

# Installing Event Espresso

You can install Event Espresso in the same way that you install most WordPress plugins, by following one of two methods:

1. [Installing via the WordPress Dashboard](#)
2. [Installing via FTP](#)

Depending on your license, Event Espresso comes bundled with different add-ons. Each of these add-ons must be installed individually. You can install them all at once or as you need them, the choice is yours! This tutorial will **walk you through each method** of installing Event Espresso itself. You can use the same process for each of the add-ons.

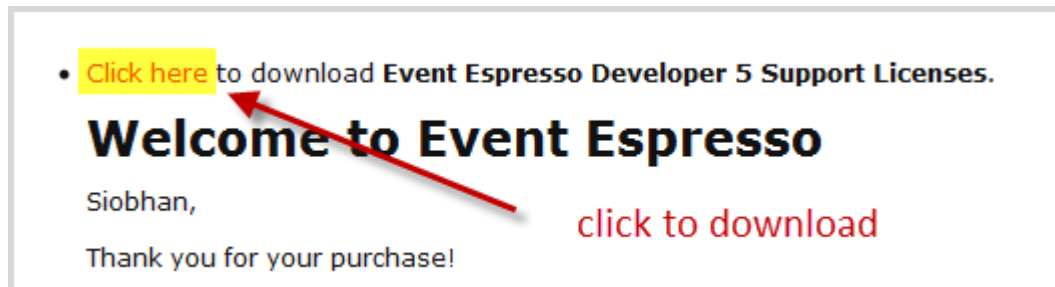
Let's get started.

For this tutorial I am using [WinRAR](#) to extract the different zip files. WinRAR is available for free for Mac and Windows. You can follow the same steps using both the Windows and Mac OS extraction tools.

## Installing via the WordPress Dashboard

### a) Download Event Espresso

If you've purchased Event Espresso then you will have received the download link sending you to the download location at e-junkie.




If you are using the basic license you can **upload the zip** file that you downloaded. If you have purchased the advanced or developer license then your download will come **bundled with lots of different add-ons** – this file will need to be extracted and **each add-on zip file uploaded individually**.

### b) Upload the Zip File

In your WordPress dashboard navigate to **Plugins > Add New**.



Click on **“Upload”**.



# Install Plugins

Screen Options ▾ Help

Search | **Upload** | Featured | Popular | Newest | Recently Updated

Plugins extend and expand the functionality of WordPress. You may automatically install plugins from the [WordPress Plugin Directory](#) or upload a plugin in .zip format via this page.

Click **"Browse"**.

### Install a plugin in .zip format

If you have a plugin in a .zip format, you may install it by uploading it here.

**Browse** Install Now

1. Click Browse

2. Select the Event Espresso zip file

	espresso-mailchimp.1.0.1	24/0		
	espresso-members.1.9	28/0		
	espresso-multi-registration.1.0.2	21/09/2011 00:18	WinRAR ZIP archive	2 K
	espresso-recurring-events.1.1.4	23/08/2011 15:16	WinRAR ZIP archive	23 K
	espresso-social	23/08/2011 15:18	WinRAR ZIP archive	4 K
	<b>event-espresso.3.1.13.P</b>	18/10/2011 11:50	WinRAR ZIP archive	1,351 K
	Event-Espresso-Installation-Guide	11/08/2010 11:56	Adobe Acrobat D...	52 K
	read-before-install	12/09/2010 18:56	Text Document	1 K

3. Click Install Now

### Install a plugin in .zip format

If you have a plugin in a .zip format, you may install it by uploading it here.

C:\Users\Siobhan\Des **Browse** Install Now

Navigate to your zip file, select it and click **"Install Now"**.

When you're ready to go click **"Activate"**.



## Installing Plugin from uploaded file: event-espresso.3.1.13.P3.zip

Unpacking the package...

Installing the plugin...

Plugin installed successfully.

[Activate Plugin](#) | [Return to Plugins page](#)

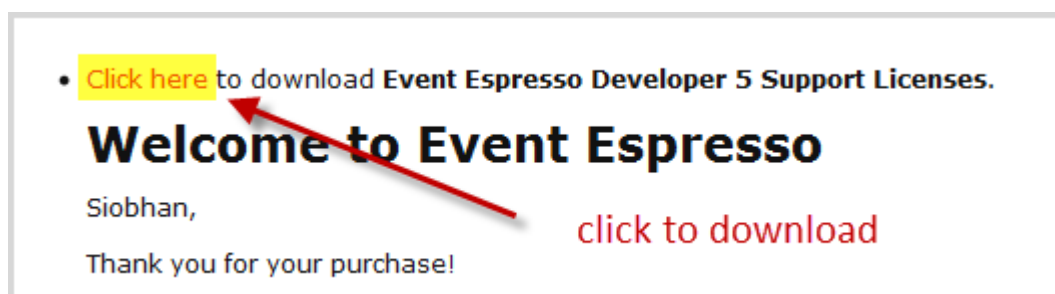
Event Espresso is now **installed!**

## Installing via FTP

FTP (File Transfer Protocol) is the standard method for **transferring files from your computer to your live server**. You can easily drag and drop folders and files to your remote server, making it perfect for installing WordPress plugins and themes. There are lots of free FTP programs such as [FileZilla](#) available. You should install FileZilla or another FTP program before you get started.

### a) Download Event Espresso

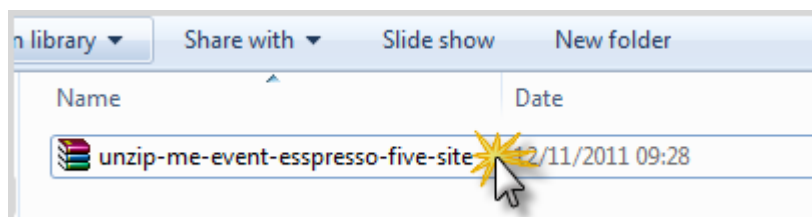
If you've purchased Event Espresso then you will have received the download link sending you to the download location at e-junkie.



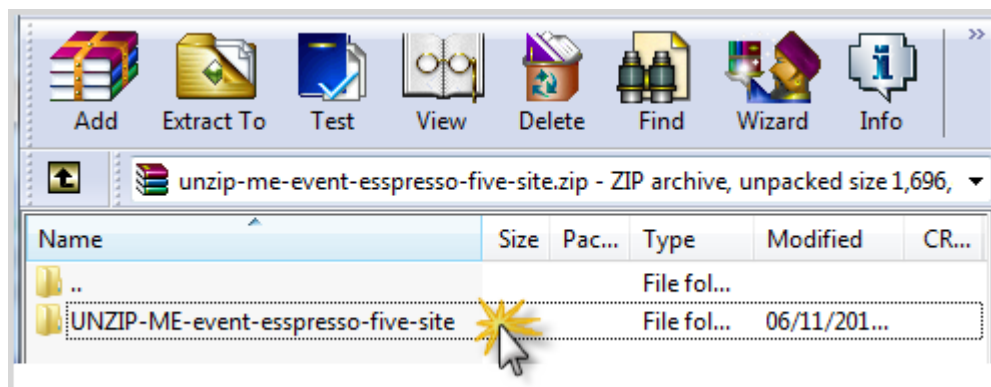
If you have purchased the developer or advanced license then your download will come **bundled with lots of different add-ons**.

### b) Extract the Files

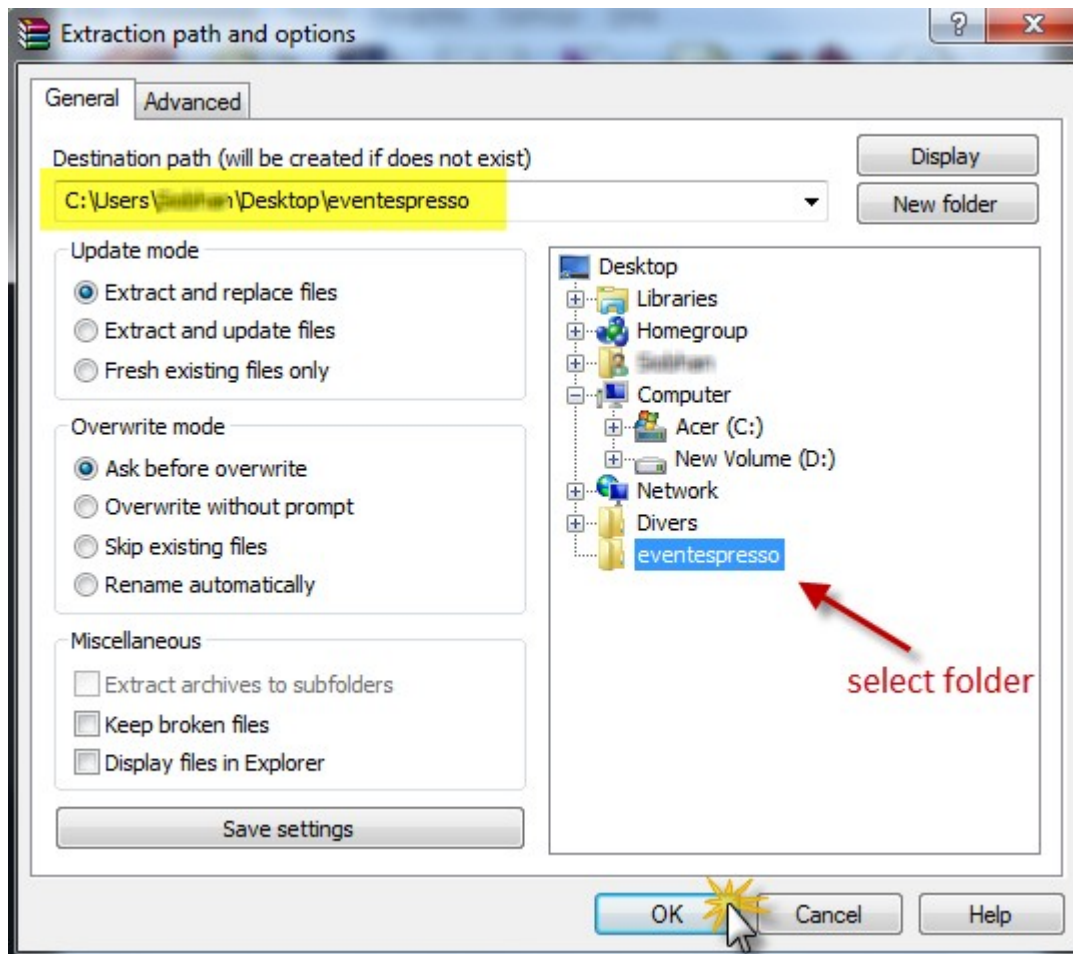
Once your file is downloaded find it on your computer and double click on it.



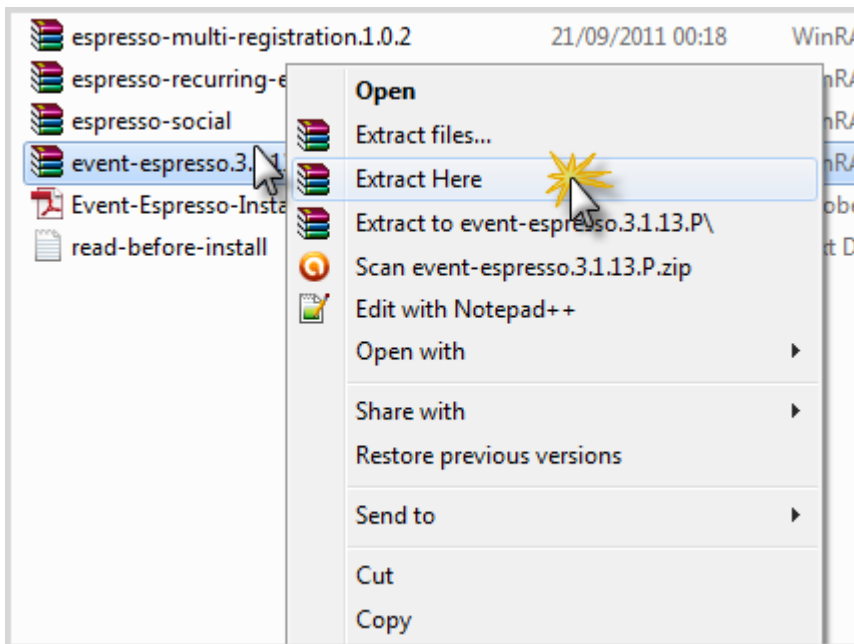
Select all of the files and click "**Extract to**".



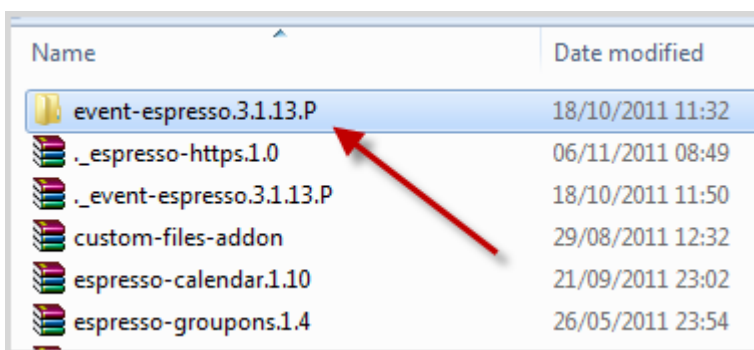
Choose where you want to extract the files to. I'm going to save them in a folder on my desktop called/eventespresso/



If you have the advanced or developer license then you will also need to **extract the event espresso folder**. Navigate to the folder that you've extracted all of the files to and **right click** on the event espresso file. Select "Extract Here".

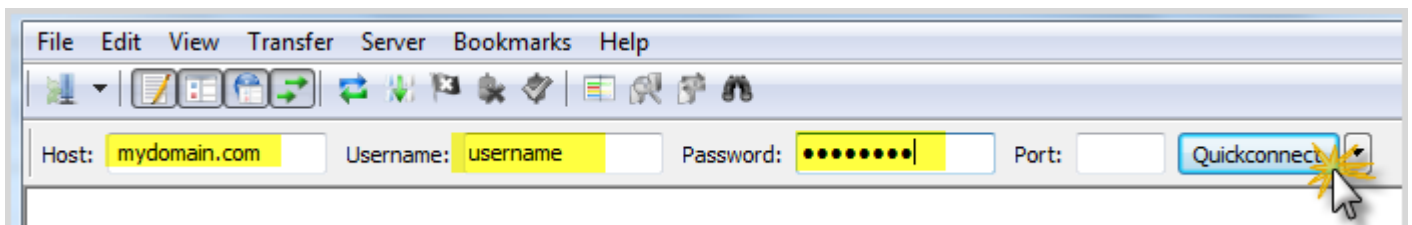


The folder is now extracted.



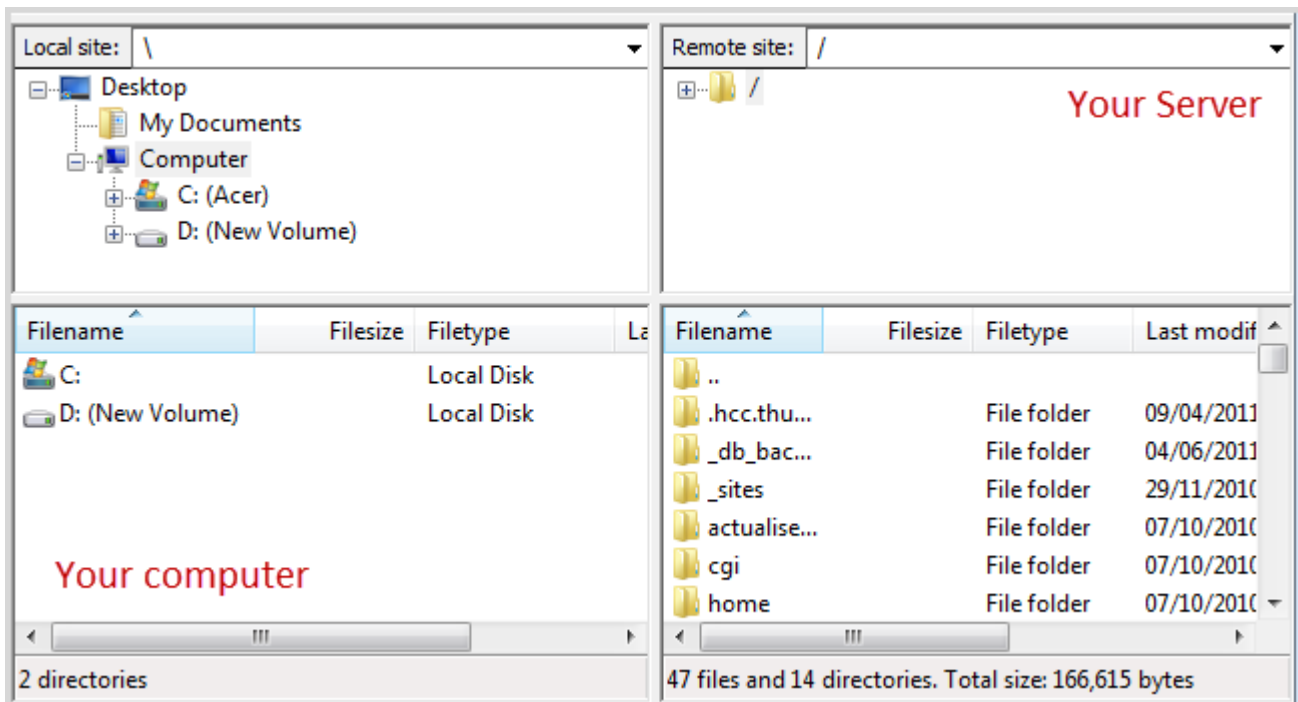
### c) Log in to your Server

Open up Filezilla and log in. You will have received your **FTP login details from your web host**. If you can't find them you'll need to get them from your host. You will need to fill in your address, username and password:



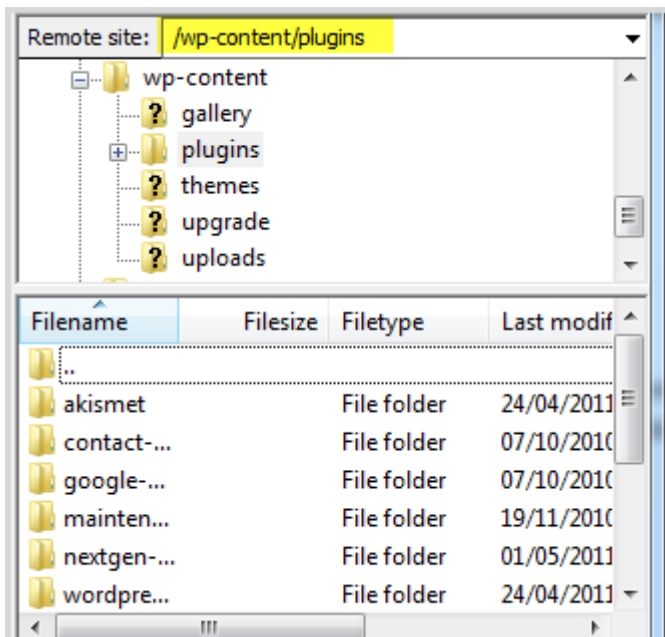
When you've added the login info click "Quickconnect".

You'll now be logged in to your server. On the left hand side is your computer, on the right your live server.

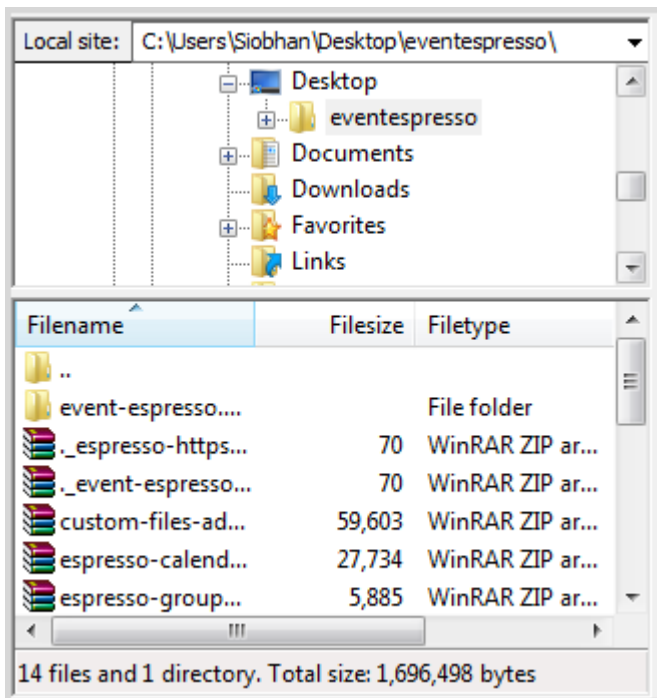


#### d) Navigate to Your Plugin Folder

On your remote site **navigate** to `yoursite/wp-content/plugins/`

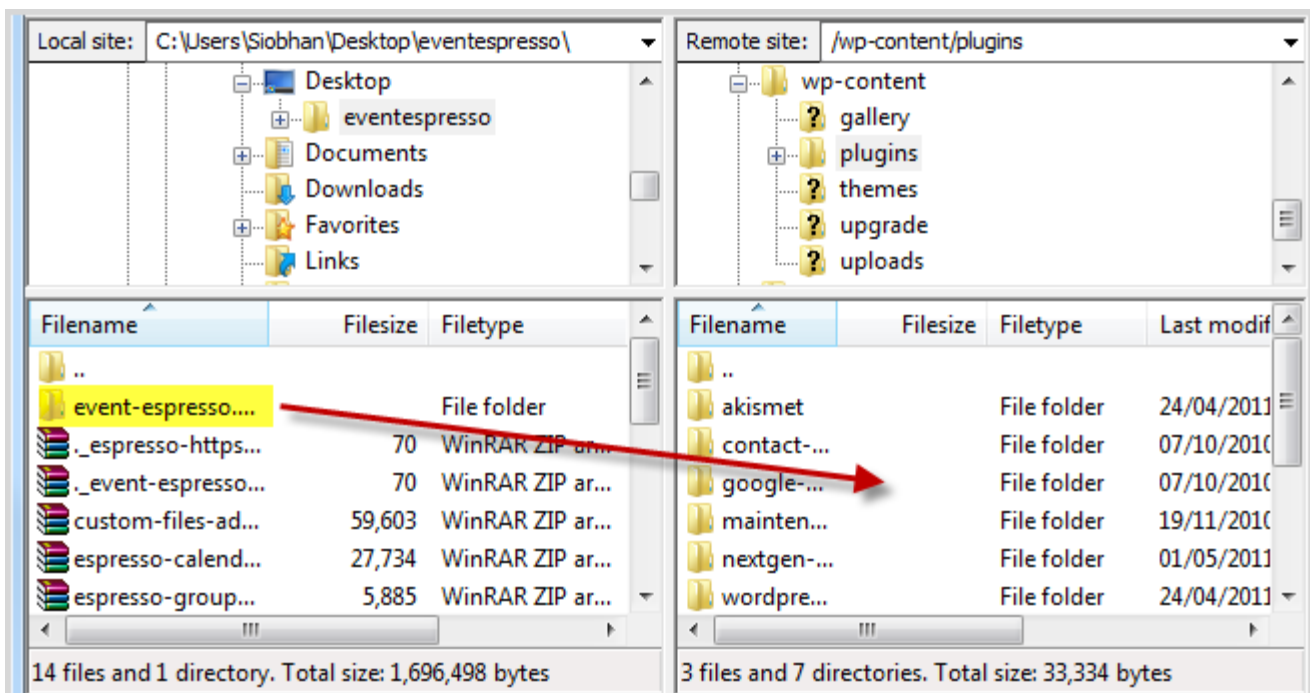


On the local site navigate to your event espresso folder:



#### e) Upload the Plugin

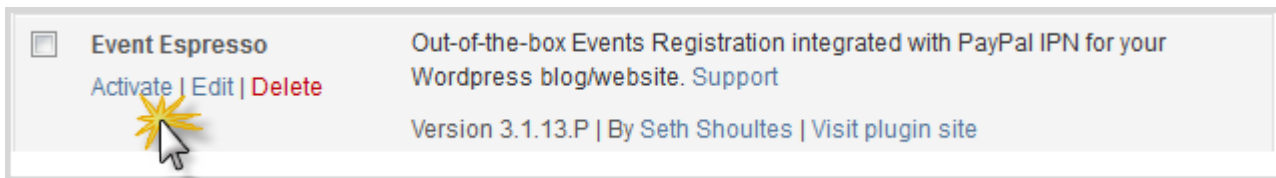
**Drag and drop** the event espresso folder to the /plugins/ folder on your live site.



Go and make a cup of tea while you wait for it to upload.

#### f) Activate the Plugin

Log in to WordPress and navigate to **Plugins > Installed Plugins**. Click **Activate**.



Event Espresso is ready to go!

### Additional Information

Here are commonly used resources to help you maximize Event Espresso.

- [User Guide Forum](#)
- [Tutorials](#) (calendar, css override, payment gateway system, etc.)
- [Template Customization](#)
- [Adding Your First Event](#) (video)
- [General Setup & Using Shortcodes](#) (video)
- [Customizing the Registration Form](#) (video)
- [Optional PayPal Account Settings](#) (video)
- [Recurring Events Manager](#) (video)
- [Variables and Shortcodes](#)
- [Compatibility Issues](#)
- [Bug Submission Form](#)
- [Change log](#)
- [Update request form](#). Please use this form if a newer version of Event Espresso or an Addon has been released and you are unable to download it from the specified page or the email notification.

### Recommended Plugins

- [Exclude Pages from Navigation](#)  
Provides a checkbox on the editing page which you can check to exclude pages from the primary navigation. IMPORTANT NOTE: This will remove the pages from any “consumer” side page listings, which may not be limited to your page navigation listings.
- [Post Types Order](#)  
Order Post Types Objects using a Drag and Drop Sortable javascript capability
- [Gravity Forms](#)

### Highly Recommended Themes

- [PlatformPro](#) by Pagelines
- [Diarise](#) by WooThemes

### Some of Our Favorite Theme Developers

- [MOJO Themes](#)
- [WooThemes](#)
- [PageLines](#)
- [StudioPress](#)

### Other Resources



- [WordPress Answers](#)

Read more: [Installing Event Espresso](#)