Sequence for rigging a simple character:

Shift-A to add Armature-Bone
Edit mode, extrude bones along axes; use Shift-A to add bones in Edit mode
Align along limbs, no straight joints
Add IK bones by extruding from wrist and ankle, then Alt-P to clear parents
Add pole bones for elbow and knee, place in front of knee, behind elbow
Turn on names, and name all bones in Bone Properties
Ensure each name ends in .L or .R; upper case is clearer
Turn off Deform property for IK and pole bones

Select foot then leg IK bone, Control-P and Keep Offset (note this removes foot from hierarchy but IK bone will replace it)
Go to Pose mode, select IK bones then Shift select end of limb chain and use Shift-Control-C to create IK control with end bone pointing towards target
Change chain length to number of limb bones (probably 2) then define target for joint of limb
Define pole bones from lower leg and lower arm bones; may have to adjust Pole Angle in lower limb bone's Constraint tab

Go to Object mode and place 3D cursor in center of figure with Shift-S
Use period to use 3D cursor as center of transforms
Select armature and return to Edit mode; select all limbs and control bones
Shift-D to duplicate, then Scale-X-Minus-One
Return to center of operations being active object
Rename with Armature-Flip Names

In Object mode, use Control-P with Automatic Weights to apply armature to mesh
Review and adjust weighting if needed

In Pose mode for Armature adjust pole angles if needed
In Edit mode ensure limbs are children of lower spine, then add character control bone between feet; remember to ensure IK and poles are also controlled by control bone
Select figure, choose Preserve Volume in Modifiers
Replace bones with shapes if wanted; hide non-control bones on second bone layer