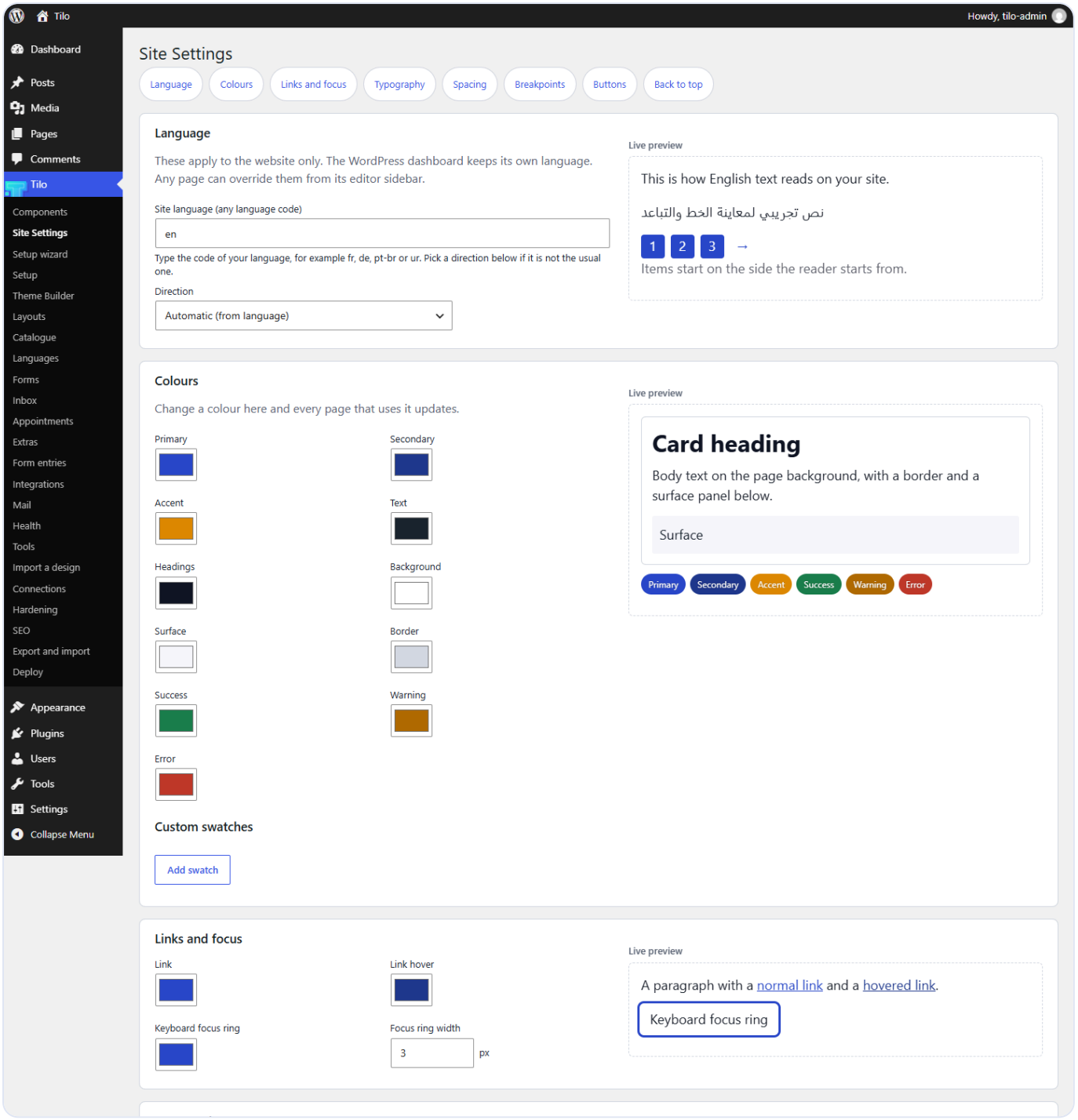
The Modules page lists every module, grouped by what it is for.

Group	Modules	What they are for
Headings and text	10	Headings, rich text, animated and highlighted words, dividers and spacers, tickers.
Buttons and calls to action	8	Buttons, button groups, calls to action, coupon codes, countdowns, popups, slide-in panels.
Pictures, video and motion	17	Images, shaped pictures, galleries, video, audio, before and after, animations, 3D, logo.
Sliders and carousels	4	Slider, image carousel, logo carousel, testimonial carousel. Autoplay always has a pause button.
Cards, boxes and people	11	Icon boxes, flip cards, hover cards, team members, testimonials.
Content that opens and switches	6	Accordion, tabs, switcher, timeline, alerts.
Numbers, tables and prices	9	Counters, bars, charts, tables, menu lists, pricing tables, opening hours, star ratings.
Menus, search and sharing	7	Menu, breadcrumbs, search box, table of contents, social links, share buttons.
Forms, maps and reviews	3	A form, a map, Google reviews.
Posts and page parts	6	Lists of posts and categories, and the title, content, picture and details of the page being shown.
Shop	2	Add to cart and mini cart, for stores that use WooCommerce.

You can also add ready-made designs in one click from the **Catalogue** (see Layouts and ready-made designs).

8. Colours, fonts and spacing

Site Settings is one screen that controls the look of the whole website. Change a value here and every page that uses it follows. Open it from the dashboard menu: **Tilo, Site Settings**.

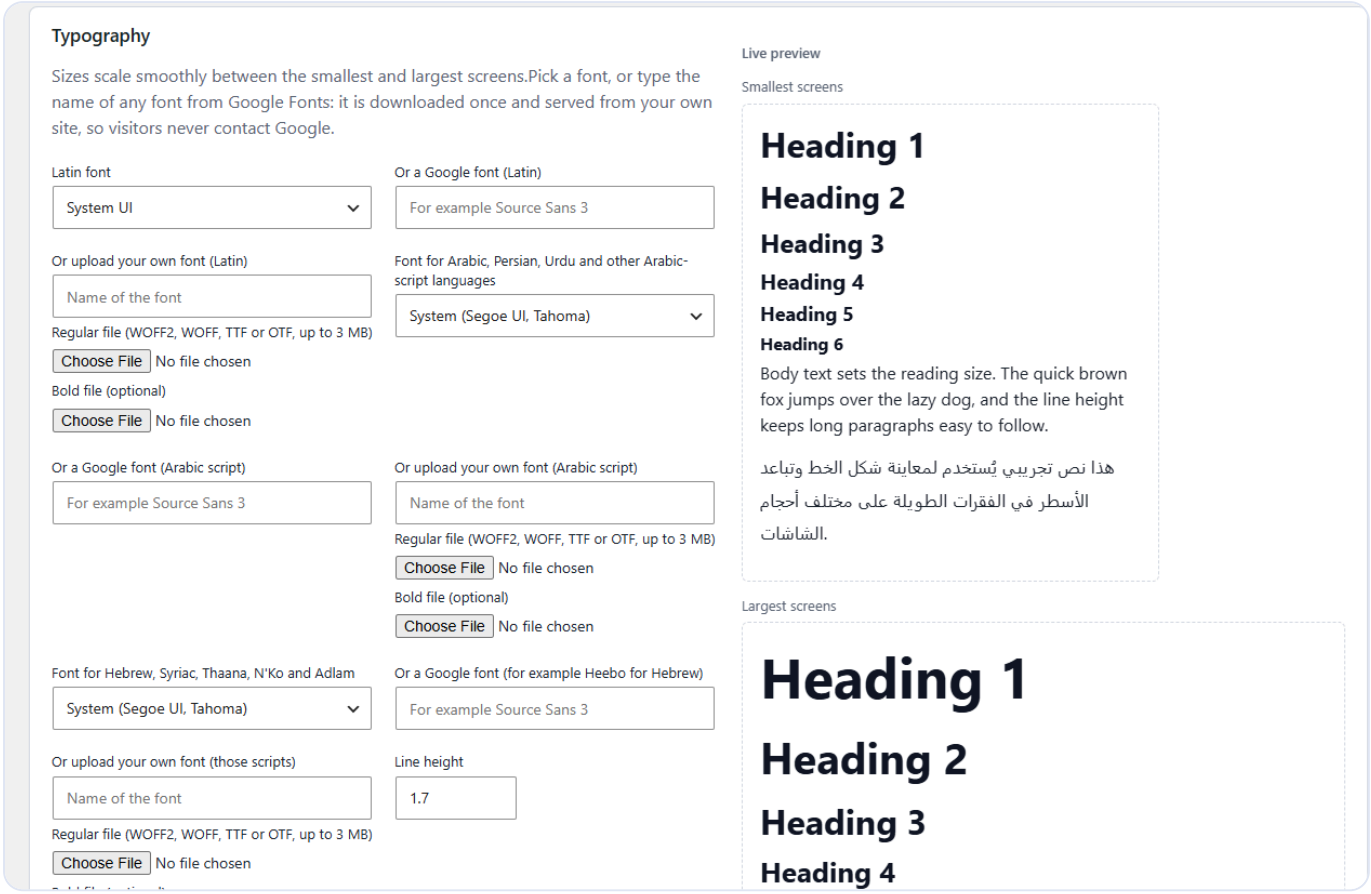


Site Settings: language, colours, links, typography, spacing, breakpoints, buttons and back to top. A live preview sits next to each group.

HOW TO CHANGE THE COLOURS

1. Open **Site Settings** and go to **Colours** (use the buttons at the top to jump to a group).
2. Click a colour box to change it: Primary, Secondary, Accent, Text, Headings, Background, Surface, Border, Success, Warning, Error.
3. The **Live preview** on the right shows the effect at once.
4. To keep your own named colours, add them under **Custom swatches**.
5. Press **Save** at the bottom of the screen.

Fonts



Typography: a font for Latin text, one for Arabic-script languages, and one for Hebrew, Syriac and other scripts.

HOW TO CHOOSE A FONT

1. Under **Typography** pick a font from the list, for example Inter, Poppins, Montserrat, Playfair Display or Lora.
2. Or type the name of any font from Google Fonts in **Or a Google font**. It is downloaded once and served from your own website, so visitors never contact Google.
3. Press **Save**.

HOW TO USE YOUR OWN FONT (FOR EXAMPLE A BRAND FONT)

1. Under **Typography** find **Or upload your own font** for the script you need: Latin, Arabic script, or Hebrew and the other scripts.
2. Type a **name** for the font.
3. Press **Choose File** under **Regular file** and pick a WOFF2, WOFF, TTF or OTF file of up to 3 MB. Add a **Bold file** too if you have one (optional).
4. Press **Save**. The font is checked, kept on your site and offered next to the others.

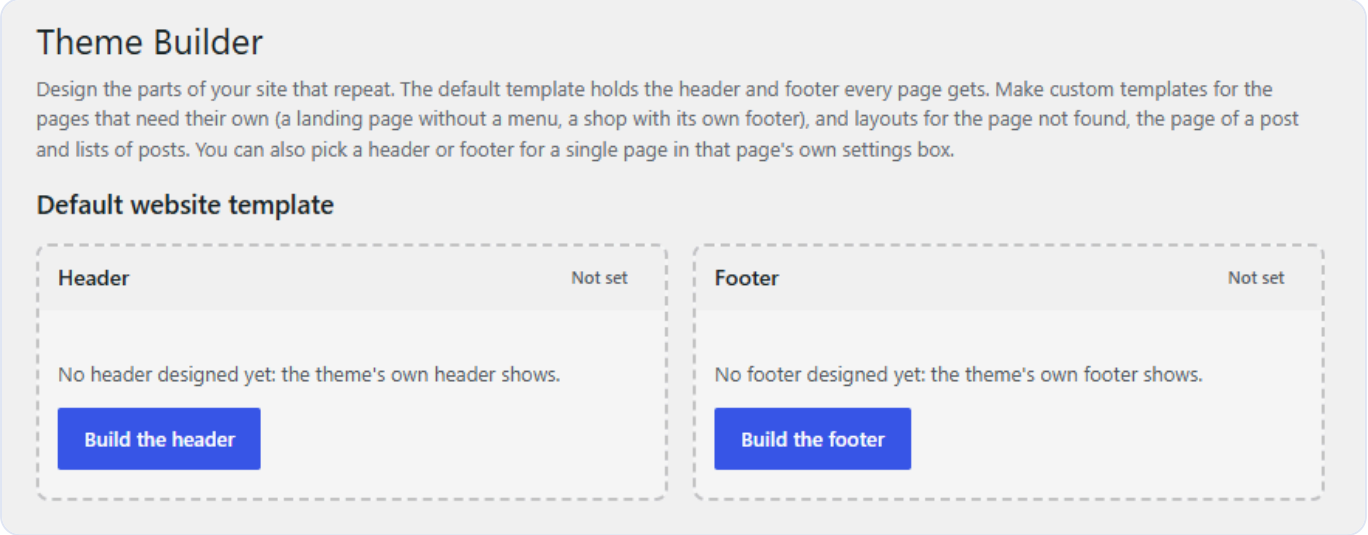
Fonts for every script.
Arabic-script languages (Arabic, Persian, Urdu, Pashto and more) use their own font and line height. Hebrew, Syriac, Thaana, N'Ko and Adlam have a font setting of their own. Sizes of headings and text scale smoothly between the smallest and the largest screen, so you never have to tune them for each device.

Spacing, breakpoints and buttons

Further down the same screen you find **Spacing** (the space between and inside blocks), **Breakpoints** (the widths at which the layout changes for tablet and desktop), **Buttons** (primary, secondary, outline and link buttons, with shape and hover effect) and **Back to top** (the round button that returns visitors to the top of a long page).

9. Headers, footers and menus

The header and footer are designed in the same editor as any page. By default every page gets the default header and footer.



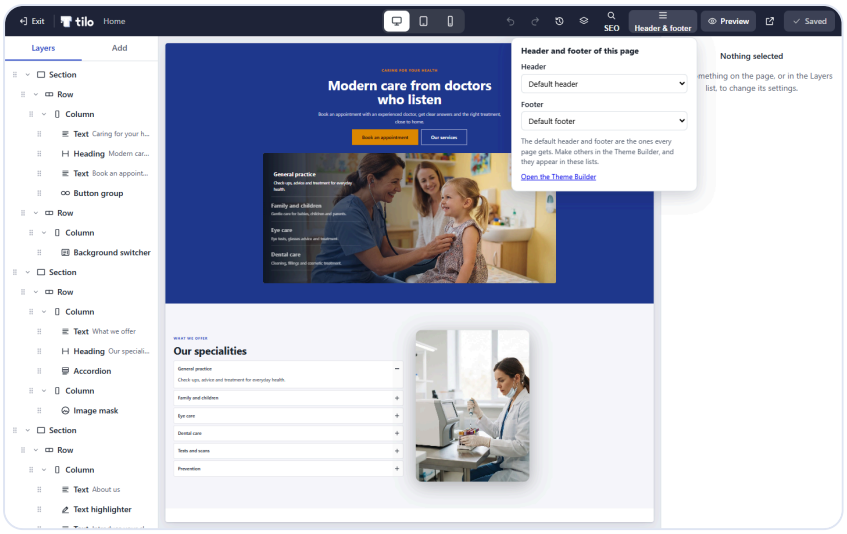
Theme Builder: the default header and footer, and a button to build each one.

HOW TO DESIGN A HEADER OR FOOTER

1. Open **Tilo, Theme Builder**.
2. Under **Default website template** press **Build the header** or **Build the footer**.
3. Design it in the editor like any page: logo, menu, buttons, links. A header can be **sticky**, so it stays at the top while visitors scroll.
4. Save. It now shows on every page.

HOW TO USE A DIFFERENT HEADER OR FOOTER ON SOME PAGES

1. In Theme Builder, create a custom template and press **Where it shows**.
2. Choose where it applies: the whole site, the front page, all pages, all posts, or only the pages you pick. You can also exclude pages.
3. For a single page, open that page in the editor, press **Header & footer** at the top and choose a header and a footer from the lists.



In the editor, the Header & footer button chooses the header and footer of the current page.

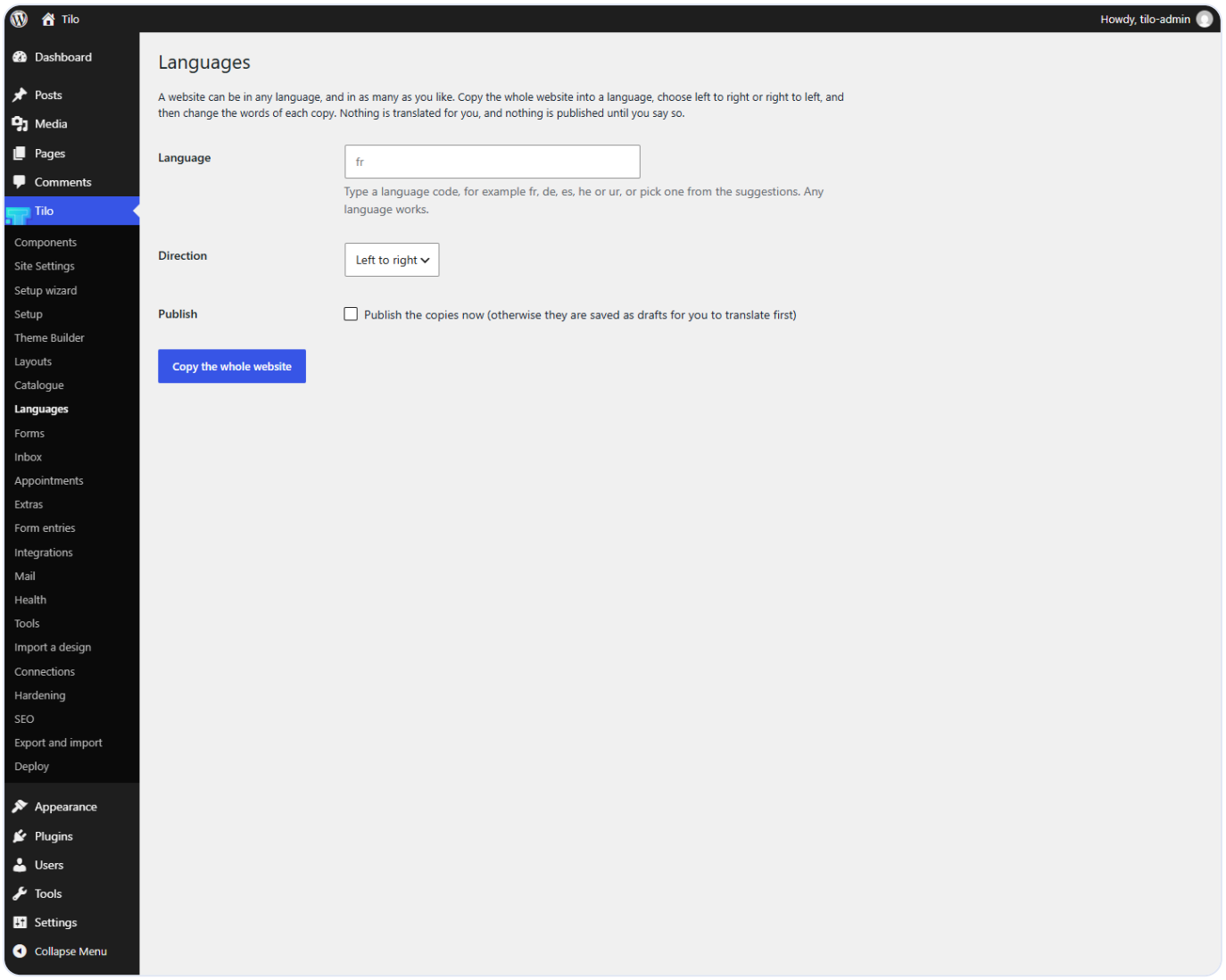
> **Tip**
>
> For a landing page that brings its own header and footer, tick **Hide the theme header and footer on this page** in the box on the right of the page's WordPress edit screen.

Menus

The wizard creates your main menu. To change it, go to **Appearance, Menus** in the dashboard, as with any WordPress menu. The **Menu** module shows a menu in a header, a footer or anywhere on a page. It can be horizontal or vertical, can open a mega menu, and turns into a phone menu at the breakpoint you choose.

10. More than one language

A Tilo website can have as many languages as you like, in any direction. The wizard builds English and a second language; for more, you copy a page or the whole website, choose the language and the direction, and change the words.



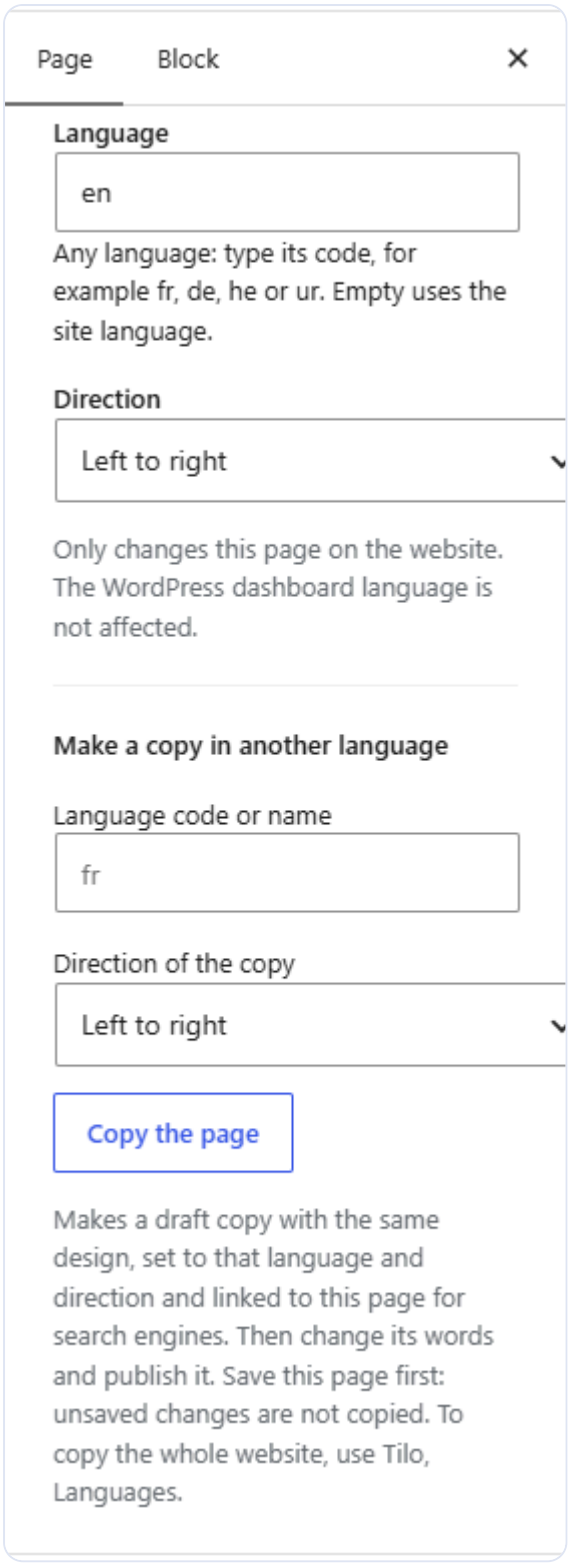
Languages: copy the whole website into another language.

HOW TO COPY THE WHOLE WEBSITE INTO ANOTHER LANGUAGE

1. Open **Tilo, Languages**.
2. In **Language** type the code of the language, for example `fr`, `de`, `es`, `he` or `ur`.
3. Choose the **Direction**: left to right or right to left.
4. Leave **Publish the copies now** unticked to save them as drafts for you to translate first.
5. Press **Copy the whole website**. A menu for that language is made too.
6. Open each copy, change the words, and publish it.

Nothing is translated for you.
The copies keep the design and are linked to the originals for search engines, so each page tells search engines which pages are translations of each other. Only published pages count for that link.

Copy a single page



On the edit screen of a page: its language and direction, and "Make a copy in another language".

HOW TO COPY ONE PAGE INTO ANOTHER LANGUAGE

1. Open the page in the normal WordPress editor and save it first (unsaved changes are not copied).
2. In the right column find the box **Page language and direction**.
3. Under **Make a copy in another language** type the language code or name and choose the direction of the copy.
4. Press **Copy the page**. A draft copy opens with the same design, set to that language and direction.
5. Change its words and publish it.

Language and direction of the whole site, and of one page

The language and direction of the website are in **Site Settings, Language**. Direction can be **Automatic (from language)** or set by hand. Any single page can override the language and the direction from its own box. The WordPress dashboard keeps its own language.

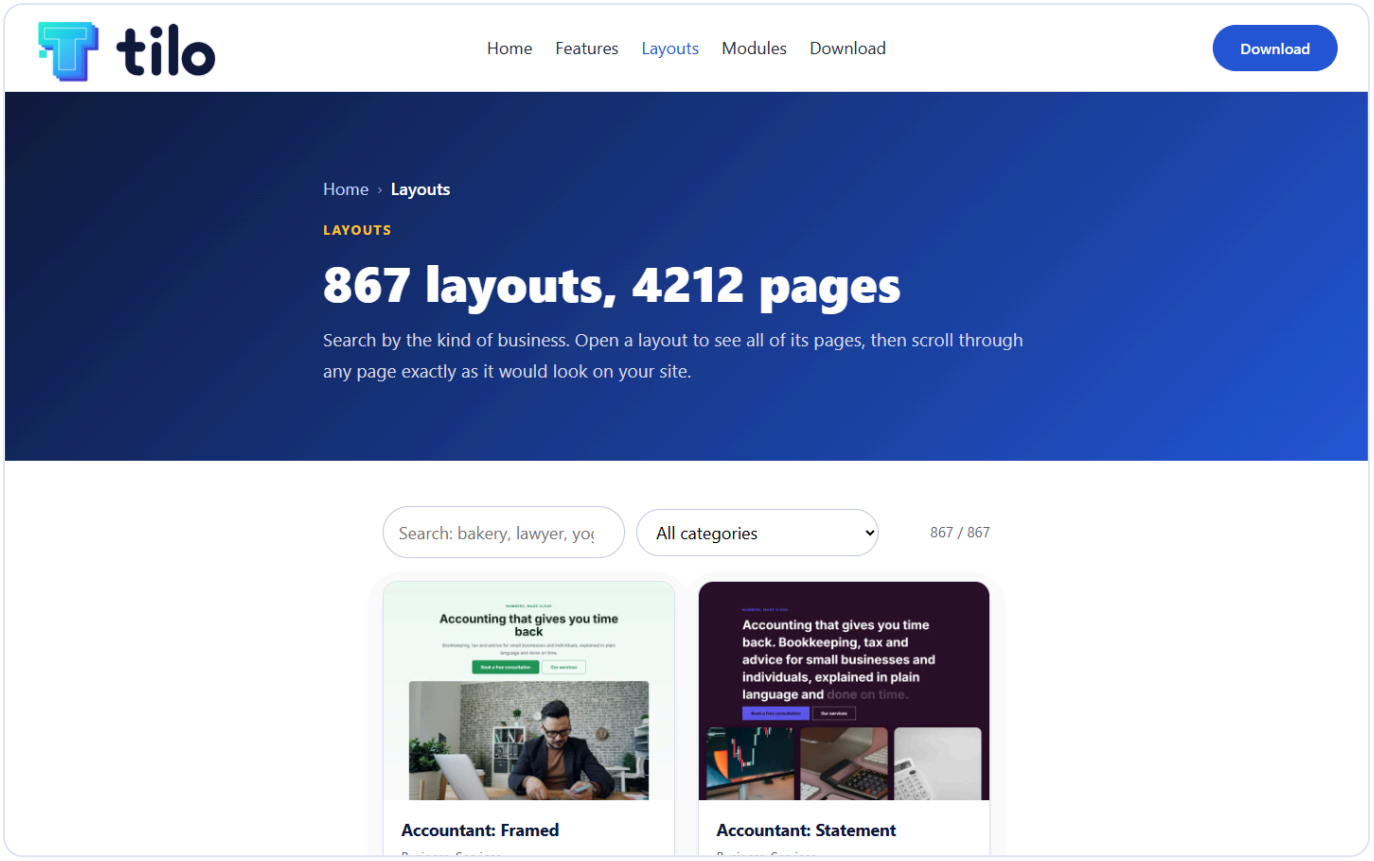
Right-to-left languages

Arabic, Hebrew, Persian, Urdu, Pashto, Sorani Kurdish, Sindhi, Uyghur, Syriac, Dhivehi, N'Ko, Adlam and every other right-to-left language work the same way: choose **Right to left** for the page or the site, and menus, sliders, arrows, spacing and alignment mirror by themselves.

11. Layouts and ready-made designs

Look at every layout before you choose

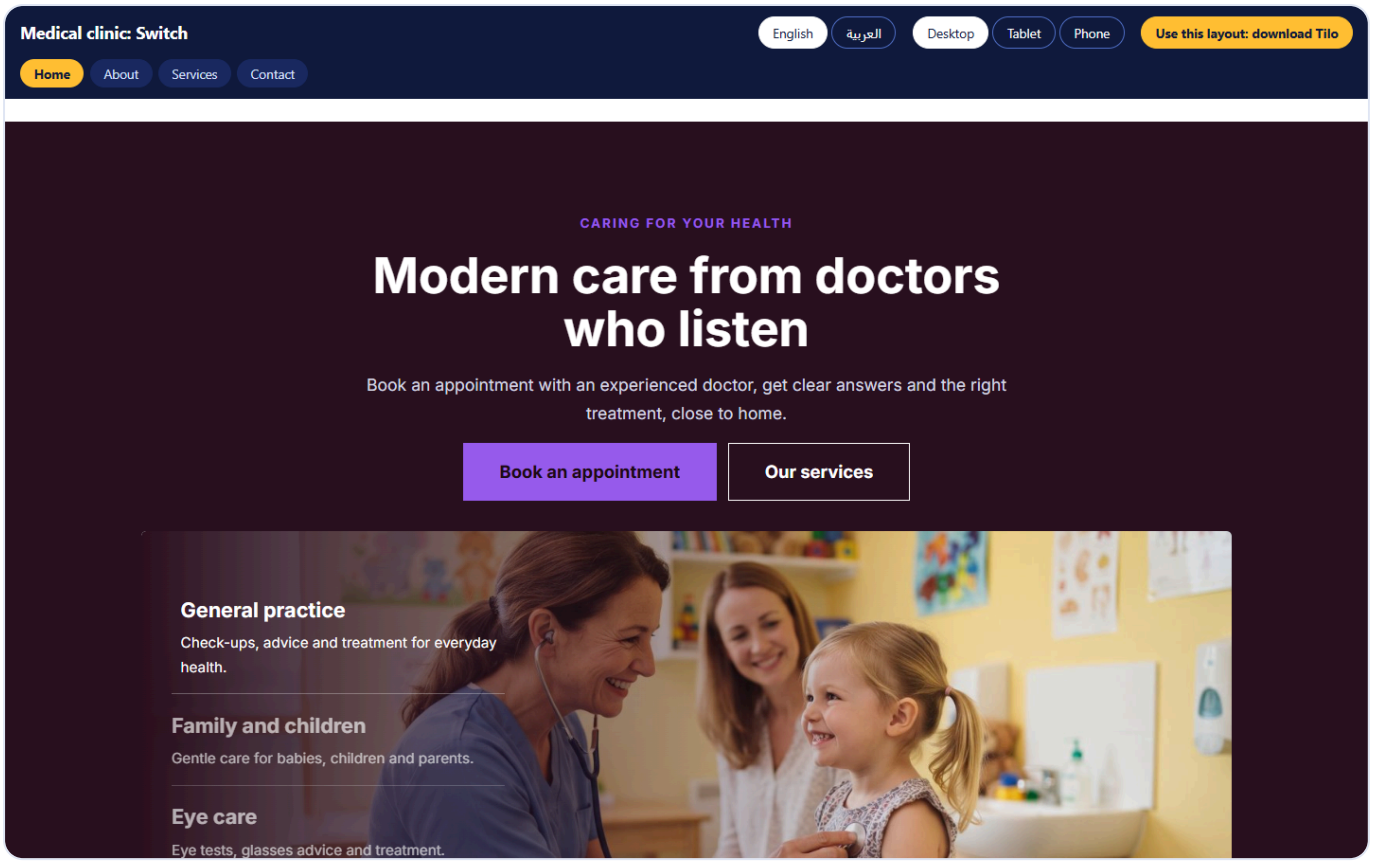
The **Layouts** page of the Tilo website shows every layout as a card. Each card lists its pages, and opens in a new tab so you can scroll through the real page.



The Layouts page: search, filter by category, and open any layout.

HOW TO PREVIEW A LAYOUT

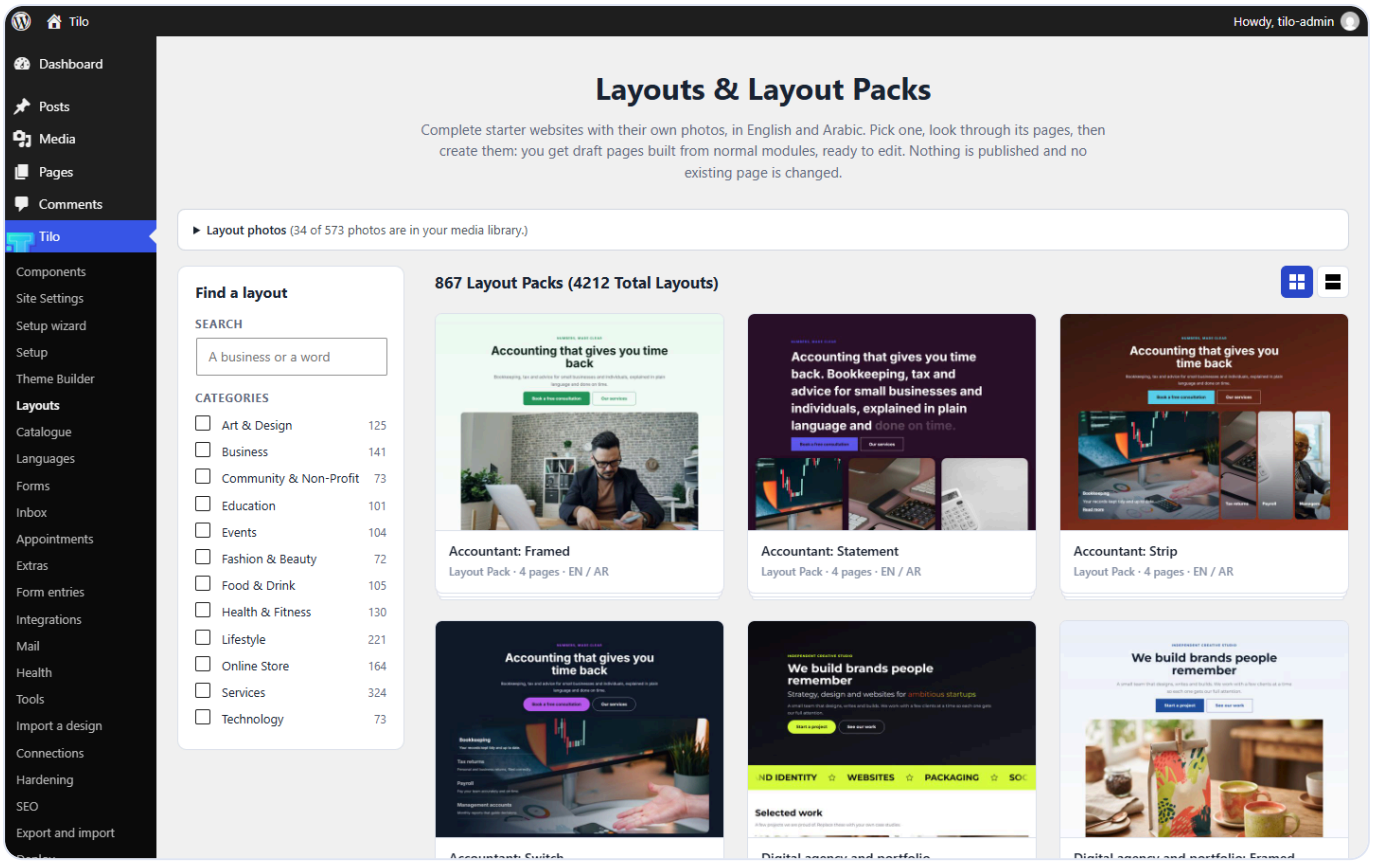
1. Open the **Layouts** page of the Tilo website.
2. Type a word in the search box or choose a category.
3. Click the picture of a layout, or the name of one of its pages. It opens in a new tab.



The layout viewer: pages along the top, English or Arabic, and Desktop, Tablet or Phone size.

In the viewer, press a page name to see that page, **English** or **Arabic** to switch language, and **Desktop**, **Tablet** or **Phone** to see how it looks at that size.

Add layouts to a site that already exists

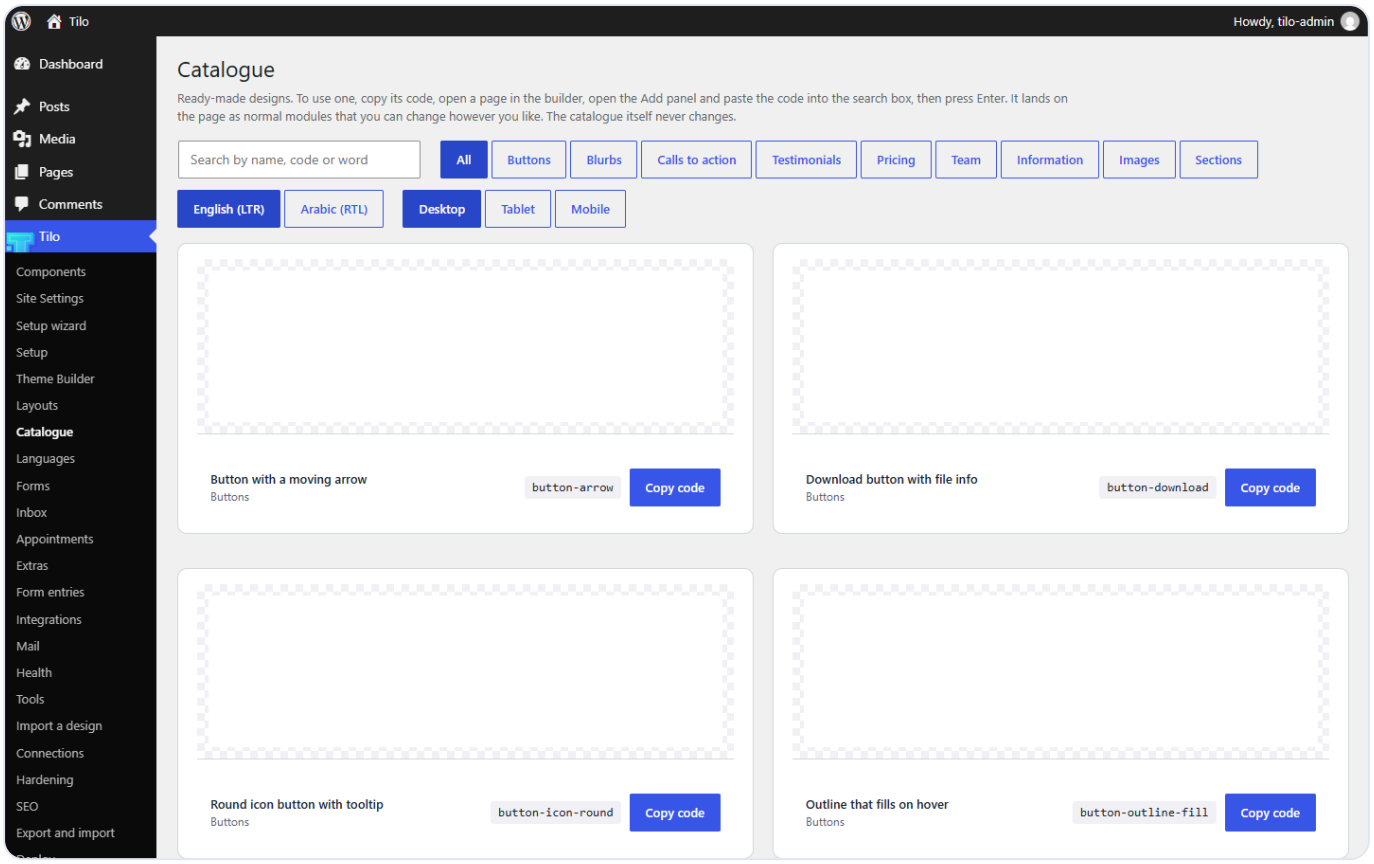


Tilo, Layouts in your dashboard: every layout, with search and categories.

HOW TO CREATE THE PAGES OF A LAYOUT WITHOUT RUNNING THE WIZARD

1. Open **Tilo, Layouts**.
2. Search or filter by category, and open the layout you want.
3. Choose to create its pages. You get draft pages built from normal modules, ready to edit. Nothing is published and no existing page is changed.

Ready-made parts: the Catalogue



The Catalogue: buttons, boxes, calls to action and whole sections, shown in your own colours.

The **Catalogue** holds ready-made designs of single parts. They appear in your own colours and fonts, and you add one with a click.

Bring an old website along

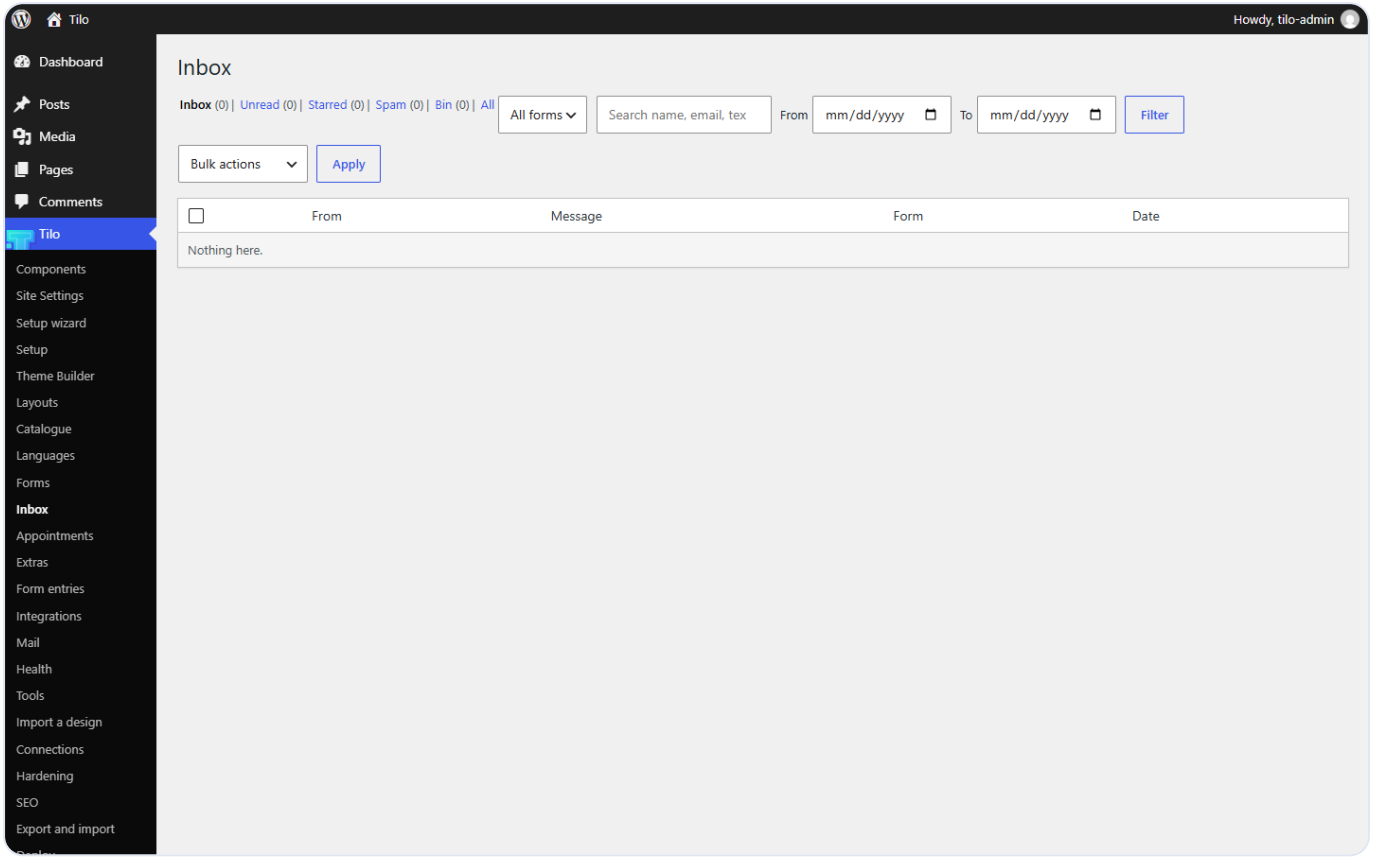
Tilo, Import a design brings in a design or a whole site kit you already have, so you do not rebuild from the start.

12. Forms, messages and appointments

Tilo has its own form builder. Every message is kept on your site in an inbox, and emails go out through your own mailbox settings. The screens are in the dashboard menu: **Forms**, **Inbox**, **Appointments**, **Mail** and **Connections**.

HOW TO MAKE A FORM AND SHOW IT ON A PAGE

1. Open **Forms** and press **Add new**, or start from one of the ready templates (contact, quote, booking, newsletter, job application, support, feedback, RSVP, order, donation, quiz, poll, sign-up, sign-in).
2. In the builder, click or drag fields into place: text, email, phone, choices, dates, file upload, signature and more. Set conditions, calculations or steps when you need them.
3. Save the form. Its list entry shows a shortcode such as `[mosaic_form id="12"]`.
4. In the page editor, add the **Form** module and choose the saved form, or paste the shortcode into a page.



The Inbox: every message that visitors send.

HOW TO READ AND ANSWER MESSAGES

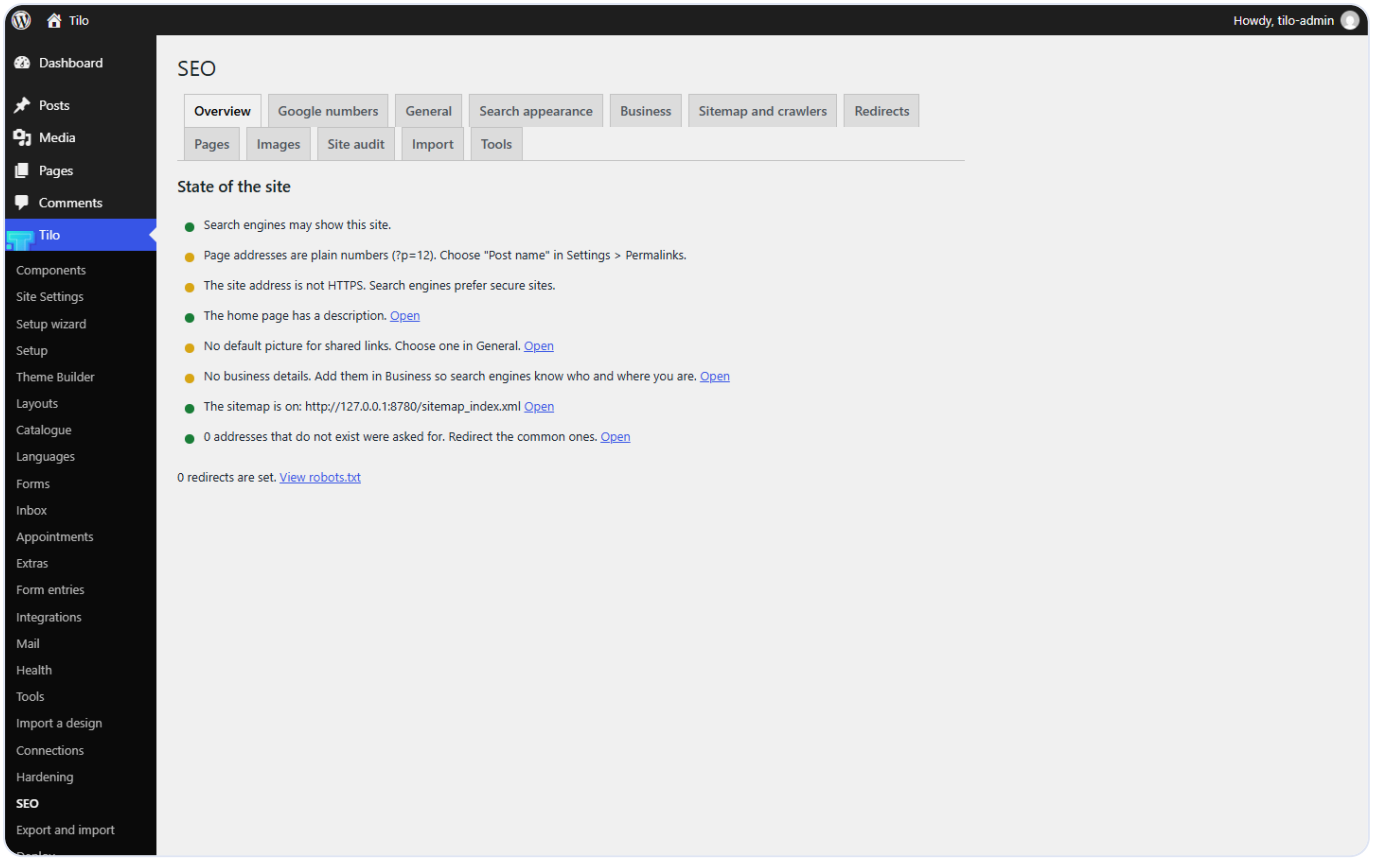
1. Open **Inbox**. A number next to it shows unread messages.
2. Open a message to read it. There are tabs for unread, starred and spam, a search box, private notes and a reply box.
3. Export the messages as a CSV file when you need them elsewhere.

Spam protection is built in.
A hidden trap, a minimum fill time and a limit per address work without setup. You can add reCAPTCHA, hCaptcha or Turnstile with a key.

Appointments adds opening hours, appointment length and breaks, no double booking, calendar files in the emails and reminders. **Mail** sets up sending through your own mailbox (SMTP). **Connections** sends entries to other services such as Slack, Mailchimp, HubSpot, Trello or Google Sheets.

13. Search engines (SEO)

Tilo does the work of an SEO plugin, so you do not need another one. If another SEO plugin (such as Yoast or Rank Math) is active, Tilo prints no duplicate tags.



Tilo, SEO: overview, appearance in search, sitemaps, redirects, page checks and a site audit.

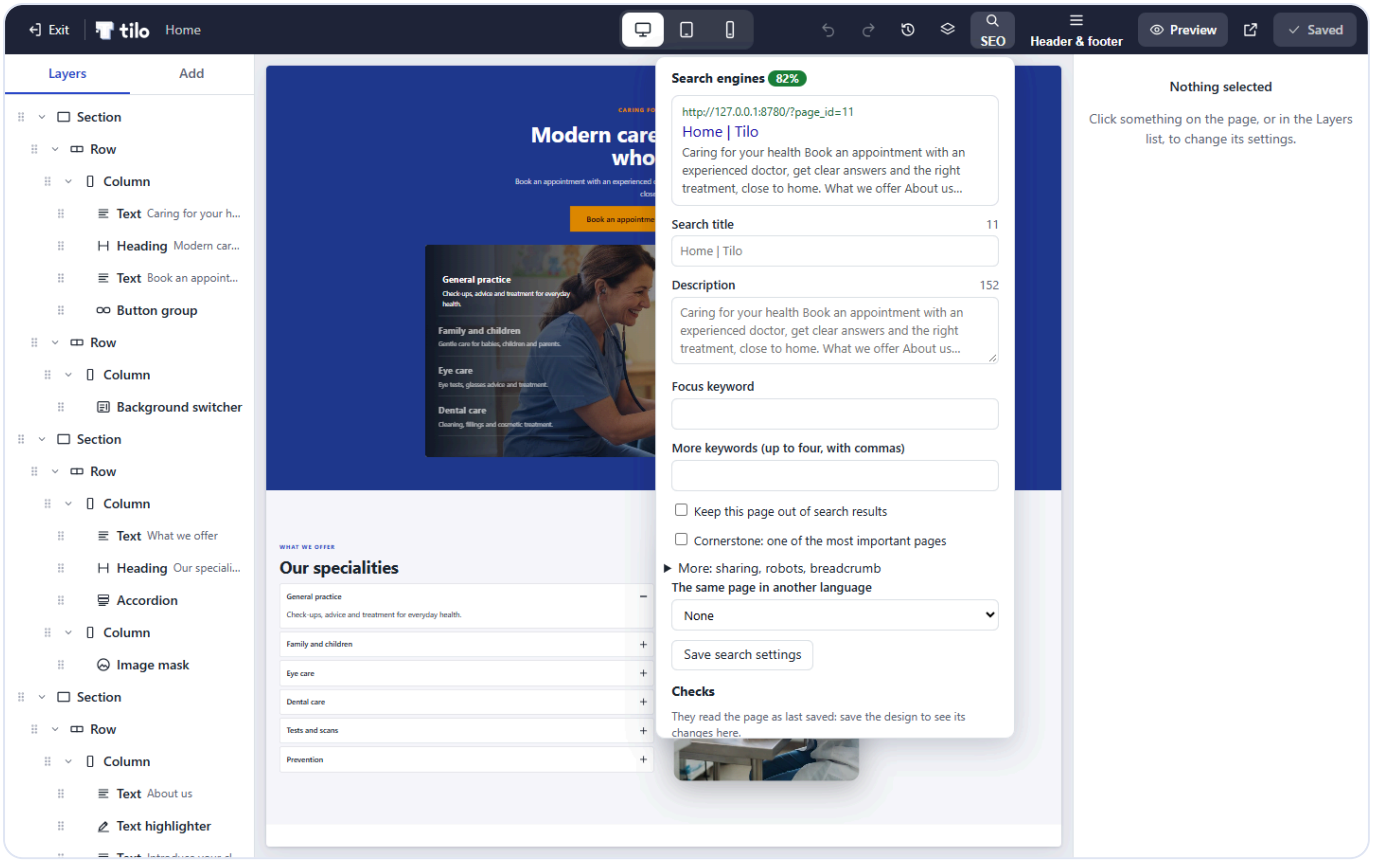
HOW TO SET THE TITLE AND DESCRIPTION OF A PAGE

1. Open the page in the editor and press **SEO** at the top.
2. Fill in the title and the description that people will see in search results.
3. Add a focus keyword if you want the page checked against it, then save.

Where to find everything

Open **Tilo, SEO** in the dashboard. The tabs across the top are: **Overview**, **Google numbers**, **General**, **Search appearance**, **Business**, **Sitemap and crawlers**, **Redirects**, **Pages**, **Images**, **Site audit**, **Import** and **Tools**. **Overview** is a checklist of what is set and what is missing, each with an **Open** link to the right tab.

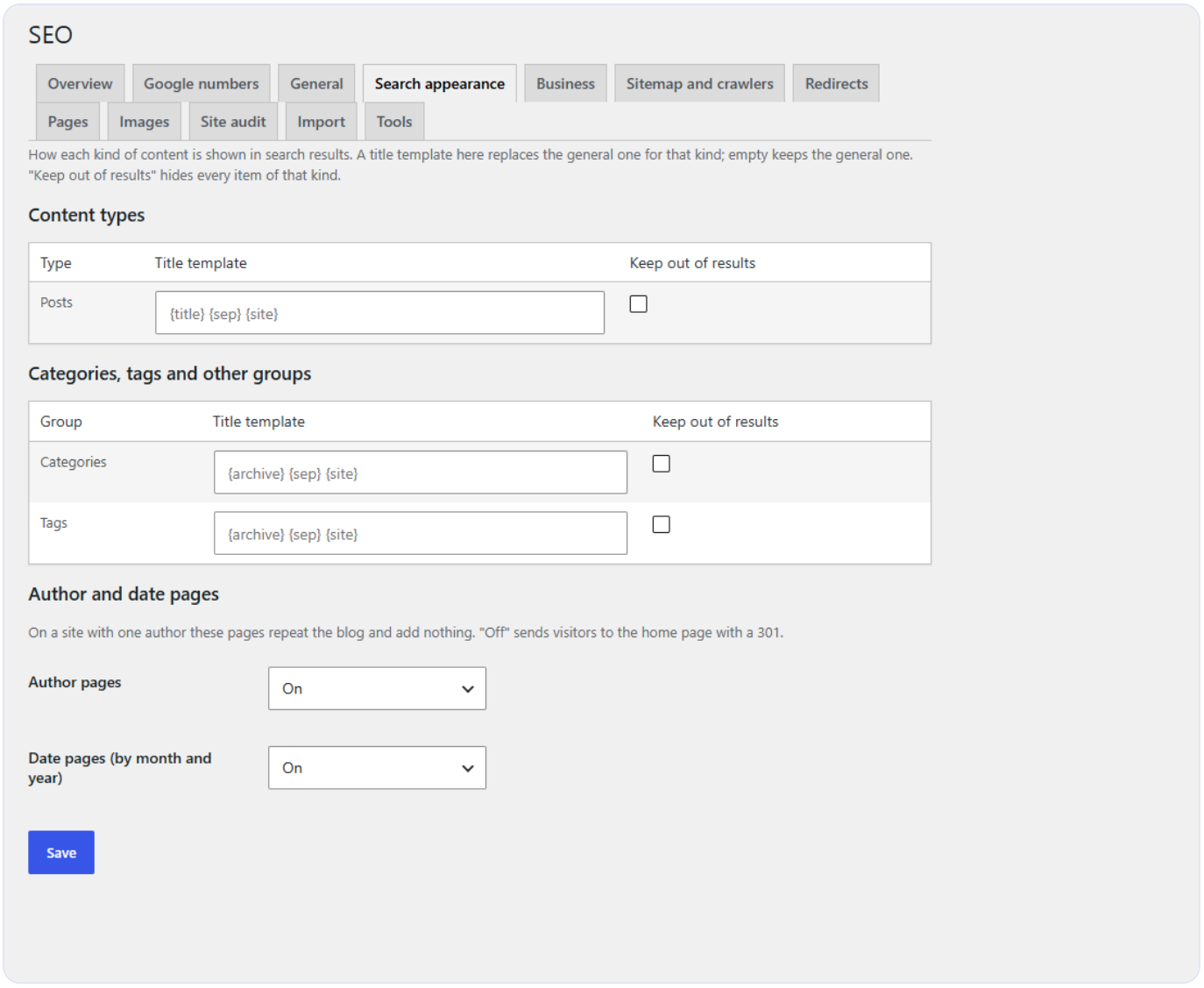
The SEO panel in the editor



The SEO panel in the editor: title, description, keywords, robots, breadcrumb and link suggestions for the page you are editing.

The panel also shows a score from the page checks (title and description length, the focus keyword, headings, picture descriptions, links, text length and readability) and suggests other pages of your site to link to. Arabic pages are checked on everything that does not depend on English word lists.

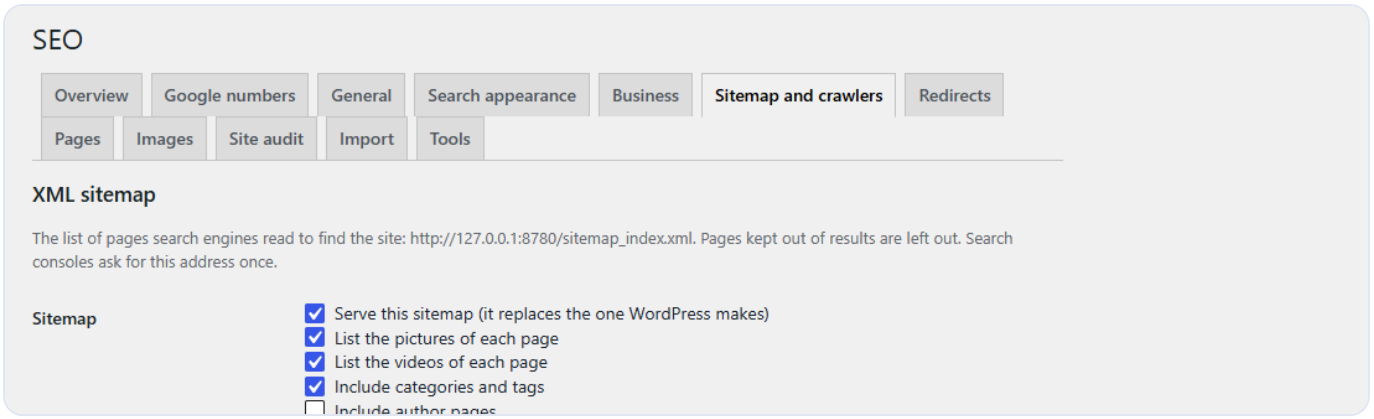
Search appearance



Search appearance: how titles are written for each kind of page, and which archives search engines may list.

Titles follow a template such as **{title} {sep} {site}**, set separately for the home page, pages, posts, archives, search results and the "page not found" page. Here you can also keep author pages and date pages out of results, or send them to the home page.

Sitemap and crawlers



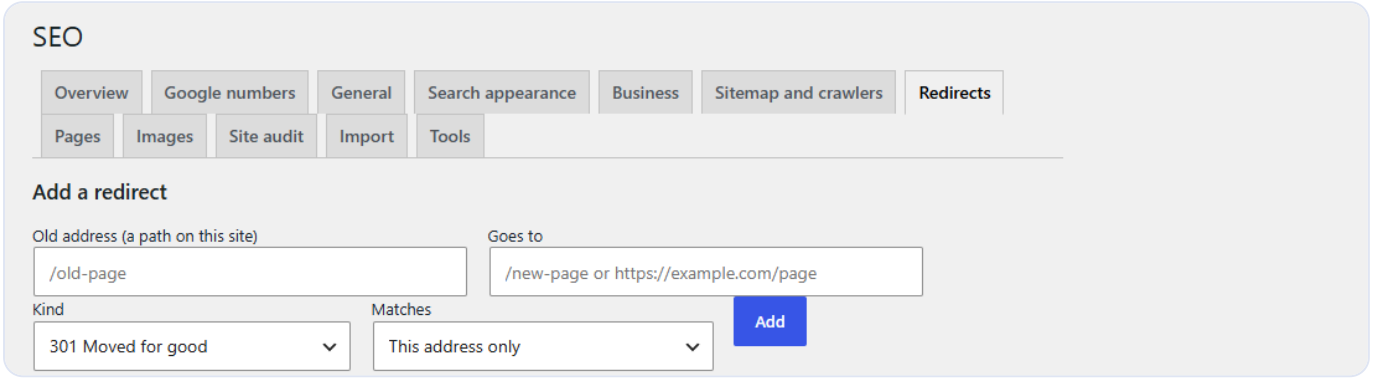
Sitemap and crawlers: the XML sitemap and what it lists.

HOW TO SEND YOUR SITEMAP TO GOOGLE

1. Open **Tilo, SEO** and the tab **Sitemap and crawlers**.
2. Copy the sitemap address shown at the top (it ends in **/sitemap_index.xml**).
3. In Google Search Console, open **Sitemaps**, paste the address and press **Submit**. You do this once.

On the same tab, **AI crawlers** lets you tick the AI companies' crawlers you want to turn away (17 are listed, grouped as training, search and "when a user asks"). **llms.txt** is a plain list of your main pages for AI tools. **IndexNow** tells Bing, Yandex and similar engines the moment you publish or change a page; it is off until you switch it on.

Redirects and the 404 log



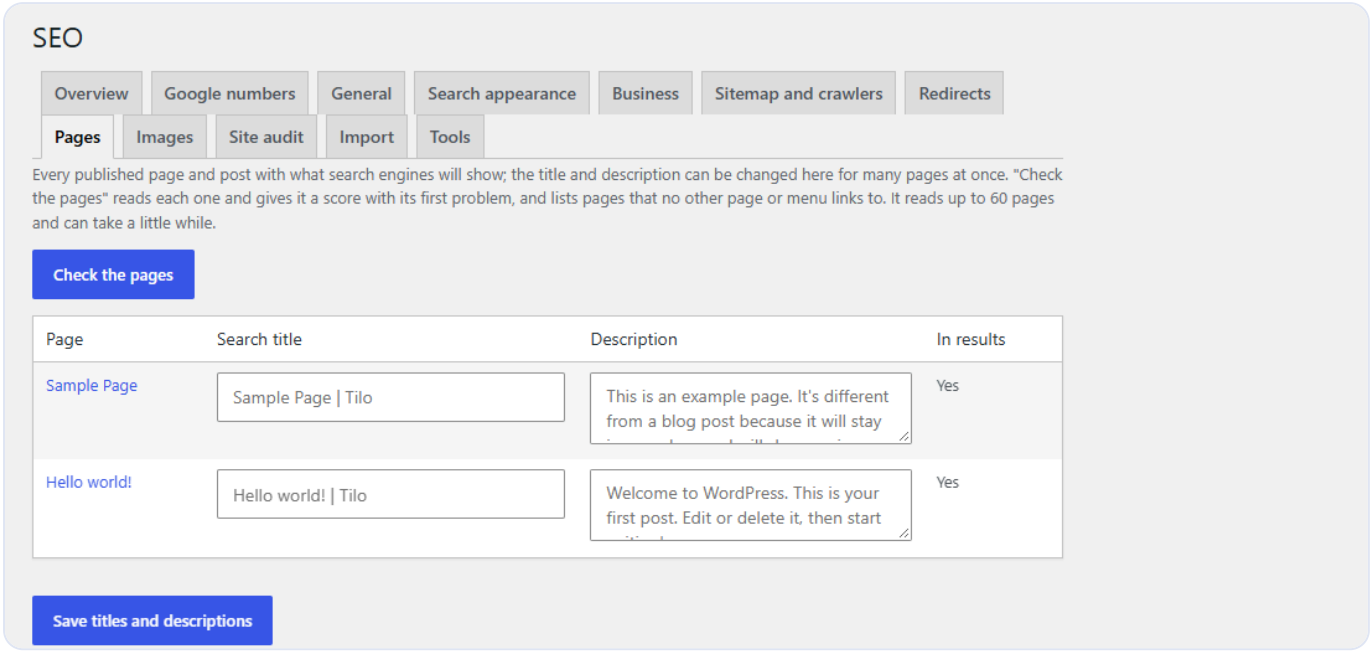
Redirects: an old address, where it should go, and the kind of redirect.

HOW TO REDIRECT AN OLD ADDRESS TO A NEW PAGE

1. Open **Tilo, SEO** and the tab **Redirects**.
2. In **Old address** write the path people used, for example **/old-page**.
3. In **Goes to** write the new path, or a full address starting with https://.
4. Leave **Kind** on **301 Moved for good** unless you know you need another, then press **Add**.

Tilo adds a 301 by itself when you change the address of a published page. Below the list you find the **404 log**: the addresses visitors asked for and did not find, most asked first, each with a one-click redirect. Rules can also match a whole folder (**/blog/*** to **/news/$1**) and can be imported and exported as a CSV file.

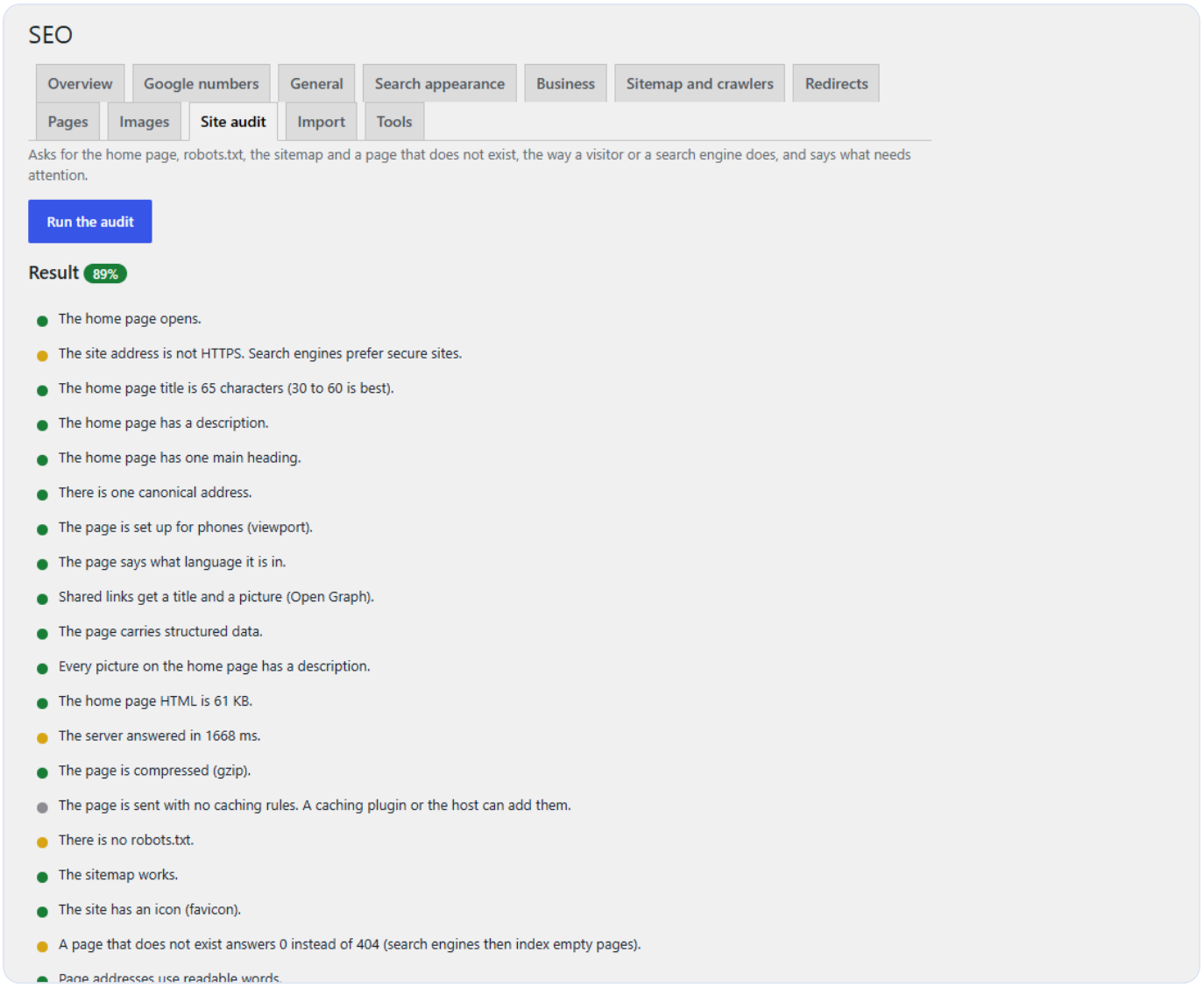
Pages: checks, bulk editing and orphans



Pages: the title and description of every page in one list, with the check score of each.

Edit many titles and descriptions in one place. The tab also lists **pages nothing links to** (menu items count as links), which search engines find hard to reach. **Images** lists pictures with no description and suggests one from the file name; you can fill them one by one or all at once.

The site audit



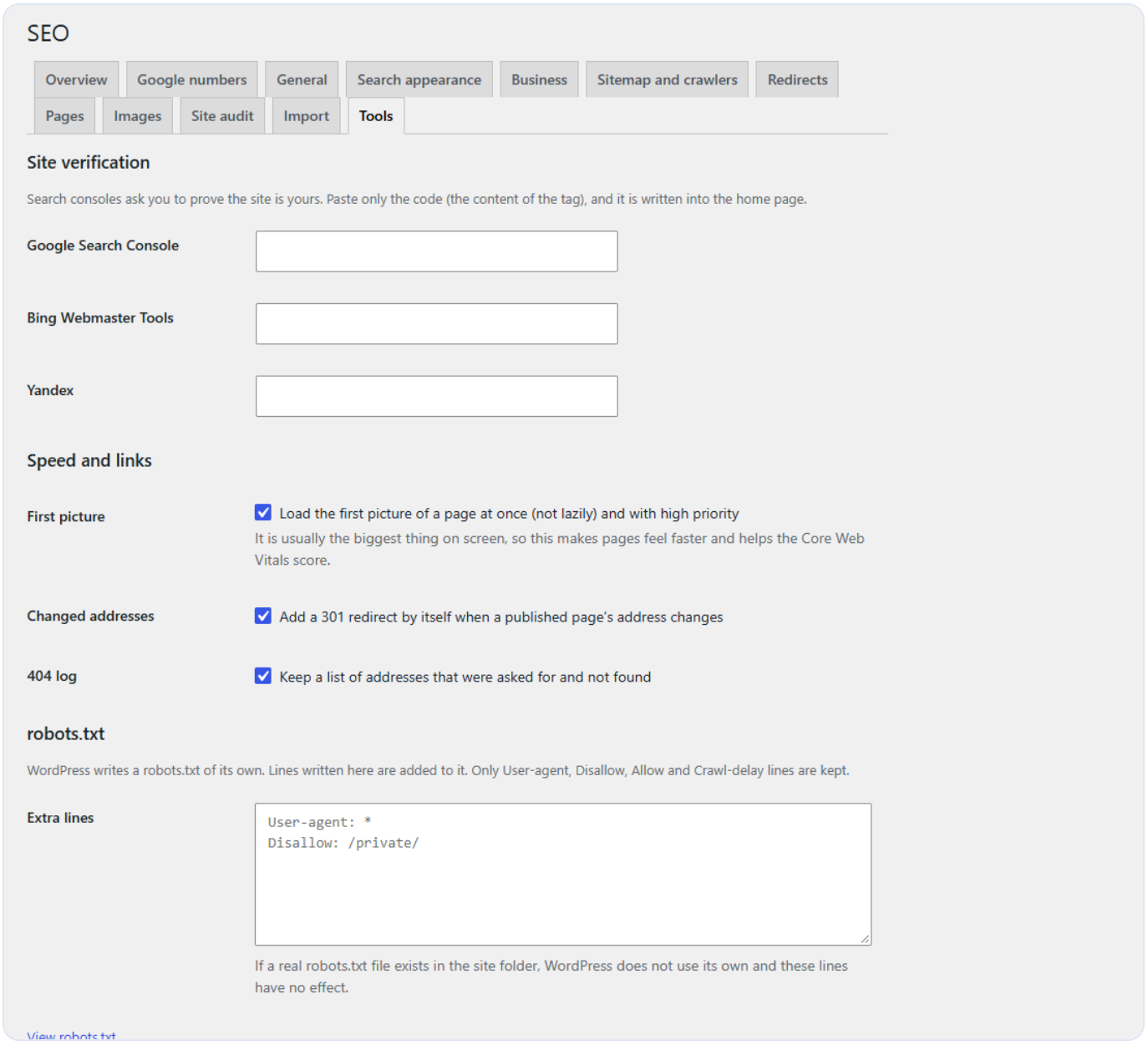
Site audit: press the button and read the findings and the score.

HOW TO CHECK YOUR WHOLE SITE FOR SEO PROBLEMS

1. Open **Tilo, SEO** and the tab **Site audit**.
2. Press **Run the audit** and wait a few seconds.
3. Read the list. Each finding says what is wrong and what to do. Fix it, then run the audit again.

The audit asks for the home page, robots.txt, the sitemap and a page that does not exist, the way a visitor or a search engine would. It reports about 25 findings (indexability, HTTPS, redirects, canonical address, title, description, social card, structured data, sitemap and robots.txt agreement, how a missing page answers) and a score.

Tools, import and Google numbers

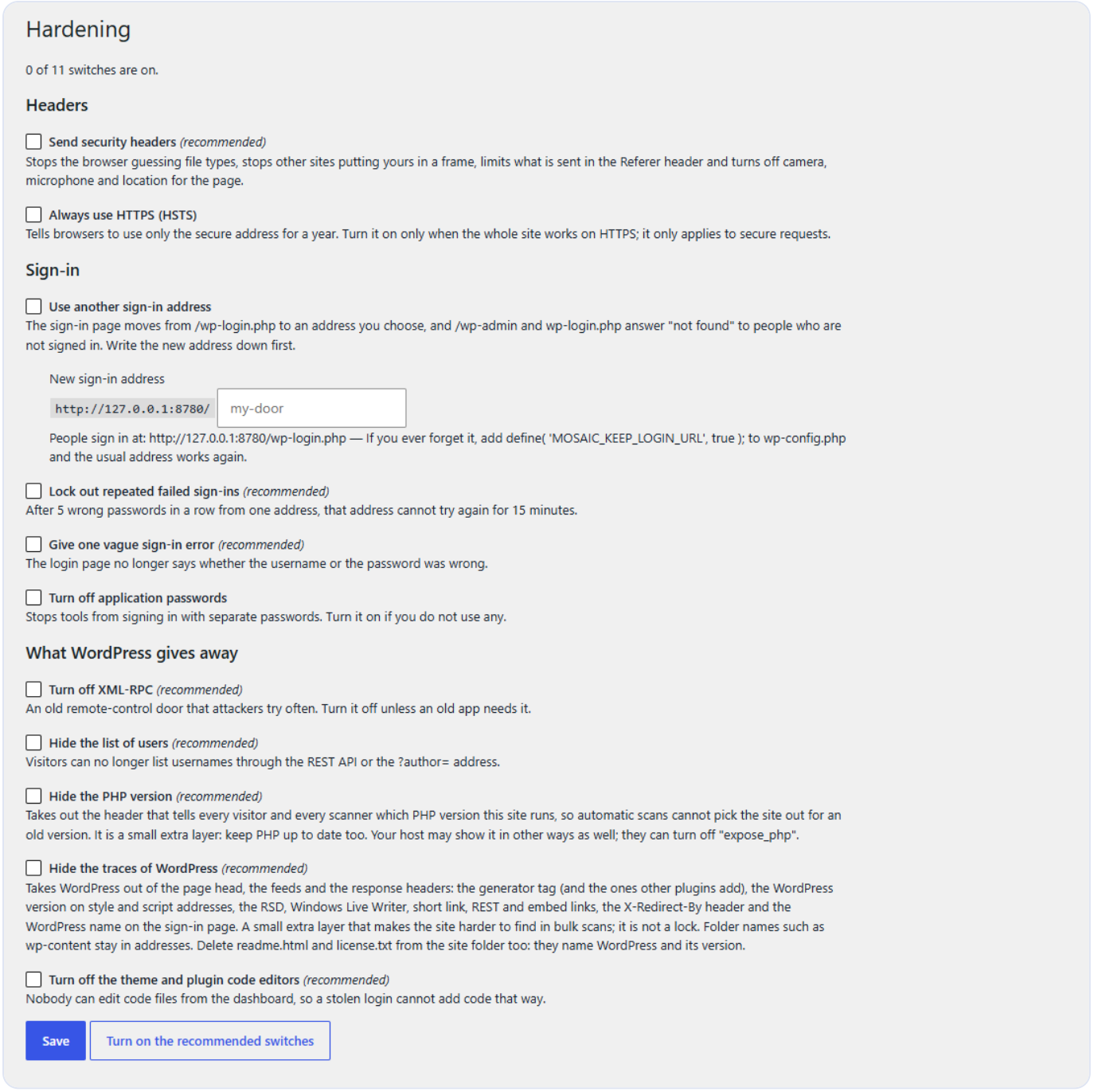


Tools: site verification codes, robots.txt and head clean-up switches.

- **Tools** holds the verification codes for Google, Bing and Yandex, extra lines for robots.txt and clean-up switches (for example removing the WordPress version from the page head).
- **Import** brings in the titles, descriptions, focus keywords, redirects and main settings from Yoast SEO, Rank Math, All in One SEO or SEOPress. Nothing is deleted from the other plugin, and a "check only" run shows what would come in. Switch the other plugin off afterwards so only one prints the tags.
- **Business** describes your organisation (name, logo, opening hours, branches) for the structured data that search engines read.
- **Google numbers** shows clicks, impressions, visits and calls from your Google accounts. It needs a Google service account key that you paste once; it is stored encrypted. This part has only been tested against a simulated Google, so please tell us how it works with a real account.

14. Hardening: keeping the site safe

Many attacks on WordPress sites are not clever: they try common passwords on the sign-in page, ask for the list of users, or knock on old doors that most sites do not need. **Tilo, Hardening** closes those doors with switches. Every switch is off until you turn it on, and each one explains itself in plain words.



Hardening: eleven switches in three groups, and one button that turns on the recommended ones.

HOW TO TURN ON THE RECOMMENDED PROTECTION

1. Open **Tilo, Hardening**. The line under the title says how many of the eleven switches are on.
2. Press **Turn on the recommended switches**. The switches marked *(recommended)* are ticked.
3. Press **Save**. Open your website and sign in once to be sure everything still works.

What each switch does

Group	Switch	What it does
Headers	**Send security headers** (recommended)	The browser no longer guesses file types, other sites cannot show yours inside a frame, less is sent in the Referer header, and camera, microphone and location are off for your pages.
	Always use HTTPS (HSTS)	Tells browsers to use only the secure address for a year. Turn it on only when the whole site works on HTTPS.
Sign-in	**Use another sign-in address**	Moves the sign-in page from **/wp-login.php** to an address you choose. People who are not signed in see "not found" at the old address.
	Lock out repeated failed sign-ins (recommended)	After 5 wrong passwords in a row from one address, that address must wait 15 minutes.
	Give one vague sign-in error (recommended)	The sign-in page no longer says whether the username or the password was wrong.
	Turn off application passwords	Stops other tools from signing in with separate passwords. Turn it on if you use none.

Group	Switch	What it does
What WordPress gives away	**Turn off XML-RPC** (recommended)	Closes an old remote-control door that attackers try often. Leave it open only if an old app needs it.
	Hide the list of users (recommended)	Visitors can no longer list usernames through the REST API or the **?author=** address.
	Turn off the theme and plugin code editors (recommended)	Nobody can edit code files from the dashboard, so a stolen login cannot add code that way.
	Hide the PHP version (recommended)	Takes out the header that tells every visitor and scanner which PHP version the site runs, so automatic scans cannot pick it out for an old version. A small extra layer: keep PHP up to date too.
	Hide the traces of WordPress (recommended)	Takes WordPress's name and version out of the page, the feeds and the headers: the generator tags (also the ones other plugins add), the version on style and script addresses, the discovery links and the WordPress name on the sign-in page. It makes the site harder to find in bulk scans; it is not a lock, and folder names such as wp-content remain.

HOW TO MOVE THE SIGN-IN ADDRESS

1. Open **Tilo, Hardening** and tick **Use another sign-in address**.
2. In **New sign-in address** write 3 to 40 letters, numbers or hyphens, for example **my-door**. It cannot be a word WordPress already uses or the address of one of your pages.
3. **Write the new address down** where you will find it, then press **Save**.
4. Sign in at the new address. The screen shows it under the field: "People sign in at".

> **If you forget the new address.**
> Add the line `define( 'MOSAIC_KEEP_LOGIN_URL', true );` to the file **wp-config.php** (through your host's file manager). The usual **/wp-login.php** works again until you remove the line. The setting keeps its old internal name on purpose.

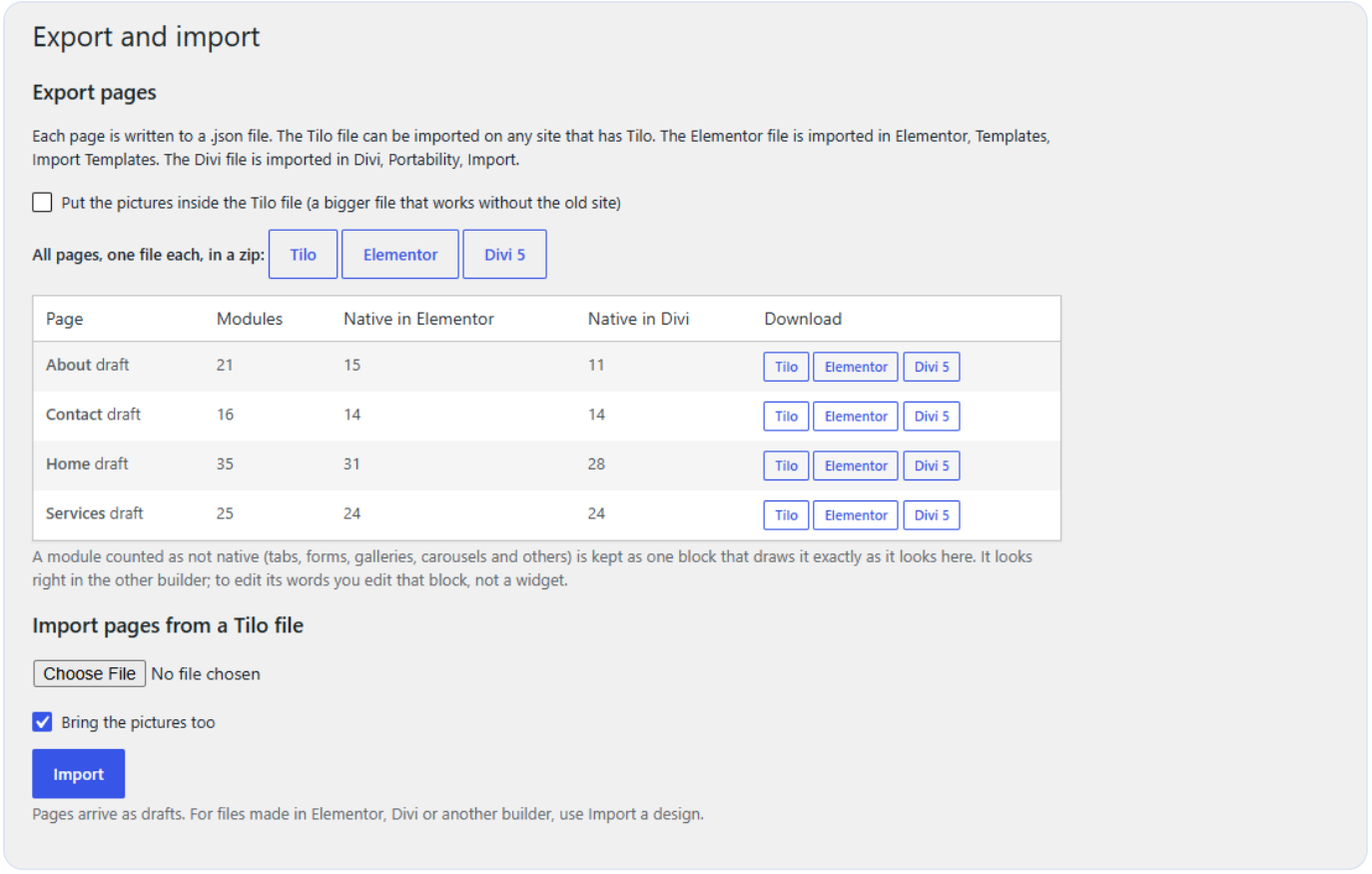
What is already protected, without a switch

- Every route the editor uses checks that you may edit that very page. Every dashboard screen checks your role and carries a one-time token.
- The contact form has a hidden trap, a minimum fill time and a limit per address. Visitors cannot change who receives the message.
- Text and SVG you paste are cleaned when a page is saved and again when it is drawn. Embedded videos and maps load only after a click, from a list of known hosts.
- The live search answers at most 60 requests a minute to one visitor.

The **Tilo, Health** checklist counts these switches too: it warns while fewer than five of the eleven are on. The full review, with what was tested, is in the file **docs/hardening.md** of the project. What it does **not** cover: a penetration test by an outside company and load testing under real traffic. Please do not treat a test site as proven safe for real visitors until those are done.

15. Export and import pages

Open **Tilo, Export and import**. Every page you built with Tilo is listed, and each can be written to a **.json** file, one page or all of them, in three kinds of file: for another site that has Tilo, for Elementor, and for Divi 5.



Export and import: a button for each page and each kind of file, and an upload box for Tilo files.

HOW TO EXPORT ONE PAGE OR ALL PAGES

1. Open **Tilo, Export and import**.
2. Next to the page, press **Tilo**, **Elementor** or **Divi 5**. A file is downloaded.
3. For every page at once press one of the buttons in **All pages, one file each, in a zip**. You get a zip with one file per page.
4. Tick **Put the pictures inside the Tilo file** first if the file must work without the old site. The file is bigger.

HOW TO BRING A TILO FILE INTO ANOTHER SITE

1. On the other site, install Tilo and open **Tilo, Export and import**.
2. Under **Import pages from a Tilo file** choose the .json file, or the zip of several.
3. Leave **Bring the pictures too** ticked, and press **Import**.
4. Each page arrives as a **draft**, with its title, language and direction and its search settings. Open it from the list, check it, and publish it.

Moving a page to Elementor or Divi

HOW TO USE THE ELEMENTOR FILE

1. Export the page with the **Elementor** button.
2. In Elementor open **Templates, Saved Templates**, press **Import Templates** and choose the file.
3. Add a new page, press the folder icon in the Elementor editor, open **My Templates** and insert the imported template.

HOW TO USE THE DIVI FILE

1. Export the page with the **Divi 5** button.
2. In Divi open the **Divi Library** (or the Portability button of the builder), choose **Import** and pick the file. The pictures are inside the file and are added to the media library.
3. Load the imported layout into a page.

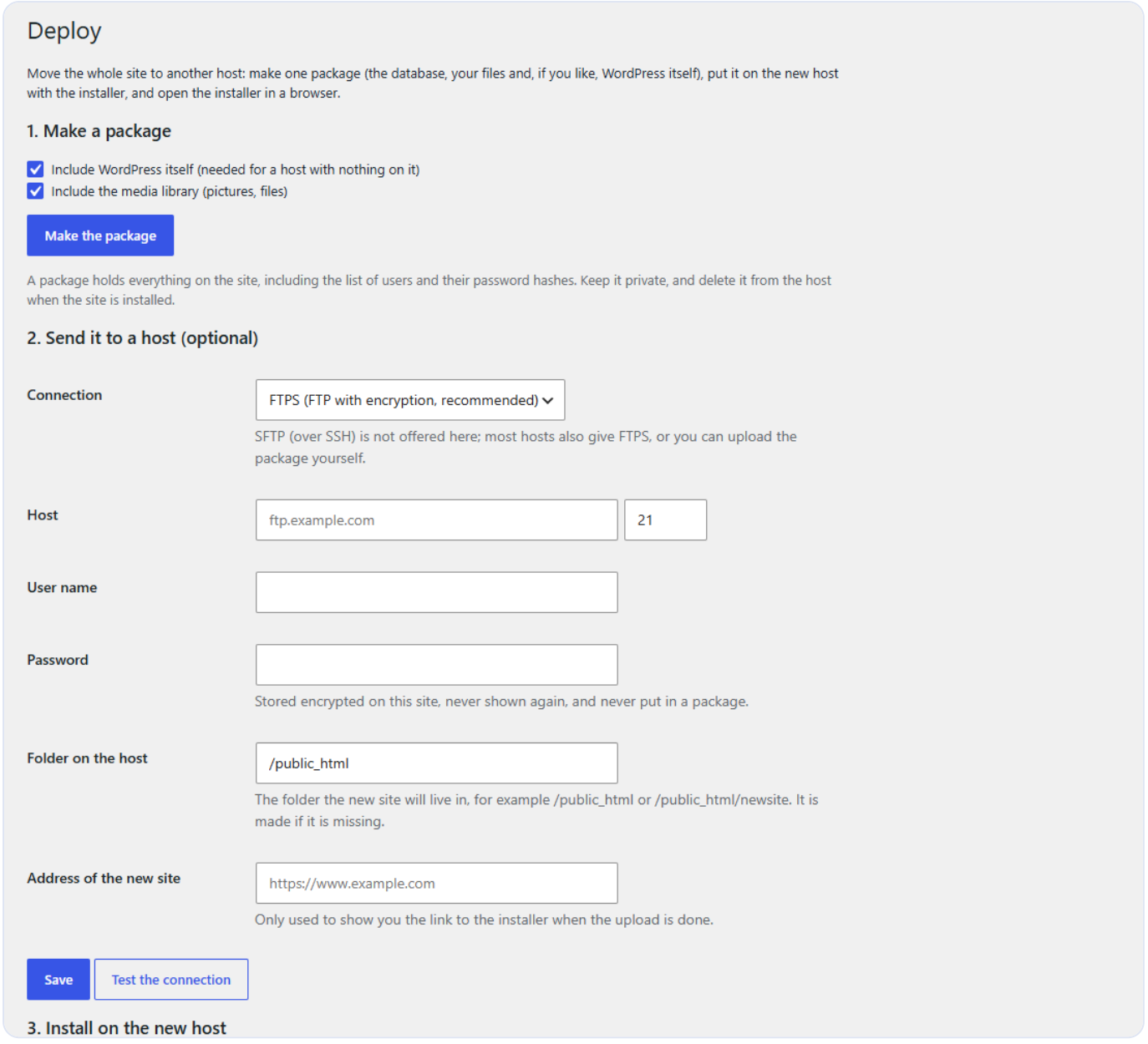
What comes across. Headings, text, pictures, buttons, icons, icon boxes, lists, accordions and a few more become real widgets or modules you can edit in the other builder, with their colours, spacing, backgrounds and phone layout. The table on the screen shows, for each page, how many of its modules become real widgets in Elementor and in Divi. Every other module (forms, tabs, galleries, carousels and others) is kept as **one block that looks exactly the same**; its words are edited inside that block.

Please check the result.

Fonts are not carried (the other site's fonts apply), and a few details are approximated: for example Divi has fixed column layouts, so an uneven layout may move to the nearest one. Tell us what looks different.

16. Deploy: move the whole site

Tilo, Deploy packs the whole website, the database, the files and, if you like, WordPress itself, into **one zip**, with a small installer. Put both on a new host, open the installer in a browser, and the site is there. It can also send the package to the host for you over FTP.



Deploy: make the package, optionally send it over FTP, then install.

HOW TO MOVE THE SITE TO A NEW HOST

1. Open **Tilo, Deploy**. Leave both boxes ticked unless the new host already has WordPress, and press **Make the package**. A bar shows how far it is; a big site takes a few minutes. Do not close the page.
2. When it is ready, the package appears in a list. Press **Download the zip** and **Download the installer**.
3. On the new host create an empty database and a database user. Write down the name, the user and the password.
4. Upload the zip and the installer to the folder of the new site (with the host's file manager or your own FTP program), both in the same folder.
5. Open the installer in a browser, for example **https://www.example.com/installer-abc123.php**. It checks the server, then asks for the database details and the address of the new site. Press **Install now**.
6. When it says the site is installed, press **Delete the installer and the package**. Sign in with the same user name and password as on the old site.

HOW TO SEND THE PACKAGE TO THE HOST OVER FTP

1. In **Send it to a host** choose **FTPS** (encrypted) unless your host only offers plain FTP. Write the host, the port, the user name and the password.
2. In **Folder on the host** write where the new site will live, for example **/public_html**. It is made if it is missing.
3. Write the address of the new site, then press **Save** and **Test the connection**.
4. Press **Send to the host** next to the package. A bar shows the upload; when it ends you get the link to the installer.

Keep the package private.

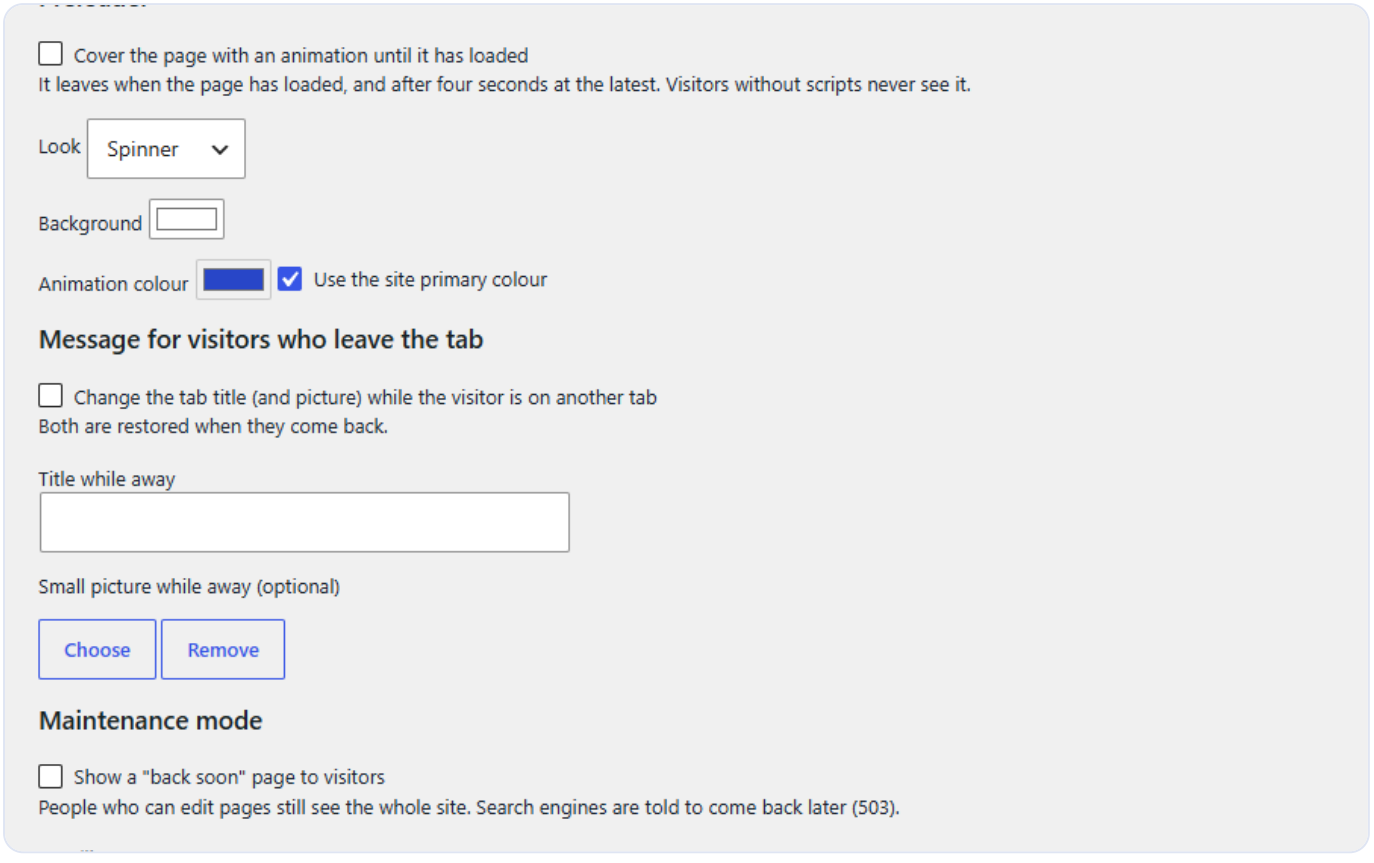
It holds everything on the site, including the list of users and their password hashes. The FTP password is stored encrypted, is never shown again and is never put in a package. Delete the package from the old site (the list has a button) and from the new host when you are done. SFTP (over SSH) is not offered; most hosts also give FTPS.

17. Extras and switches

Small features that sites often need live in **Tilo, Extras**. Each one is off until you switch it on, and nothing is loaded for a feature that is off.



Extras: Reading progress, shown as a bar or a circle.



Extras: preloader, a message for visitors who leave the tab, and maintenance mode.

HOW TO PUT THE SITE IN MAINTENANCE MODE

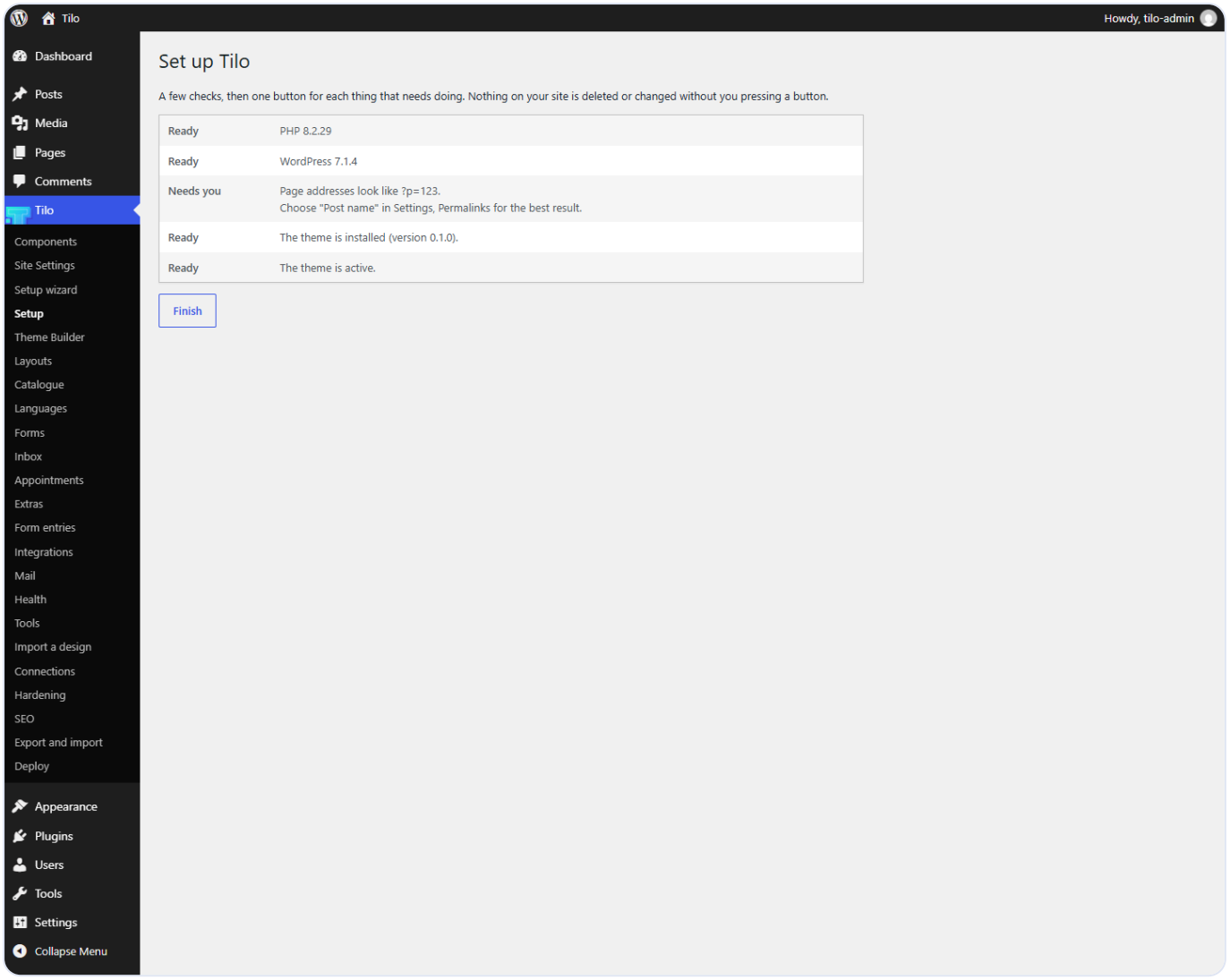
1. Open **Tilo, Extras** and go to **Maintenance mode**.
2. Tick **Show a "back soon" page to visitors**, and write a headline and a message.
3. Press **Save**. Visitors see the plain page; people who can edit pages still see the whole site. Search engines are told to come back later.
4. Untick it again when you are ready to open.

Other extras: a reading progress bar, a preloader that never blocks a visitor for more than four seconds, a different tab title while the visitor is on another tab, a branded login page with your logo and colours, and small clean-ups such as hiding the WordPress version.

Components (first item of the menu) lets you switch off the parts you do not use, such as forms, popups, SEO, extras and groups of modules. A part that is off loads nothing.

18. Your theme and going back

Tilo works with its own matching theme, which the wizard can install for you. Your pages and templates stay in the plugin, not in the theme. Your earlier theme is remembered, so you can go back to it.



Tilo, Setup: a few checks, then one button for each thing that needs doing. Nothing changes until you press a button.

HOW TO GO BACK TO YOUR OLD THEME

1. Open **Tilo, Setup**.
2. Use the button that switches back to the theme you used before.
3. Your pages and templates stay as they are.

Safe by design.

Tilo never overwrites a theme folder that is not its own.

19. Troubleshooting and questions

The download button does nothing

Try the page in your normal browser window (Chrome, Edge, Firefox, Brave) rather than inside another program. Check the downloads icon of the browser: some browsers hold a download there until you allow it. If you use a content blocker, try the page once with it switched off for this website.

The layout step shows no pictures

Layouts and their pictures are fetched from the Tilo website, so your computer needs a working internet connection. Reload the wizard step and wait a few seconds.

The wizard stops while building

Building fetches pictures and can take a minute. Do not close the page. If your hosting ends long requests early, press **Build my website** again: pages that were already made are not damaged, but a second set of pages may be added, so delete the extras from **Pages**.

My page looks too wide, or text is cut off on a phone

Reload the page with a hard refresh (`Ctrl` + `F5`). Browsers keep a plugin's style files for a while, and a hard refresh fetches the new ones. Version 0.1.1 and later fix a problem where some layouts made the page wider than a phone screen.

I changed something and the website did not change

Check that you pressed **Save** (the button should say **Saved**) and that the page is published. If your hosting or a cache plugin keeps pages for a while, use the **Clear cache** button in the black bar or clear the cache of that plugin.

Where is my old theme's header and footer?

If a page hides the theme's header and footer, or you built your own in Theme Builder, they replace the theme's. See Headers, footers and menus.

How do I remove a layout I do not want?

The pages a layout made are normal WordPress pages. Go to **Pages**, select them and move them to the bin.

Can I use Tilo on a site that already has pages?

Yes. The wizard only adds new pages. Nothing existing is deleted or changed without you pressing a button.

HOW TO UPDATE TILO

1. Open **Plugins** in the dashboard. When there is a new version, the Tilo row says **There is a new version of Tilo available**. The same notice shows in **Dashboard, Updates**.
2. Press **View version details** to read what is new, then press **Update now**. Your pages and settings stay as they are.
3. To have it done for you, press **Enable auto-updates** on the Tilo row. WordPress then installs new versions by itself.
4. If you do not see a new version yet, open **Dashboard, Updates** and press **Check again**.

20. Keyboard shortcuts

Shortcut	What it does
`Ctrl` + `S`	Save the page
`Ctrl` + `Z`	Undo
`Ctrl` + `Shift` + `Z` or `Ctrl` + `Y`	Redo
`Ctrl` + `C`, `Ctrl` + `X`, `Ctrl` + `V`	Copy, cut and paste the selected item (it can be pasted on another page)
`Ctrl` + `Alt` + `C`, `Ctrl` + `Alt` + `V`	Copy and paste only the style
`Ctrl` + `D`	Duplicate
`Delete`	Delete the selected item
`Esc`	Deselect
`Alt` + `Up` / `Alt` + `Down`	Move the selected item up or down

On a Mac use `Cmd` in place of `Ctrl`. Shortcuts that change the page are ignored while you are typing in a field.

21. Words used in this guide

Word	Meaning
Layout	A complete starter website with its own photos and pages.
Wizard	The short set of steps that builds your website from a layout.
Section, row, column	The three levels that hold a page: a full-width band, a line inside it, and a column inside the line.
Module	One building block, such as a heading, a button or a slider.
Catalogue	Ready-made designs of single parts that you add with a click.
Template	A header or footer designed in the editor and shown where you choose.
Breakpoint	The screen width at which the layout changes for tablet or desktop.
RTL	Right to left: the direction of Arabic, Hebrew, Persian, Urdu and other languages.
Draft	A page that is saved but not yet visible to visitors.
Alt text	The description of a picture for people who cannot see it, and for search engines.

22. Tilo compared with other tools

Tilo is not the only way to build a WordPress site. This table puts it next to **Elementor**, **Divi**, **Astra** and the **WordPress block editor**: what Tilo gives you in one plugin that the others leave to extra plugins or to a paid version, what is the same everywhere, and what the others have that Tilo does not have yet. It was written in mid-2026 from what Tilo does today (version 0.1.3).

What Tilo gives you in one plugin, and the others do not

What you need	Tilo	Elementor	Divi	Astra	WordPress blocks
Finished websites with a setup wizard	Yes: hundreds of layouts with their own photos, built by a wizard	Template kits (many need Pro)	Layout packs with the licence	Starter Templates (need a builder; some are premium)	Patterns, few full sites
Headers, footers and theme templates	Yes, included	Pro	Yes (Theme Builder)	Header and footer builder free; more in Pro	Yes (Site Editor)
Forms with an inbox, appointments and quizzes	Yes, built in	Pro (form widget)	Basic contact form	Needs a plugin	Needs a plugin
SEO tools: titles, sitemaps, structured data, redirects, audit	Yes, built in	Needs a plugin	Basic fields	Needs a plugin	Needs a plugin
Arabic and every right-to-left language	Every layout also in Arabic; language and direction for each page	RTL supported	RTL supported	RTL supported	RTL supported
Copy a page or the whole site into another language	Yes, built in	Needs a plugin	Needs a plugin	Needs a plugin	Needs a plugin
Security switches (hide versions, limit sign-in tries, close XML-RPC)	Yes, built in (Hardening)	Needs a plugin	Needs a plugin	Needs a plugin	Needs a plugin
Move the whole site to another host (zip, installer, FTP)	Yes, built in (Deploy)	Needs a plugin	Needs a plugin	Needs a plugin	Needs a plugin
Take pages in from, and send pages out to, other builders	Reads Elementor and Divi 5; writes Elementor and Divi 5 files	Its own files	Its own files	Not applicable	Not applicable
A score and a to-do list for the site and for each page	Yes, built in (Health)	Needs a plugin	Needs a plugin	Needs a plugin	Needs a plugin (WordPress checks the whole site only)

What is the same everywhere

What you need	Tilo	Elementor	Divi	Astra	WordPress blocks
A visual page builder	Yes	Yes	Yes	No: a theme that works with a builder	Yes (block editor)
Cost of what a full site needs	Test version: no price yet	Free core; Pro is paid every year	Paid (yearly or lifetime)	Free theme; Pro is paid	Free, part of WordPress

What the others have and Tilo does not have yet

What you need	Tilo	Elementor	Divi	Astra	WordPress blocks
A large community, tutorials, agencies and freelancers who know it	No: Tilo is new	Very large	Large	Large	The largest (WordPress itself)
Add-ons and template marketplaces by other companies	None yet	Thousands	A large marketplace	Many	Many block plugins
Years of testing on millions of sites	No: a test version	Yes	Yes	Yes	Yes
AI assistants for writing and design	Not yet	Yes (paid credits)	Yes (paid)	Through add-ons	Through plugins
Built-in A/B testing	Not yet	No	Yes	No	No
Deep shop and dynamic-content builders (product templates, loops, custom-field queries)	Basic: add to cart, mini cart, post lists, custom fields	Pro: full	Yes	Pro: shop options	With WooCommerce blocks
Part of WordPress itself: no extra plugin to trust	No: one extra plugin and its theme	No	No	No	Yes

> Written in mid-2026 from what Tilo does today (version 0.1.3) and from the public descriptions of each product. Products change, so check each vendor before you decide.
> "Needs a plugin" means WordPress offers it only through other plugins, which you must find, install and keep updated.
> Elementor, Divi and Astra are names of their owners. Tilo is not connected with them.

What is next. Tilo is a test version. New versions will add more options and more features, and this table will be updated as they arrive. The rows in the last group are where we are behind today; tell us which one matters most to you.

23. Notes for testers of this version

This is a test version (0.1.1). Your opinion is what we are after. Here is what to expect, and what is most useful to tell us.

What is still a work in progress

- **Deploy** was tested by installing a package into a new database and site, but sending over FTP has not yet been tried against a real host. If it fails, download the zip and the installer and upload them yourself.
- The **Elementor** and **Divi 5** files were accepted and drawn by both builders in our tests. Please tell us how a real page looks after you import it.
- Ready-made layout text exists in English and Arabic only. For any other language you translate the copied pages yourself.
- On a few layouts, text over a photo can be hard to read on a phone. Tell us which layout and page.
- There is no automatic translation and no translated wizard yet.

What helps most when you give an opinion

1. Follow the wizard from the start as if you were a first-time user, and tell us where you hesitated or felt lost.
2. Try your own language: copy the website, change a few words, publish and look at it on a phone.
3. Change a colour and a font in Site Settings, and check that the whole site followed.
4. Edit one page: change a text, a picture and a button, and use Undo and Preview.
5. Tell us the layout name, the page, the device and, if you can, send a screenshot for anything that looks wrong.