

SETTING - UP AND STARTING A WORDPRESS BLOG

This document outlines the steps necessary to set-up and start a Wordpress blog. It also covers the basic skills required to add content, edit, and manage your blog.

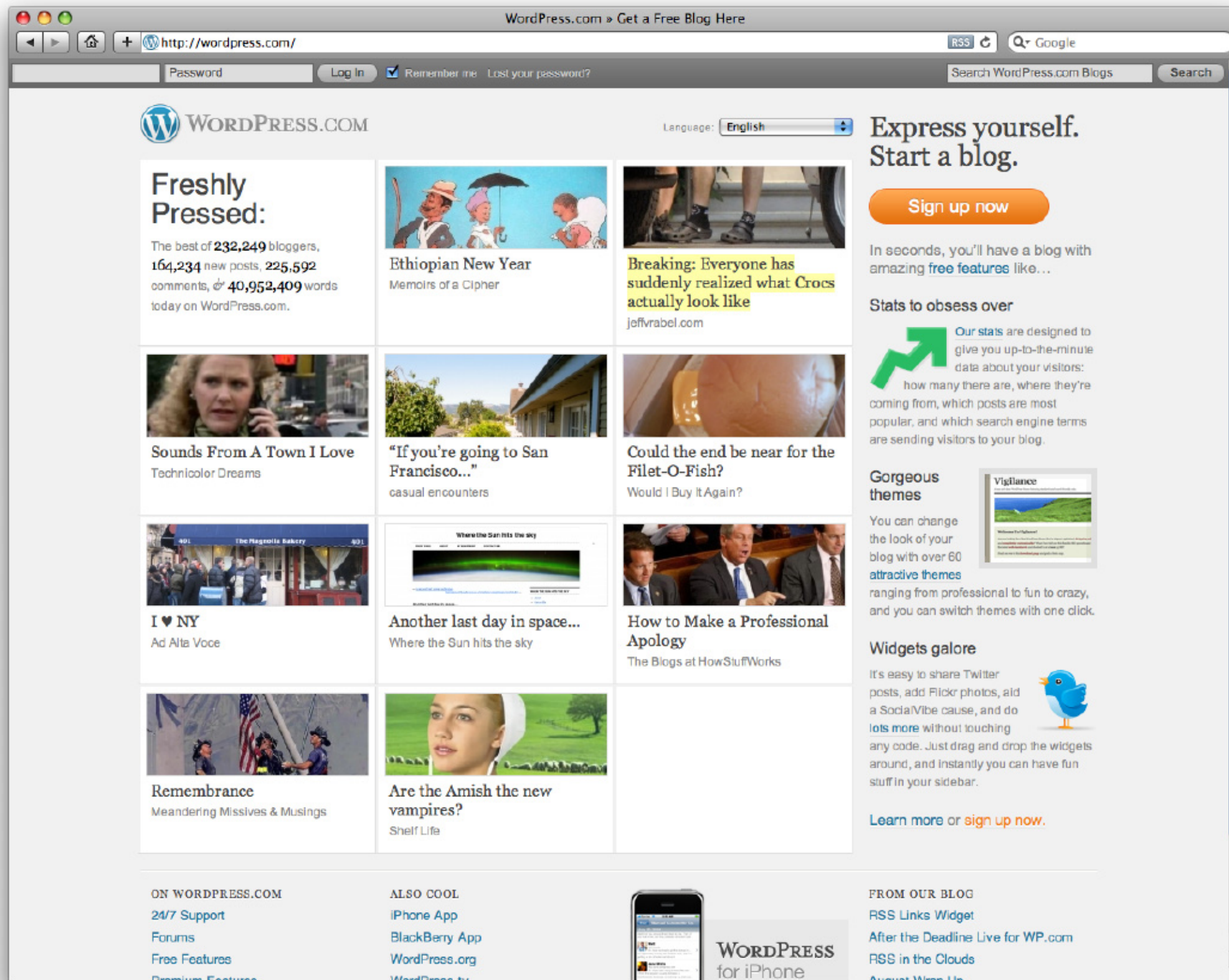
4.215J/11.309J - SENSING PLACE : PHOTOGRAPHY AS INQUIRY - FALL 2009

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BLOG SET - UP - STEP 1



1. Go to: <http://wordpress.com/>
2. Click "Sign up now"

NEXT PAGE: Online form

STEP 2

The screenshot shows the WordPress.com signup page at the URL <http://en.wordpress.com/signup/>. The page has a navigation bar with links for Home, Sign Up, Features, News, About Us, and Advanced. The main heading is "Get your own WordPress.com account in seconds" with a subtext "Fill out this one-step form and you'll be blogging seconds later!". The form consists of several sections: Username (filled with "landphotoblog"), Password (masked with dots), Confirm (masked with dots), Email Address (filled with "example@mit.edu"), Legal flotsam (checked), and a radio button selection for "Gimme a blog! (Like username.wordpress.com)". A "Next →" button is at the bottom of the form. The footer contains links for "ON WORDPRESS.COM", "ALSO COOL", and "FROM OUR BLOG".

WordPress.com

http://en.wordpress.com/signup/

Username Password Log In Remember me Lost your password? Search WordPress.com Blogs Search

WordPress.COM Home Sign Up Features News About Us Advanced

Get your own WordPress.com account in seconds

Fill out this one-step form and you'll be blogging seconds later!

Username landphotoblog
(Must be at least 4 characters, letters and numbers only.)

Password

Confirm
Use upper and lower case characters, numbers and symbols like !£\$%^&' in your password.
Password Strength: **Strong**

Email Address example@mit.edu
(We send important administration notices to this address so triple-check it.)

Legal flotsam ☒ I have read and agree to the fascinating terms of service.

☒ Gimme a blog! (Like username.wordpress.com)
☐ Just a username, please.

Next →

ON WORDPRESS.COM
24/7 Support
Forums

ALSO COOL
iPhone App
BlackBerry App

FROM OUR BLOG
RSS Links Widget
After the Deadline Live for WP.com

1. Create a username and password
2. Enter your email address
3. Check the "Legal flotsam" box
4. Make sure "Gimme a blog!" is also selected
5. Click "Next"

NEXT PAGE: Domain, title, settings

STEP 3

WordPress.com

http://en.wordpress.com/signup/?blog=1

Username Password Log In Remember me Lost your password? Search WordPress.com Blogs Search

WordPress.COM

Home Sign Up Features News About Us Advanced

Blog Domain landphotoblog.wordpress.com
(Your address will be domain.wordpress.com. It must be at least 4 characters, letters and numbers only. It cannot be changed so choose carefully!)

Blog Title Land Photo Blog
The blog title can be changed at any time.

Language What language will you be primarily blogging in?
en - English

Privacy ☒ I would like my blog to appear in search engines like Google and Technorati, and in public listings around WordPress.com.

Signup ->

ON WORDPRESS.COM
24/7 Support
Forums
Free Features
Premium Features
VIP Hosting
Advanced Services

ALSO COOL
iPhone App
BlackBerry App
WordPress.org
WordPress.tv
Fan WP on Facebook
Matt

FROM OUR BLOG
RSS Links Widget
After the Deadline Live for WP.com
RSS in the Clouds
August Wrap-Up
Support Hours and Updates
Read more...

AN AUTOMATTIC MEDLEY

About Us • Terms of Service • Privacy

1. Check / change your blog domain
2. Give your blog a title
3. Select language and privacy settings
4. Click "Signup"

NEXT PAGE: Activation

STEP 4

The screenshot shows a web browser window with the URL `http://en.wordpress.com/signup/?blog=1`. The page title is "Check Your Email to Complete Registration". It informs the user that an email has been sent to `example@mit.edu` for account activation. Below this, there is a section titled "Update Your Profile!" with a prompt to update the profile if the activation email hasn't been received. This section contains three input fields: "First Name" with the value "Land", "Last Name" with the value "Photo", and "About Yourself" which is empty. A "Save Profile →" button is located below these fields. Further down, there is a section titled "Still waiting for your email?" with a list of troubleshooting steps: waiting longer, checking the junk folder, and verifying the email address. It also provides a link to "contact Support" and a form to "Update email" if the current address is incorrect. The "Email:" label is visible next to an empty input field at the bottom of the page.

WordPress.com

Home Sign Up Features News About Us Advanced

Check Your Email to Complete Registration

An email has been sent to `example@mit.edu` to activate your account. Check your inbox and click the link in the message. It should arrive within 30 minutes. If you do not activate your account within two days, you will have to sign up again.

Update Your Profile!
If you haven't got your activation email why not update your profile while you wait?

First Name:

Last Name:

About Yourself:

[Save Profile →](#)

Still waiting for your email? If you haven't received your activation email yet there are a number of things you can do:

- Wait a little longer. Sometimes delivery of email can be delayed by processes outside of our control.
- Check the junk folder of your email client. The email sometimes ends up there.
- Have you entered your email address correctly? We think it's `example@mit.edu` but if that's wrong use the button below to fix it.

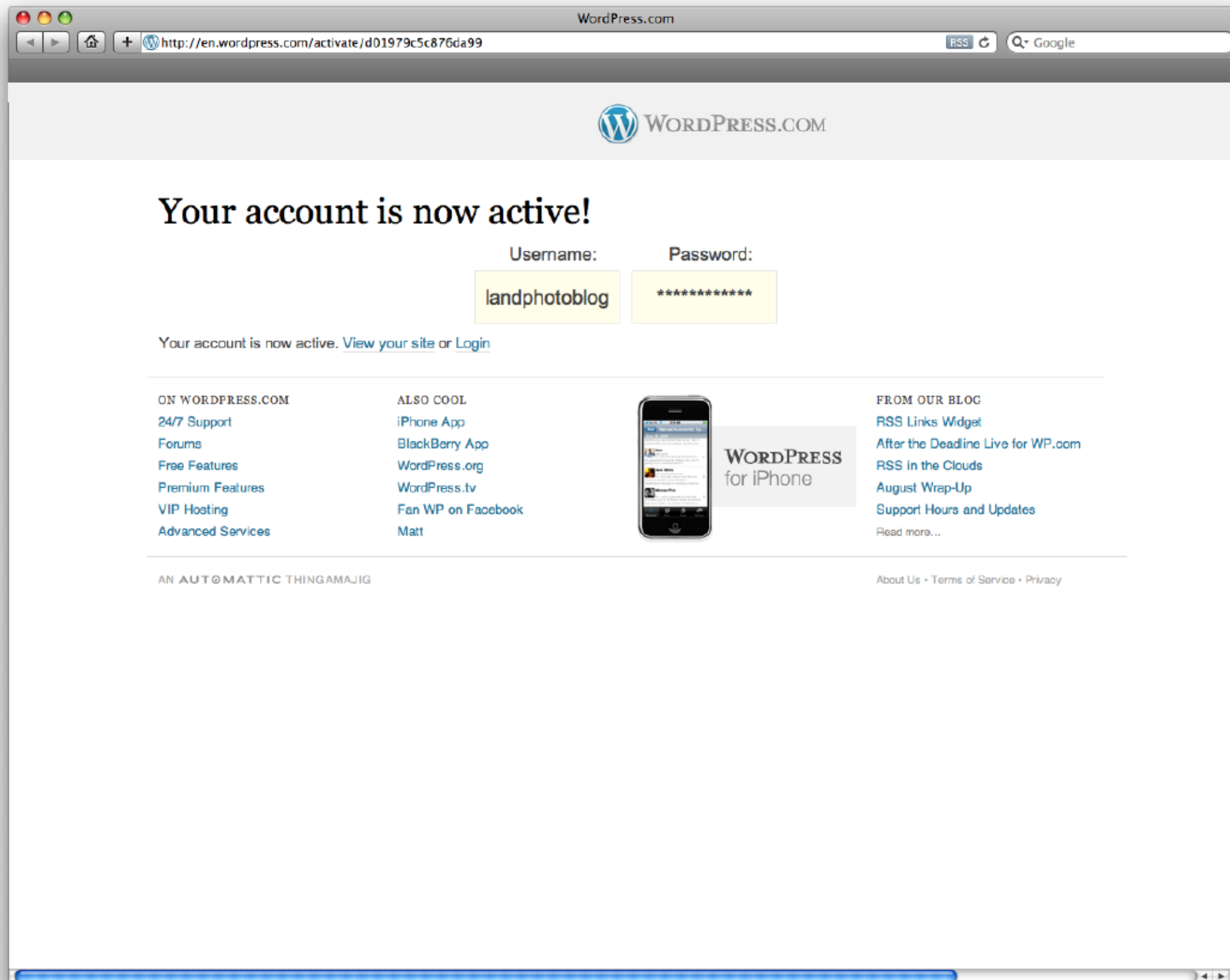
If all else fails, [contact Support](#) and we'll send you the activation email again. If your email is incorrect, change it using this form and click "Update email." The activation email will be sent to your new address.

Email:

1. Check your email and follow the instructions to activate your account
2. On this page you can also enter your name and information if you like
3. Click "Save Profile"

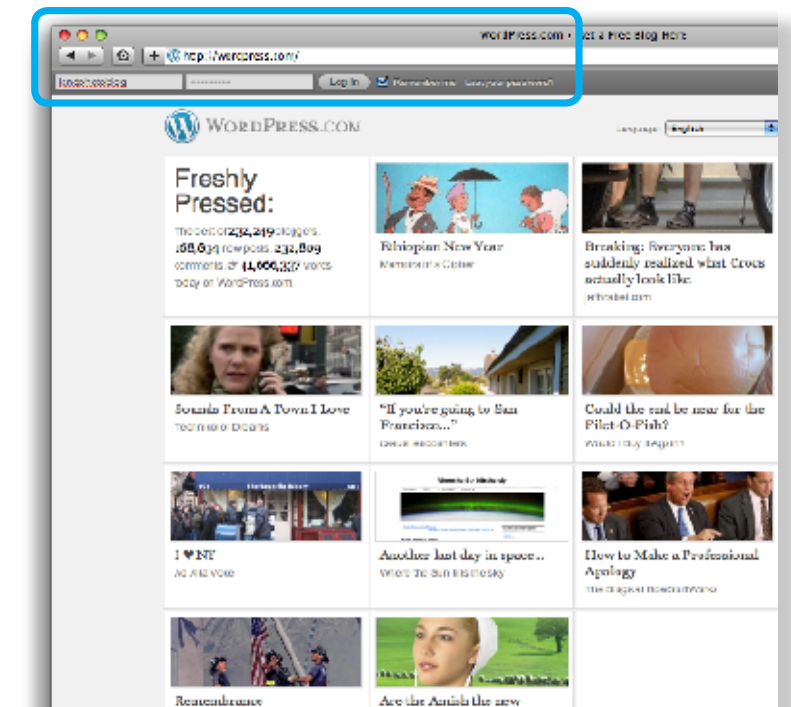
NEXT PAGE: Confirmation

STEP 5



1. Once your account is activated, click “login”
2. Now that your blog is setup, see the following pages to learn how to customize your blog and start adding content

NOTE: You can login via the Wordpress homepage as well, see below:



NEXT PAGE: Your Dashboard

DASHBOARD

The screenshot shows the WordPress Dashboard for a blog named 'Land Photo Blog'. The interface includes a top navigation bar with links like 'My Account', 'My Dashboard', 'New Post', and 'Blog Info'. A sidebar on the left contains a menu with categories like 'Dashboard', 'Posts', 'Media', 'Links', 'Pages', 'Comments', 'Appearance', 'Users', 'Tools', and 'Settings'. The main content area is divided into several widgets: 'Right Now' showing a summary of posts, pages, categories, and tags; 'QuickPress' for creating new content; 'Recent Comments' with a list of comments; 'Incoming Links' showing links from other blogs; 'Your Stuff' with a list of recent posts, pages, and comments; 'Stats' with a line graph of 'Views per day'; and 'Recent Drafts' showing no drafts at the moment. The dashboard is styled with a clean, modern layout and a color scheme of greys and blues.

Dashboard < Land Photo Blog — WordPress

My Account My Dashboard New Post Blog Info

Search WordPress.com Blogs Search

Land Photo Blog Visit Site

New Post Howdy, landphotoblog | Turbo | Log Out

Screen Options Help

Dashboard

Dashboard

Blog Stats

Blog Surfer

My Comments

Readomattic

Tag Surfer

Subscriptions

My Blogs

Upgrades

Posts

Media

Links

Pages

Comments

Ratings

Polls

Appearance

Users

Tools

Settings

Dashboard

WordPress tip: [Update your about page](#) so your readers can learn a bit about you.

Right Now

At a Glance

1 Post	1 Comment
1 Page	1 Approved
1 Category	0 Pending
0 Tags	0 Spam

Theme Kubrick with 0 Widgets [Change Theme](#)

Akismet blocks spam from getting to your blog, but there's nothing in your spam queue at the moment.

Recent Comments

From Mr WordPress on Hello world! #

Hi, this is a comment. To delete a comment, just log in, and view the posts' comments, there you will have ...

[View all](#)

Incoming Links

This dashboard widget queries Google Blog Search so that when another blog links to your site it will show up here. It has found no incoming links... yet. It's okay — there is no rush.

Your Stuff

Today

New post: [Hello world!](#) (Edit)

New page: [About](#) (Edit)

Comment: Mr WordPress on Hello world!

QuickPress

Title

Upload/Insert

Content

Tags

[Save Draft](#) [Reset](#) [Publish](#)

Recent Drafts

There are no drafts at the moment

Stats

Views per day

Top Posts (the past week)

Top Searches

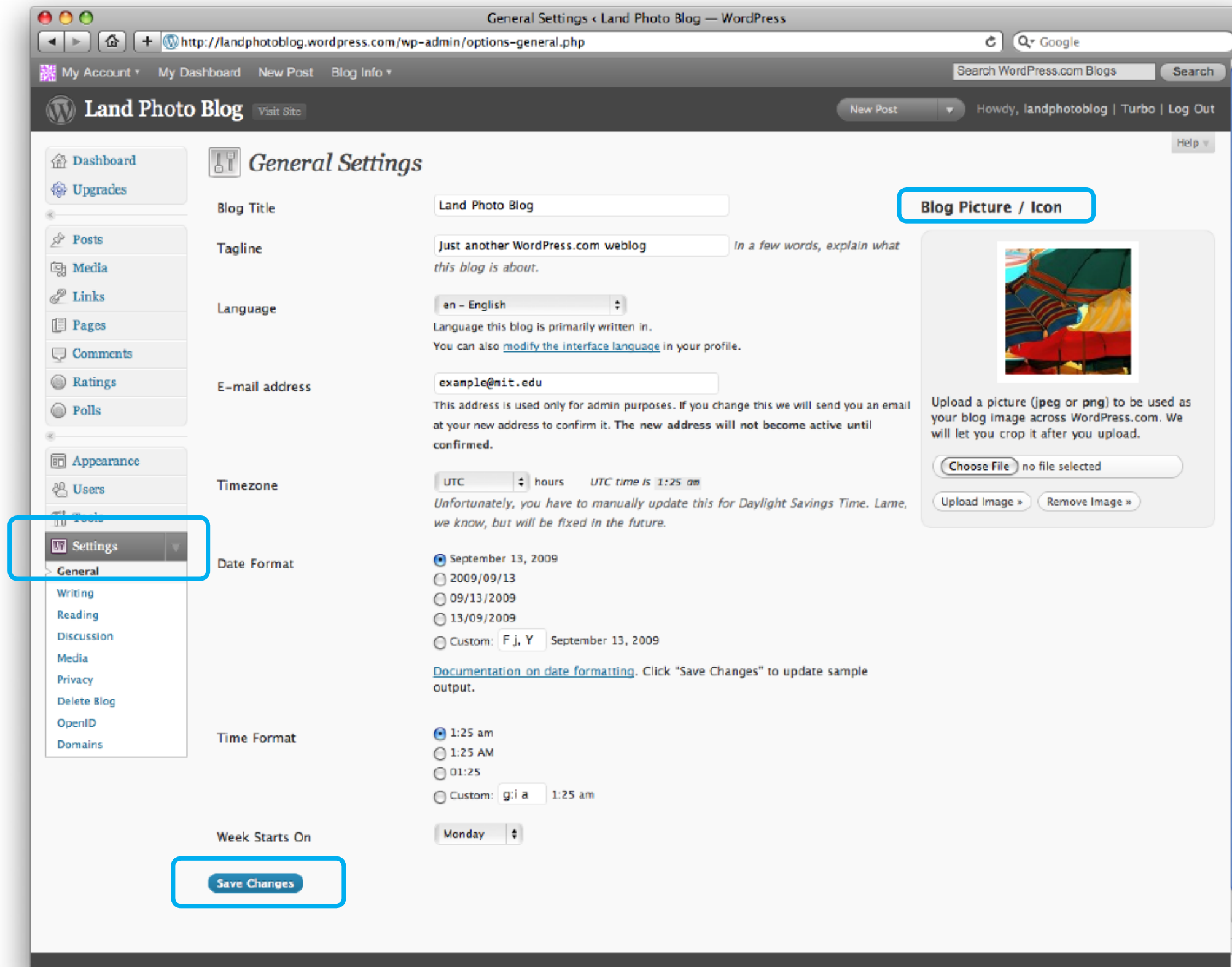
Most Active (the past day)

[View All](#)

The “Dashboard” is the page you will see each time you login to Wordpress Here you will be able to customize your blog, add/edit content, etc.

NEXT PAGE: General Settings

GENERAL SETTINGS



Click “Settings” on the left side of the screen.

Here you can change your “Blog Title,” add a “Tagline,” and change the general settings of your site. You can also add a “Blog Picture / Icon.”

Remember to click the “Save Changes” button before you leave this page.

NEXT PAGE: Appearance

APPEARANCE

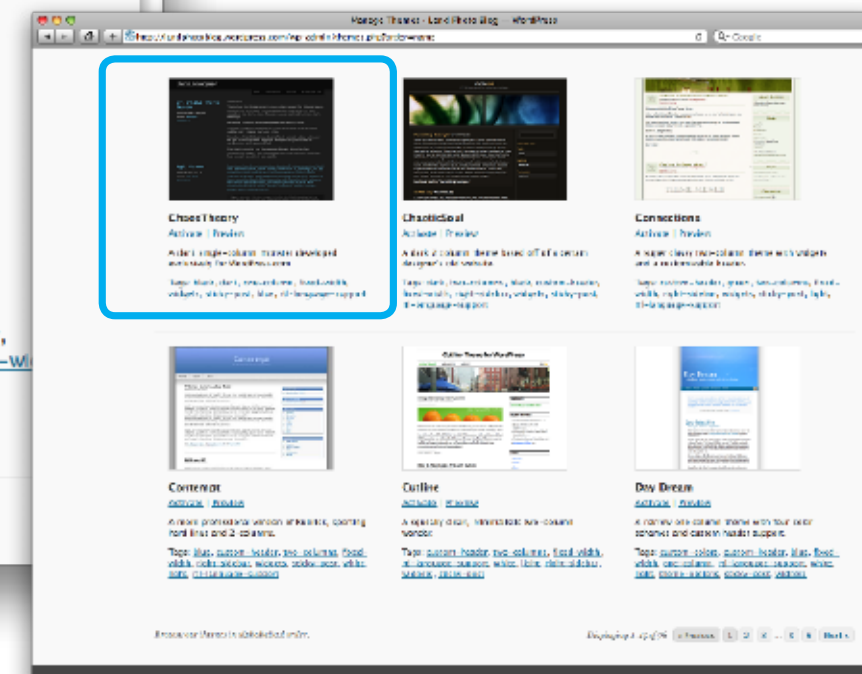
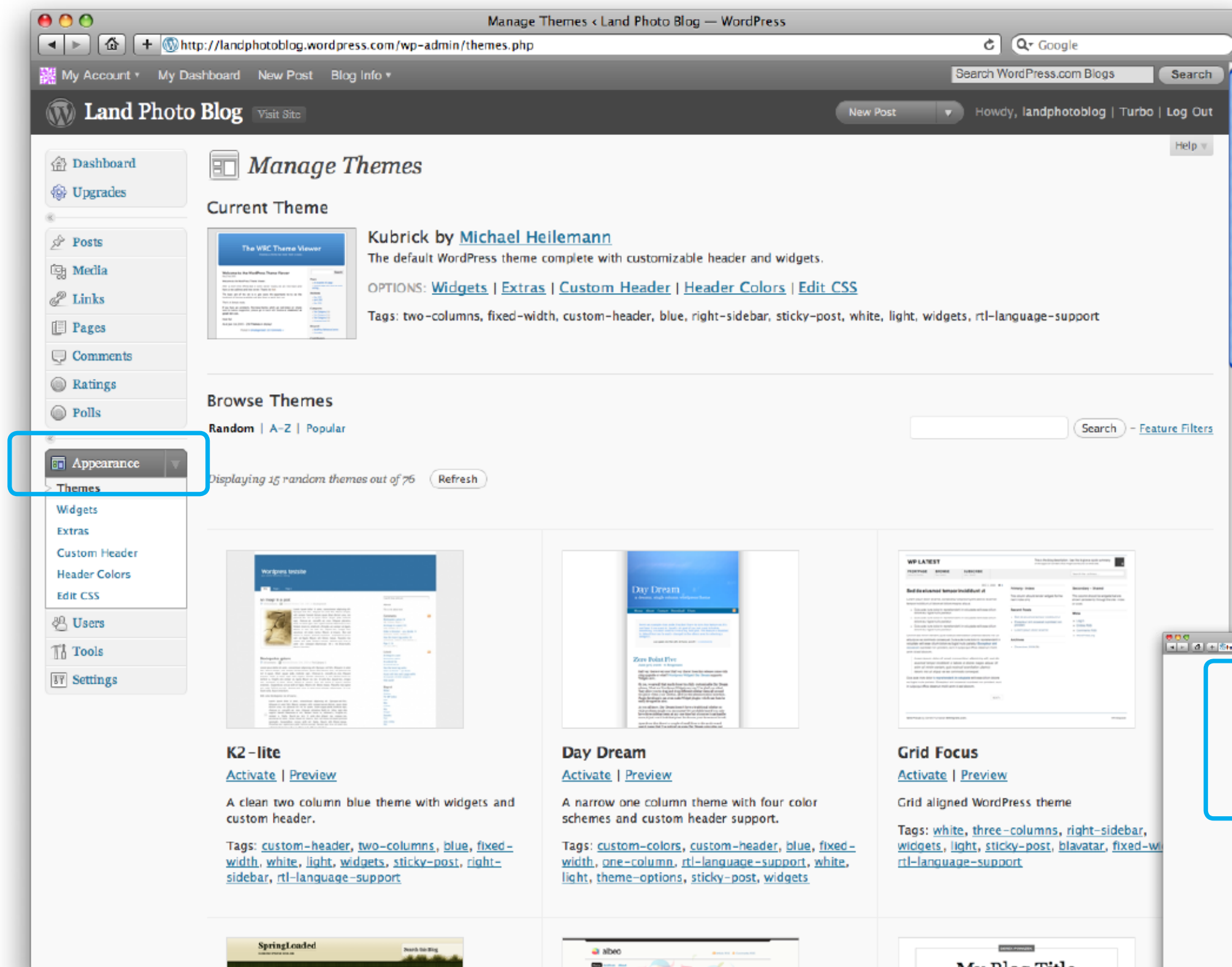
Click “Appearance” on the left side of the screen.

Here you will be able to select a “theme,” or design for your blog, and customize other appearance settings.

To select a new theme, click the “A - Z” link below “Browse Themes,” and navigate through the pages until you see one you like.

When you found it, click to “Activate” the theme.

NEXT PAGE: Current Theme



CURRENT THEME

The activated theme you selected will now appear as your “Current Theme” when you click on the “Appearance” dashboard link.

You can change your theme at any time, and Wordpress will automatically reformat your content to the new design/settings.

NEXT PAGE: Adding a post (blog entry)

The screenshot shows the WordPress 'Manage Themes' interface. At the top, the browser address bar displays 'http://landphotoblog.wordpress.com/wp-admin/themes.php'. The WordPress header includes the site name 'Land Photo Blog' and navigation links like 'My Account', 'My Dashboard', 'New Post', and 'Blog Info'. A search bar for 'WordPress.com Blogs' is also present.

The left sidebar contains a menu with 'Appearance' expanded, showing 'Themes', 'Widgets', 'Extras', and 'Edit CSS'. Below this are 'Users', 'Tools', and 'Settings'.

The main content area is titled 'Manage Themes'. It features a 'Current Theme' section, which is highlighted with a blue border. This section displays the 'ChaosTheory' theme, described as 'A dark single-column monster developed exclusively for WordPress.com'. It includes links for 'OPTIONS: Widgets | Extras | Edit CSS' and a list of tags: 'black, dark, one-column, fixed-width, widgets, sticky-post, blue, rtl-language-support'.

Below the 'Current Theme' section is the 'Browse Themes' area, which shows 'Displaying 15 random themes out of 76'. It includes a 'Refresh' button and a search bar with 'Feature Filters'. The themes are displayed in a grid of preview cards. Three cards are visible:

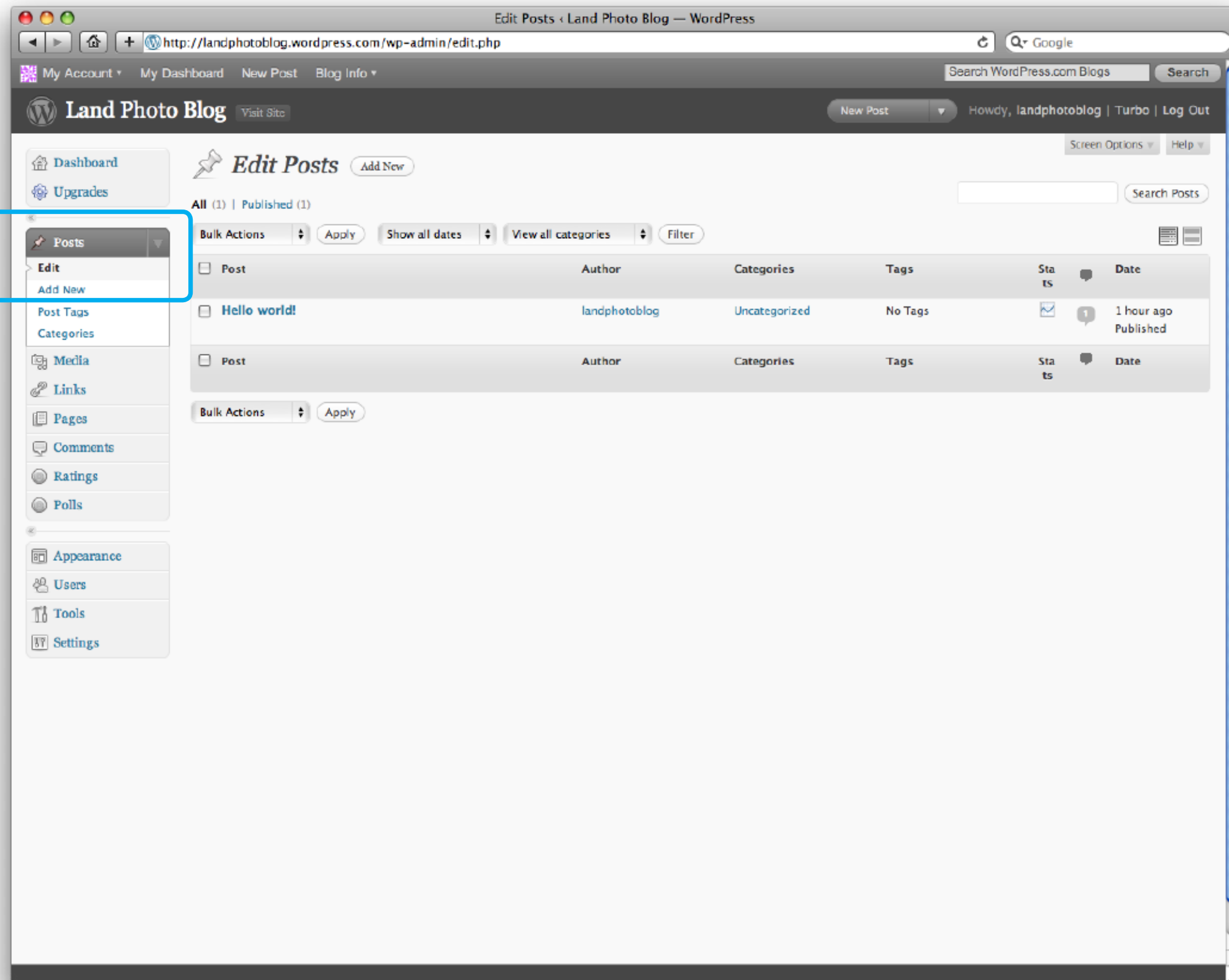
- The Journalist v1.9**: 'Journalist is a smart, minimal theme designed for professional journalists.' Tags: white, two-columns, fixed-width, light, widgets, rtl-language-support, right-sidebar, sticky-post.
- Flower Power**: 'A narrow two-column design with red and blues that just screams personality.' Tags: two-columns, fixed-width, right-sidebar, widgets, sticky-post, red, white, blue, rtl-language-support.
- Light**: 'A two-column theme with tabbed navigation and crisp colors.' Tags: two-columns, fixed-width, blue, white, light, widgets, right-sidebar, sticky-post, rtl-language-support.

At the bottom of the grid, there are partial views of 'The WRC Theme Viewer' and 'The WRC Theme Viewer'.

ADDING A POST

A blog entry is called a “post.” To create a post, click “Posts” on the Dashboard tab, and then click “Add New.”

NEXT PAGE: Adding a title, text, and categories to your post



TITLE, TEXT, AND CATEGORIES

Here is the interface for creating a post. Enter the title of your post in the box located near the top of the page.

The large box in the middle is for adding / editing text, images, links, etc. Here you will find settings for paragraph alignment, lists, and character options.

You can create “Categories” for you posts which will help organize your blog as content is added throughout the semester. For example, you might create categories such as “Light Journal,” “Significant Details,” “Journal,” “Site Visits,” etc. Then when making a post, you can select / check the category or categories that apply. To select and add, see the “Categories” tab at the bottom right side of the page.

NEXT PAGE: Adding a link to your post

ADDING A LINK

To add a link to your post, start by highlighting a word or phrase that will be clicked on (to go to the linked site). Next, click the “Insert/Edit Link” button in the toolbar. A dialog box will then appear. Enter the address of the site you wish to link to, and click “Insert.” The link will now appear a different color and underlined in the main editing box. To delete a link, highlight the link and click the “unlink” button, or delete the text containing the link.

NEXT PAGE: Adding images to your post

The screenshot shows the WordPress 'Edit Post' interface for a blog named 'Land Photo Blog'. The main editing area contains the text 'Here is a [Link](#) to the class website.' The word 'Link' is highlighted in green. A blue box highlights the 'Insert/Edit Link' button in the toolbar. A dialog box titled 'Insert/edit link' is open, showing the 'Link URL' field with the value 'http://architecture.mit.edu/class/landp'. The 'Target' field is set to '-- Not set --'. The 'Title' and 'Class' fields are also empty. The 'Insert' button is highlighted. A blue box also highlights the text 'Here is a [Link](#) to the class website. Now lets add a photograph:' in the main editing area.

Land Photo Blog

Edit Post

Title of Post goes here

Permalink: <http://landphotoblog.wordpress.com/2009/09/13/title-of-post-goes-here/> Edit View Post Get Shortlink

Upload/Insert Visual HTML

This is where you put the text of your post. You can also add images, links, movies, etc.

Here is a [Link](#) to the class website.

Path: p

Word count: 31 Draft Saved

Excerpt

Excerpts are optional hand-crafted summaries of your posts. [Learn more about manual excerpts.](#)

Send Trackbacks

Send trackbacks to:

(Separate multiple URLs with spaces)

Trackbacks are a way to notify legacy blog systems that you've linked to them. If you link other WordPress blogs they'll be notified automatically using [pingbacks](#), no other action necessary.

Discussion

☒ Allow comments on this post

☒ Allow [trackbacks and pingbacks](#) on this post

Comments

Insert/edit link

Link URL: <http://architecture.mit.edu/class/landp>

Target: -- Not set --

Title:

Class: -- Not set --

Cancel Insert

Here is a [Link](#) to the class website. Now lets add a photograph:

ADDING AN IMAGE

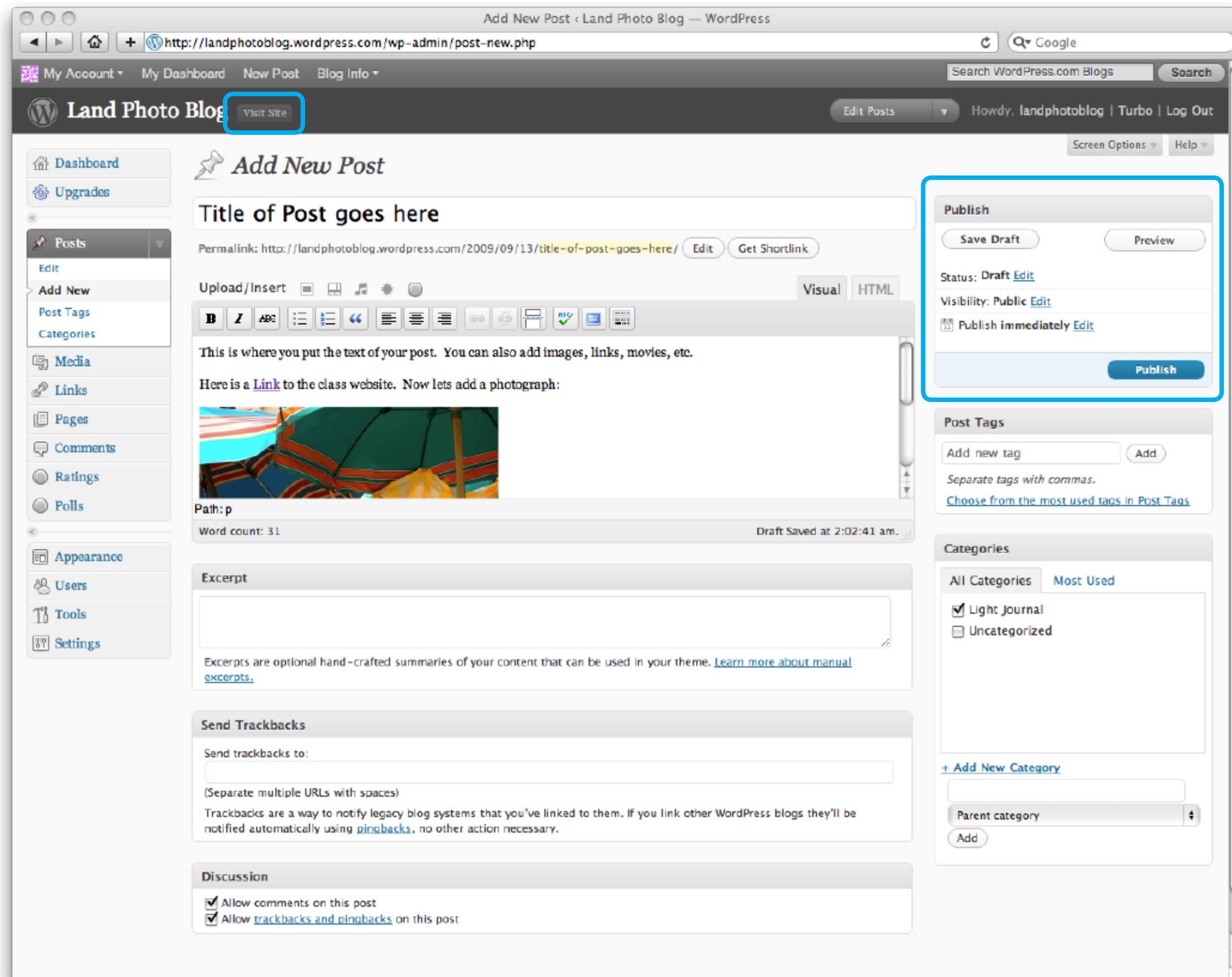
The screenshot shows the WordPress 'Add New Post' interface. The main editing area has a title field 'Title of Post goes here' and a text area. A blue box highlights the 'Add an Image' button in the 'Upload/Insert' toolbar. The 'Add an Image' dialog box is open, showing the 'From Computer' tab. It lists the file 'ct1.jpg' with a thumbnail, and provides fields for Title, Caption, Description, and Link URL. The 'Alignment' section has radio buttons for None, Left, Center, and Right. The 'Size' section has radio buttons for Thumbnail (150 x 99), Medium (300 x 199), Large (1024 x 680), and Full size (510 x 339). The 'Insert into Post' button is highlighted.

To add an image, click the “Add an Image” button located above the main editing toolbar. A dialog window will then appear. Click “Select Files,” and find the image on your computer that you wish to post. Next, determine the “alignment” and “size” for your image, and then click “Insert into Post” near the bottom of the window (the other settings are optional).

The image will then be displayed in the editing box of your post. You can continue to add text before or after the image.

Note: To prevent your site from taking a long time to load, use small file sizes (around 100 KB or less per image, <1000 pixels in the long dimension).

NEXT PAGE: Publishing and viewing your post

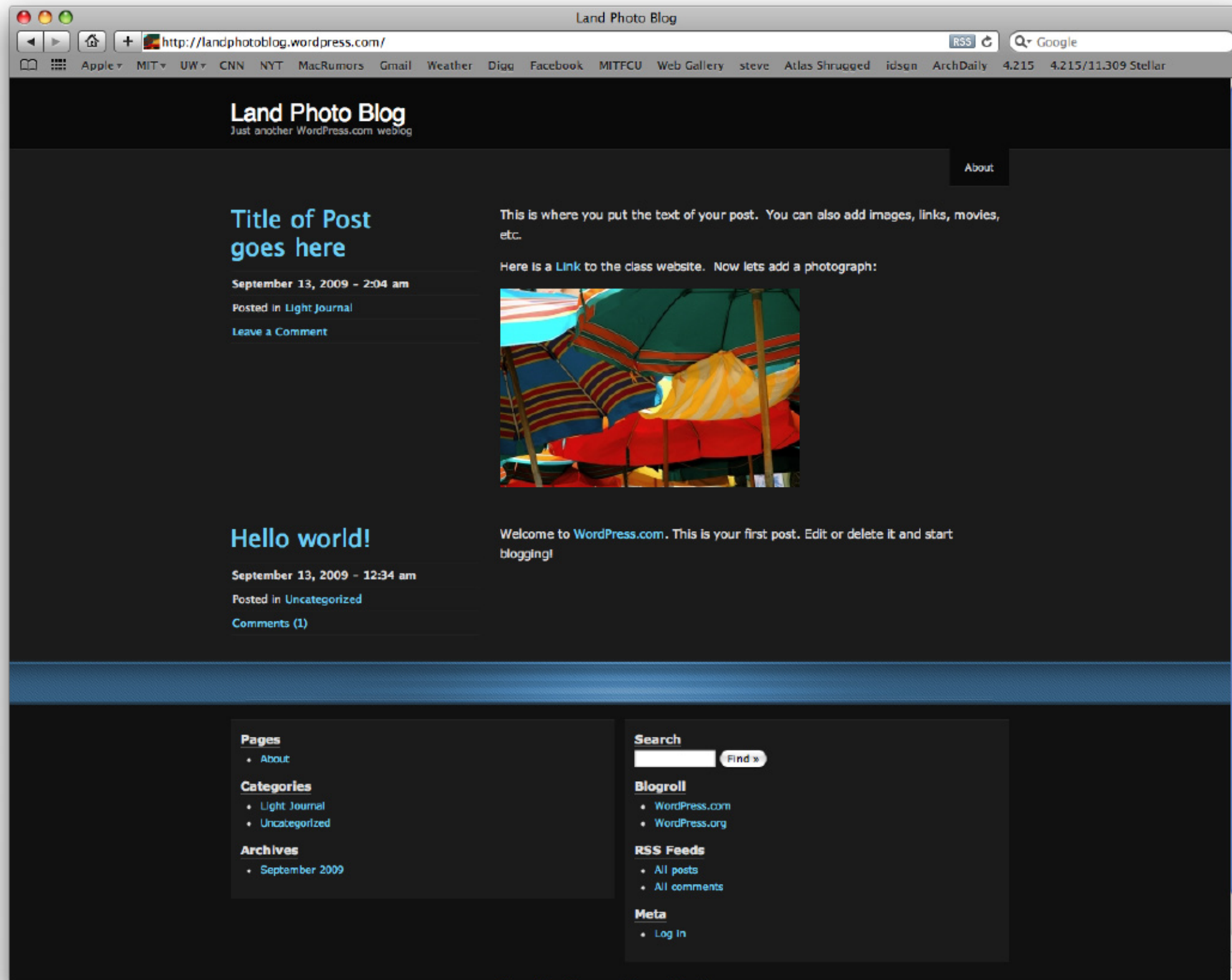


PUBLISHING AND VIEWING

When you have finished your post and you are ready to share it with the world, click the “Publish” button on the right side of the page. The page will reload, and you can continue editing, start a new post, etc. You can edit your posts whenever you like. To save your changes, click “Update Your Post” which has replaced the “Publish” button.

To view your post, click “Visit Site” towards the top of the page (consider right-clicking and opening this link in a new window so you can continue editing and such in the original window).

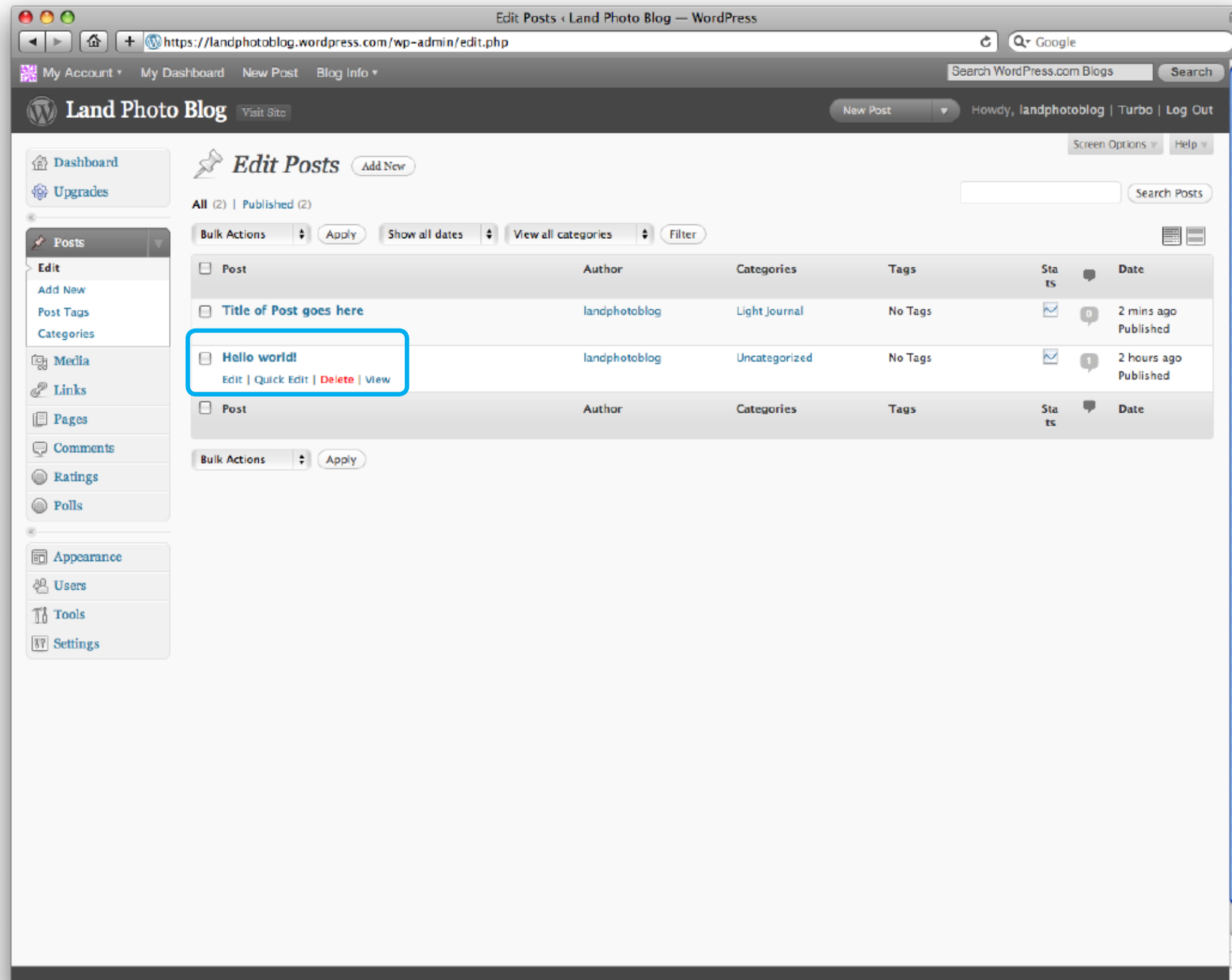
NEXT PAGE: Viewing your post continued



VIEWING YOUR BLOG

This is how the blog appears. If you're still logged-in to Wordpress, you will also see quick links to edit your posts and a dashboard menu at the top of the page.

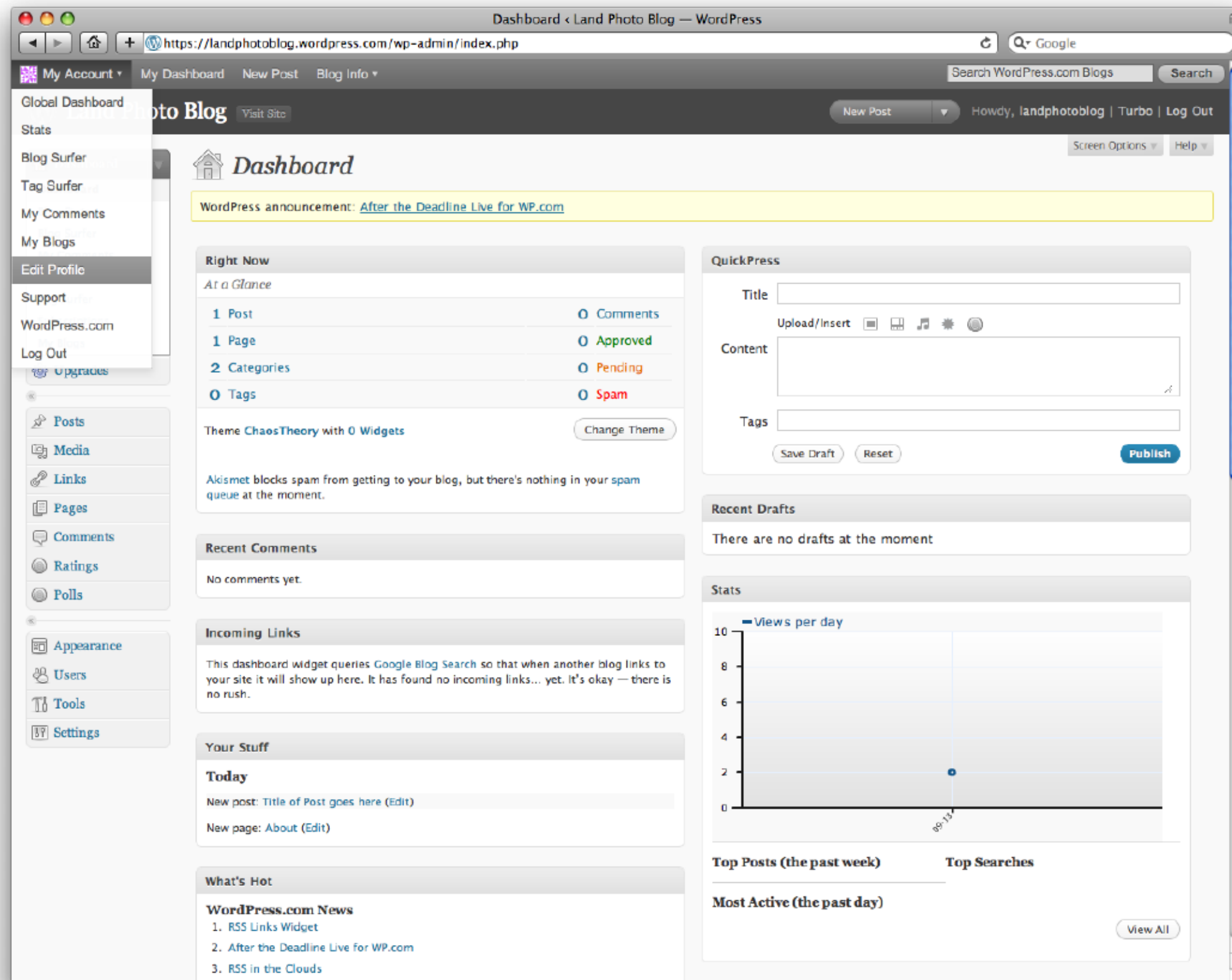
NEXT PAGE: Adding, deleting, editing posts



ADDING/DELETING/EDITING POSTS

Click “Posts” again on your Dashboard page. You will now see the new post just created, as well as an example “Hello World!” post. To delete a post, move your mouse over the title, and a link to “delete” will appear below. Click “Delete” and “Okay” in the follow up dialog box to get rid of the post.

NEXT PAGE: Editing your profile, etc.



EDITING PROFILE, ETC.

If you would like to add to your Wordpress profile and view additional settings (name, email, change password, etc.), click “Edit Profile” under the “My Account” tab at the top of the page.

You should now be able to set-up a blog, and have the basic skills to add and edit posts, and manage your site. Please explore the other options and settings, and don’t hesitate to contact the TA when you have questions or need help.