Go to www.wordpress.com > Sign Up Now.

Get your own WordPress.com account in seconds

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

Username

(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.

Email Address

(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.   ⟵   Select
Just a username, please
(unless you want your own blog).

Next →

Check your inbox for an email to activate your account. Follow the instructions to activate your account. I will add you as an author, allowing you to edit, publish and delete your own posts, as well as upload files and images.

Log in to wordpress.com.

Go to the drakej70.wordpress.com **dashboard**.

Click **Posts > Add New.**
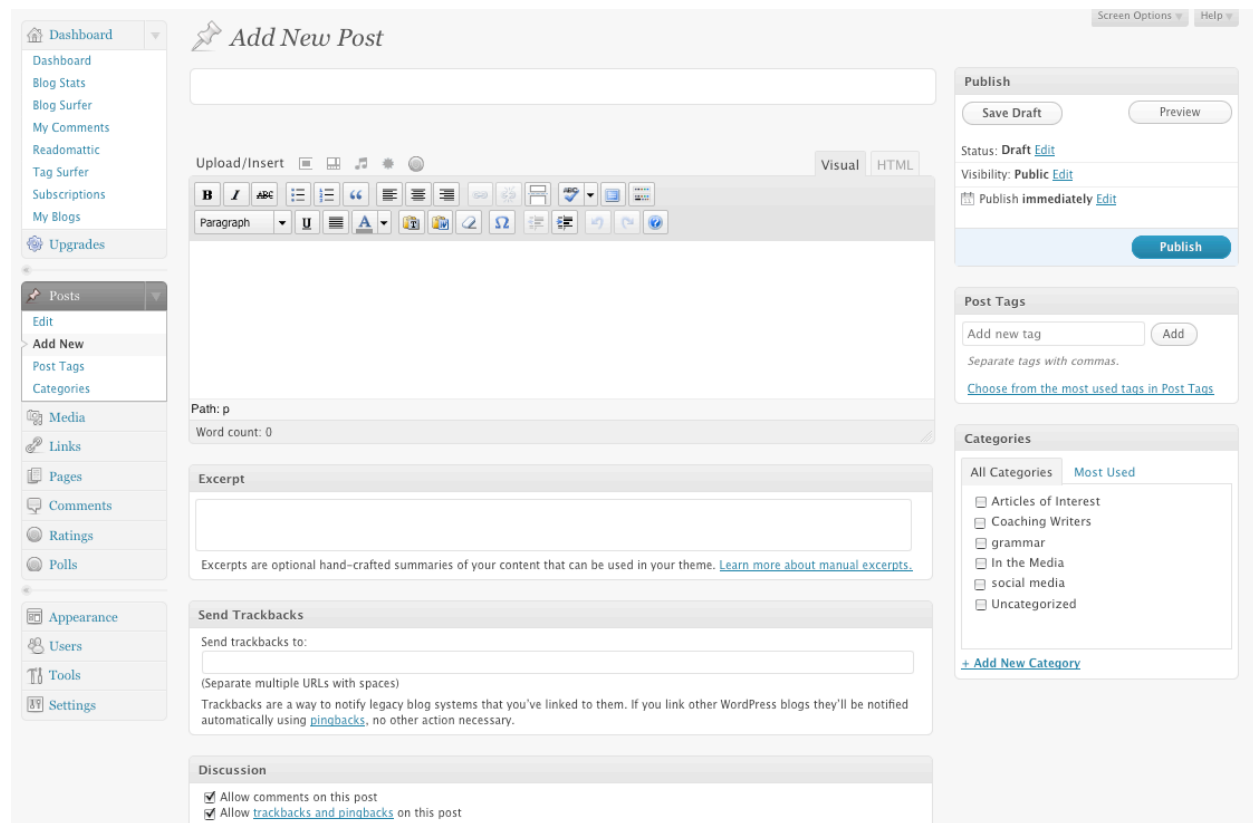
- Make sure the **Visual** tab is selected (unless you want to write HTML code).
- Type a title, or headline. Make sure it's SEO-friendly.

Write your Post

- You can either write your post right in the article pane, write it in Plain Text, or write it in Word. If you write it in Plain Text or Word, copy your text. Then, **do not just paste into the article pane.** Word, especially, has unseen formatting that will screw up your post. Instead, click the **Paste from Word** or **Paste from Plain Text** button. That will strip out any troublesome formatting.
- Use the formatting toolbar to format type, make bulleted or numbered lists, set justification, spellcheck, indent. You can also create subheads.
- Wordpress should automatically double-space between paragraphs for you.

Add Links

- Select the text that you want to serve as a link.
- Click the **insert/edit link** icon.
- Paste the URL of your external link into the **Link URL** box.
- **Target > Open link in new window.** Leave **title** and **class** alone.
- *Always* test your links after you've posted.

Add an Image

- To add an image, click the **Add Media** icon above the formatting toolbar. Wordpress accepts the following image formats: jpg, png, gif, pdf. (Tiffs do not work. Convert tiffs to jpgs in Photoshop, if necessary.) *Respect copyrights!*
- Upload the image. In the dialogue box, give your image a title (helps SEO), decide your alignment and size, then click **Insert into Post.**

Add a Video

- To add video, click the **Add Media** icon above the formatting toolbar.
- Select either **From Computer** or **From URL.** The easiest way to post video is via YouTube. Select **From URL**. Paste in the YouTube URL.
- Click **Insert into Post.**

Final Steps

- Leave **Excerpt** blank.
- If you refer to a Web site and want to notify that site, type in the site's URL in **Send Trackbacks.**
- Click **Allow Comments on this post.**
- Click **Allow trackbacks and pingbacks on this post.**
- You can save your draft, without publishing, with **Save Draft.**
- You can preview your post, with **Preview.**
- You can set the day and time of publication.
- Add tags. Type in logical, relevant tags, separated by comma. Include your name and "blog 1," or "blog 2" etc. as tags. Click **Add.**
- Categorize your blog as **Student Posts.**
- When you're ready, hit **Publish.** You can always go back in and modify your post.