

MortgageBrain

Creating New Blog Posts

A guide to demonstrate how you
create your blog posts using Umbraco

MortgageBrain

Contents

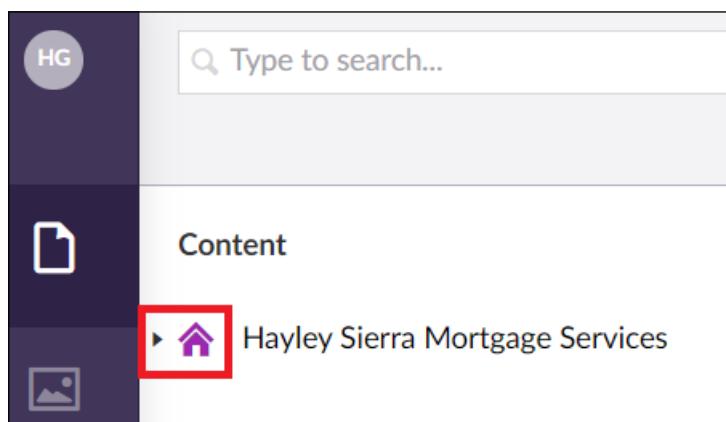
Create A New Blog	2
Adding Blog Authors	3
Adding A New Blog Post	5
Additional Features & Benefits	7

Creating A New Blog

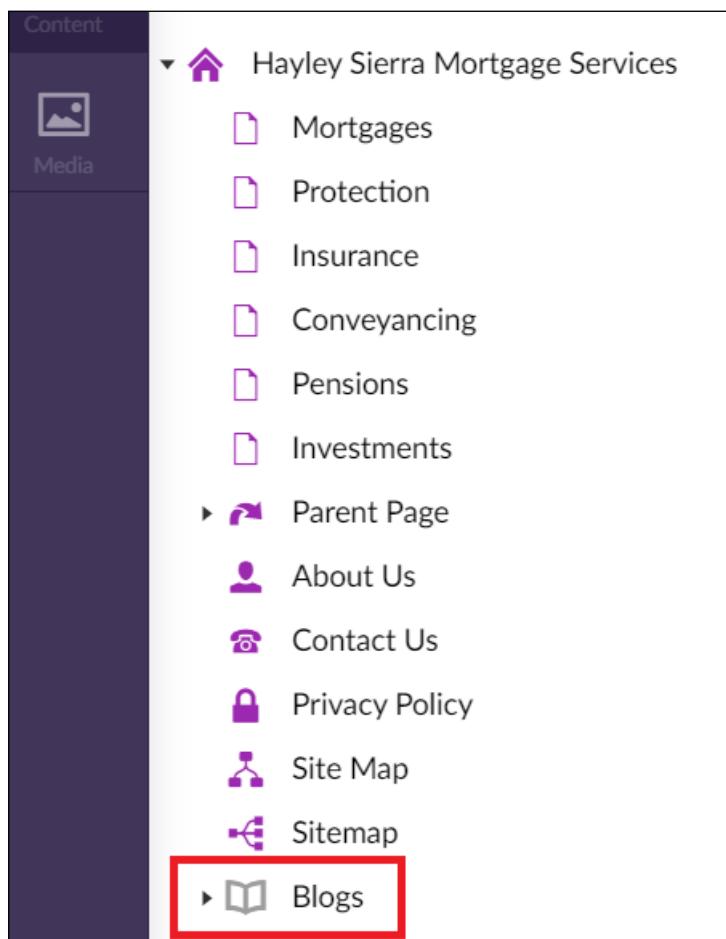
This guide is designed to show you how to create, edit or delete Blogs. It assumes that you are using the Umbraco built in Blog, and the B2C team have given you direct access to your website content management platform.

Log into your Umbraco account via www.your-website-domain.co.uk/Umbraco

You are directed straight to your website Content.



Click the arrow to open the website pages. This guide assumes that the B2C team have already created the Blog page.

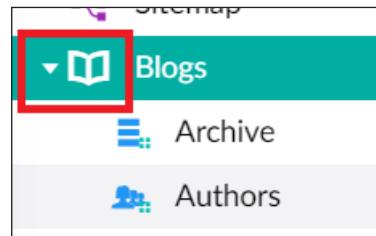


You can now set your initial Blog settings, working your way through the tabs to configure your Blog.

Blog	Customize	Style	MetaWeblog options	Visibility	Info
<p>Blog Description</p> <div style="border: 1px solid #ccc; height: 100px; width: 100%;"></div>					
<p>Custom RSS Feed Url</p> <p>Optional custom rss feed URL (i.e. if you use feedburner, etc...)</p> <div style="border: 1px solid #ccc; height: 20px; width: 100%;"></div>					
<p>Blog Title *</p> <div style="border: 1px solid #ccc; width: 100%;"><input type="text" value="Hayleys Blogs"/></div>					
<p>Disqus Shortname</p> <div style="border: 1px solid #ccc; height: 20px; width: 100%;"></div>					
<p>Google Analytics Id</p> <p>Your Google Analytics Id (i.e.</p> <div style="border: 1px solid #ccc; height: 20px; width: 100%;"></div>					

Adding Blog Authors

Start by clicking the arrow to open up the Blog to navigate to the Authors page.



Work through the tabs to create the Author.

Child items	Visibility	Info				
Create Blog Author						
<table border="1"> <thead> <tr> <th><input type="checkbox"/> Name</th> <th>Sort ▲</th> </tr> </thead> <tbody> <tr> <td> Hayley Gateson</td> <td>0</td> </tr> </tbody> </table>			<input type="checkbox"/> Name	Sort ▲	Hayley Gateson	0
<input type="checkbox"/> Name	Sort ▲					
Hayley Gateson	0					

You can upload an image and author Bio. Click Save and Publish. The blog author should then show under the Authors page and can be used to create new blog posts.

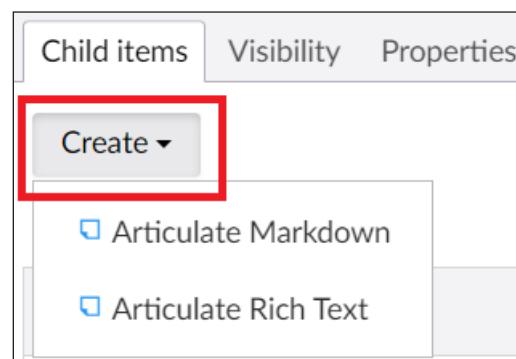
Hayley Gateson		
Author info	Visibility	Info
<p>Author Image</p> <div style="border: 1px dashed #ccc; width: 150px; height: 150px; margin-bottom: 10px;"></div> <p> Click to upload</p>		
<p>Author Url A url to link to the author's website</p>	<input type="text"/>	
<p>Author Bio Description of the author</p>	<input type="text"/>	

Adding a New Blog Post

Navigate to the Post page underneath the main Blog page in Umbraco.



Click Create and select Articulate Rich Text



You are now ready to create your post. Work your way through the tabs and click Save and Publish.

The image shows the 'Content' editor for a blog post. At the top, the 'Content' tab is highlighted with a red box. Below the editor toolbar, the 'Post Attributes' tab is also highlighted with a red box. To the right of the editor, there are tabs for 'Content', 'Image', 'Meta Tags', 'Properties', and 'Info'. The main content area contains a rich text editor with a red box around the text 'This is a test blog'. Below the editor, there are several input fields: 'Tags' (highlighted with a red box), 'Slug' (with a note about auto-generation), 'Categories' (highlighted with a red box), and an 'Excerpt' field. To the right of the 'Categories' field is a note about the 'Blogger' service. The entire interface is styled with a light gray background and various red and teal highlights for different sections.

This is an example of what the above Blog post would look like:

Blog Title: *This will be the same for all your posts*

Post Title: *Title of each post*

Tags: *a blog tag is a word or phrase that describes a blog post*

Categories: *A blog category is a topic you address on your blog*

Content: *The content of your post.*

Hayley's Blogs

CATEGORIES

Search...



This is a test blog

FRIDAY, FEBRUARY 26, 2021

CATEGORIES MORTGAGE RATES , MORTGAGES , TEST

POSTED IN TEST BLOG , MORTGAGES , FIRST TIME BUYER , COVID-19

This is user guide to demonstrate how a customer can create blog posts.

"Blogger" redirects here. For the Google service, see [Blogger \(service\)](#). For other uses, see [Blog \(disambiguation\)](#).

A blog (a truncation of "weblog")^[1] is a discussion or informational website published on the World Wide Web consisting of discrete, often informal diary-style text entries (posts). Posts are typically displayed in reverse chronological order, so that the most recent post appears first, at the top of the web page. Until 2009,