

# Blogging Basics

## Registering

Registering for an account on the CULTurl site will allow you to post and edit content. Go to [blog.rose-glenn.com](http://blog.rose-glenn.com) and look for the link near the bottom of the right-hand column that says 'register.' Pick a username (this is what will be listed under your comments and posts) and enter your email. Your password will be emailed to you within an hour or two. When you have it, click on the 'login' link on the blog's main page, located right under the 'register' link. You'll be taken to the site's admin area, which is where you can post and edit content (<http://blog.rose-glenn.com/wp-admin/>).



## Commenting on a Post

Wordpress allows you to make comments on just about anything that is posted. Just click on the headline of a post and you will be taken to a screen with a comment box at the bottom. If you've logged into the site, your name will automatically appear; if you're not logged in, you'll have to enter it manually. Enter your comment in the provided box and click 'submit comment.'



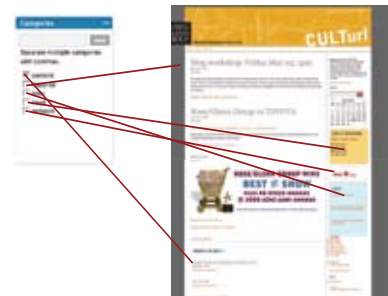
## Writing a Post

After you've logged into the site, click on the 'write' link on the menu at the top. Enter your title in the 'title' box and the content of your post in the 'post' box. To see how your post will look, click the 'save and continue editing' button and scroll down to see a preview of your post on the site (it's just a preview, your post won't be actually published until you click 'publish'). To save a draft to be published later, click 'save'--all your drafts will appear at the top of the 'write' screen until you click on them and click 'publish'.



## Publishing your post to a category

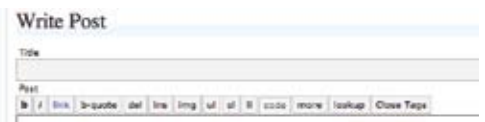
Currently, CULTurl is organized using five categories--a main content section (featured), a section for older content (content), a Rose-Glenn news section (news), a links section (links), and a review section (weheart). These categories are listed in a box in the righthand column of the 'write' post. Your post will appear in any section that has a checked box.



## Including links and formatting in your post

If you're working with Firefox, Netscape or Explorer, you should see a toolbar with formatting options right above the post area on the write page. To create a link, highlight the text and click the 'link' button.

If you're using safari or another incompatible browser, this option won't be available. To create a link, type the following into the body of your post where you would like the link to go (substituting your own link & copy for the bolded text): `<a href="http://yourlinkhere">Text you want linked</a>`



## Adding pictures

Near the bottom of the write page, you'll notice a blue box with tabs. This is where you upload pictures. Click the 'browse' button to locate and select the image on your computer. The title and description are optional; they'll appear if a browser has been set to hide images or will be read on browsers for the visually impaired. When you're done, click 'upload.' You'll see a thumbnail of the image; click on it once and then at the top of the menu that appears, click "Using Thumbnail." This ensures the full-sized image will be displayed. When you're ready to insert it in your post, click the "Send to Editor" button & you're done.

