



Blogging with WordPress

What is WordPress? WordPress.com is one of (free) blogging platforms available for use for websites/bloggng, which is incredibly easy to use, and allows lots of functionality. Wordpress.org can be used under your own domain name, and offers even greater functionality.

Setting up a WordPress Account

Go to <http://wordpress.com/>

Click 'Get Started Here'



Blog Address

dfpbex .wordpress.com Free ✓

You have chosen a free wordpress.com domain

Username

dfpbex ✓

Sign up for just a username.

Password **Confirm** **Strong**

.....

E-mail Address

bex@digital-fingerprint.co.uk ✓

Subscribe to our blog to learn about new themes, features, and other news.

Blog Posts Language

en - English

You agree to the [fascinating terms of service](#) by submitting this form.

Sign up →

- 'Blog Address', choose something meaningful. WordPress doesn't allow site names to be re-used (ever), or you to change a site name, so choose carefully, and be prepared to be creative.
- *More people will want to ignore the advertising they offer to buy a domain name.*
- 'Username' can be used for multiple sites so again think carefully.
- *Only 'Sign up for just a username' if you only want to comment on (not build) sites.*
- Ensure that the password produces a 'strong' result.
- Ensure that this is an email address that you have access to, as you will not be able to access your WordPress account until you verify your email address.
- *Tick the box if you'd like to receive emails from WordPress*
- Sign up!

Profile Information

You can choose whether to add profile information or not, but it helps others to identify who you are if you use your WordPress account to comment on other blogs (which is a great way of getting people to notice your blog). Give an idea of your interests, your areas of expertise, and your location can help too.

Change Word Press Name/Titles

The main menu for WordPress is on the left hand side of the 'dashboard', which can be accessed via your blog address name/wp-admin, (e.g. <http://dfpbex.wordpress.com/wp-admin/>). Go to Settings → General.

The site title should catch people's attention, and will be used by Google to help identify the site. The Tagline allows you to give a little more detail. Ensure the timezone is set correctly.

General Settings

Site Title: Digital Fingerprint : Bex Test Site

Tagline: Test Site for Bex

E-mail address: bex@digital-fingerprint.co.uk confirmed.

Timezone: London UTC time is 2011-10-30 12:00:00
Choose a city in the same timezone as you.
 This timezone is currently in daylight saving time.
 Standard time begins on: October 30, 2011 2:00 am.

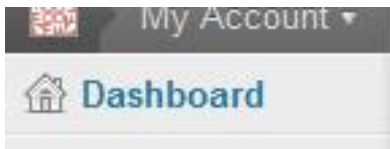
Changing the Look

Go to Appearance → Themes. There are a number of free ‘themes’ (and some paid ones)

- ‘Preview’: see what the site will look like with your pre-existing content.
- ‘Activate’ to apply the theme.

Be aware that the theme changes the FUNCTIONALITY as well as the look.

The Dashboard



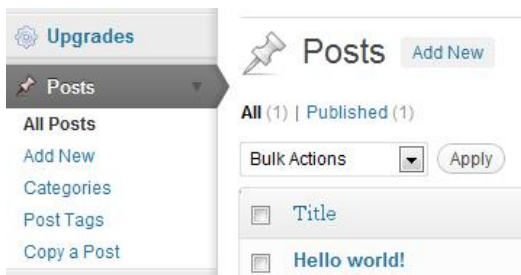
If in doubt, always return to the ‘Dashboard’ (uppermost menu item on the left hand menu).

To view your site, click on the site name at the top of the dashboard.

A good tip can be to have the dashboard open in one window, and the site in another (use the ‘Refresh’ button to see the result of changes you make).

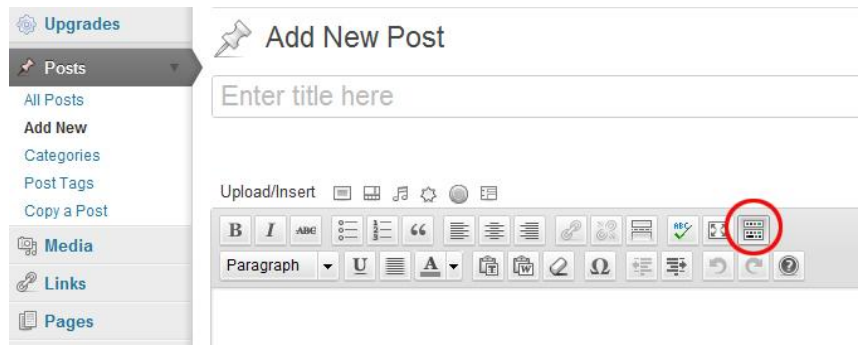


Adding a Post



Blog entries are essentially reverse diary entries (hence the importance of getting the date right for your region). The main product of blogs are ‘blog posts’.

Go to Posts → Add New



Give the post a ‘snappy’ title (which will also be used in the URL/web address).

Writing content is ‘WYSIWYG’. Ensure that you are in ‘Visual’ mode (unless you are confident in HTML), and click on the circled icon (to the left) to open up the bottom menu. Hover your mouse over any of the icons to see their function.

Adding an Image



Each post should be targeted around a single theme, consist of around 500-800 words, include an image, and offer a ‘call to action’ (encourage people to interact with you, or sign up for something).

Take care with where you choose your images from, use links such as <http://digital-fingerprint.co.uk/2009/10/images/> for suggestions of legal image sites.

There is much more than can be done with blogs, but this should get you started!