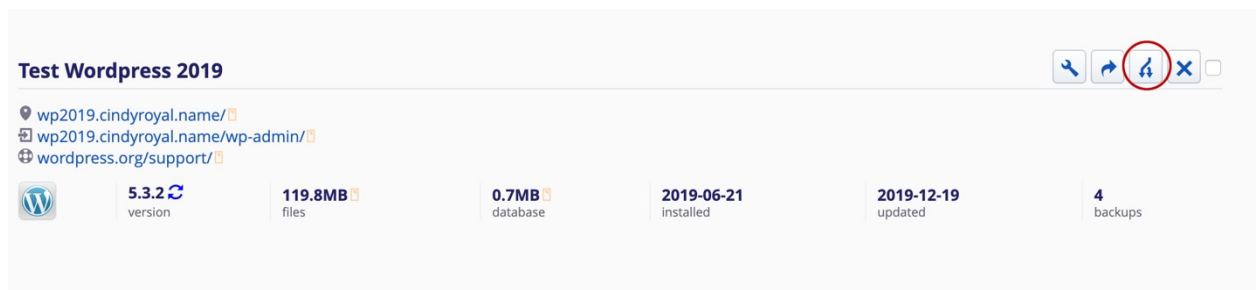


Reclaim Hosting: Cloning a Wordpress Site to Another Subdomain or Folder

1. Sometimes you set up a Wordpress site, put a lot of work into it, but then you decide you want to move it to another subdomain or folder. It's not as easy as just ftp'ing the files to another folder, because you have to consider the Wordpress database that contains all your form data from the pages and posts, as well as your settings.
2. Luckily, Reclaim Hosting makes it easy for you to "Clone" your site to another location.
3. Login to Reclaim Hosting and go to the CPanel.
4. Click on the Wordpress icon.
5. On the top-right click My Applications.
6. Find your site.
7. Over to the right, find the Clone icon. It is the small icon with the two arrows pointing down. See the icon in the red circle below. Select that icon.



8. On the Clone page, scroll to the Destination area. Find the source. This is where you can select a different domain or subdomain (you have to first create a subdomain in the Subdomains area of the CPanel if you want to move to a new subdomain). REMOVE THE WORD "blog" FROM THE FOLDER AREA. This is where you can put the name of a folder, but it is preferable to use your main domain for your personal portfolio, so leave that blank.

9. Go down to Setting Management. Choose "Let me manage these settings." Here you can provide your own username and password for the site. You can review the other settings, but the defaults are probably fine for the rest.
10. Choose the Clone button at the bottom of the page when you are ready to clone your site. Give the installation a few minutes. Then you should be able to go to the new location to see the site and the wp-admin folder to login.