

How to write your first blog post

A guide to writing your first blog post using WordPress.

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What is a Blog?

A blog is a regularly updated online publication of original and interesting content that can be viewed by anyone on the web. Our Revive Dental Care blog should include content that is suitable for members of the public and members of the professional community. Each blog post should be interesting to its intended readership.

The blog should not include information that is slanderous or defaming. Neither should it give away industry or trade secrets, or provide information that could potentially harm relationships between patients, potential patients or members of the healthcare community.

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How often should I write a post?

We're not asking for much; if you see something of interest to you and think it might interest others then write an article about it. Your article can be about dentistry, or healthcare or may be just-for-fun. Our aim is to publish at least one article per week. That's a minimum of 52 article posts per year – so we need to keep the ideas flowing!

Why do we need to keep a blog?

Every blog should include interesting, original material that readers can engage with. It's important that you share your ideas and interests with your colleagues and the local community – you'll be helping patients to keep up-to-date with news from their local Revive Dental Care practice.

Problems writing your posts? Forgotten your Log-in?

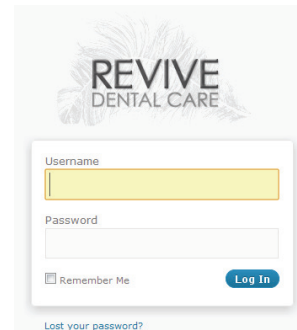
Simply email your enquiry to admin@revivedentalcare.co.uk

How do I write my first post?

Contributing to the blog could not be easier. It shouldn't take more than hour to write and upload your first post. You can write your post 'offline' using the word template here... http://www.revivedentalcare.co.uk/monton/docs/blogpost_template.php

Step 1

Go online to <http://www.revivedentalcare.co.uk/blog/wp-admin/>
Log in with your username and password (ask Peter if you need to)



REVIVE
DENTAL CARE

Username

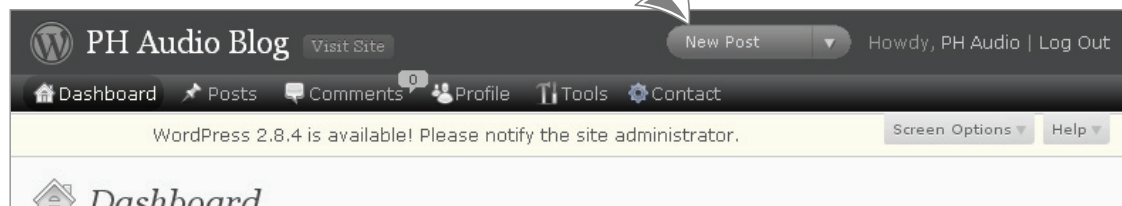
Password

Remember Me

[Lost your password?](#)

Step 2

In the main dashboard screen simply click 'new post'



PH Audio Blog Visit Site New Post Howdy, PH Audio | Log Out

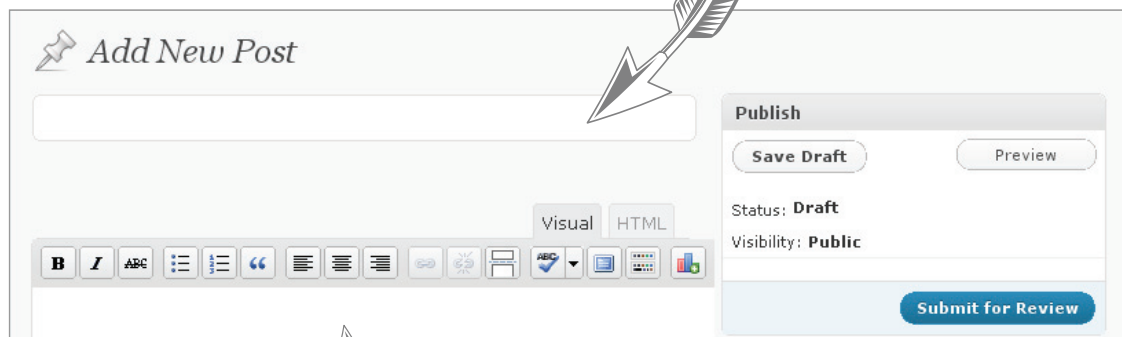
Dashboard Posts Comments 0 Profile Tools Contact

WordPress 2.8.4 is available! Please notify the site administrator. Screen Options Help

Dashboard

Step 3

Write an appropriate title that sums-up what the post is about.
Use the 'Save Draft' button to save your work at any time



Add New Post

Publish

Save Draft Preview

Status: Draft

Visibility: Public

Submit for Review

Step 4

Write the main content of your blog post in this section

Step 5

When you have finished writing, click submit for review - job done!

Blog Writing Tips

Use Microsoft Word to Spell check & Grammar check your work before you publish it or submit it for review. Include some good images in your blog post when possible - it's always good to start or end every post with a relevant image. Structure your document based on the post template, always include a title, description and keywords as well as tags and a category. You should always add hyperlinks to relevant websites or the source of your info. Always credit images if not your own.