

#### **GTP Blog Instructions**

How to Create a Blog Article for Your Web Site

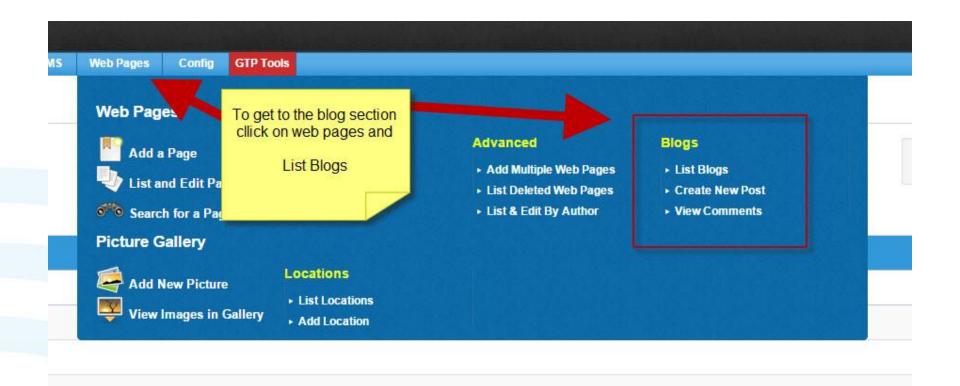


#### Pre - Requisites

 The blog front end code from GTP needs to be installed on your web site and possible styled before you can use the blog infrastructure built into the GTP CMS.

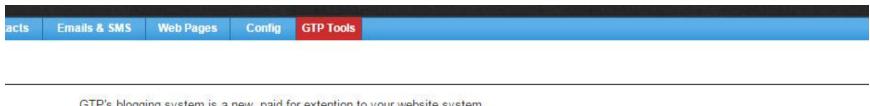


### Login to The CMS





#### If Blog is Not Activated You Will See This.



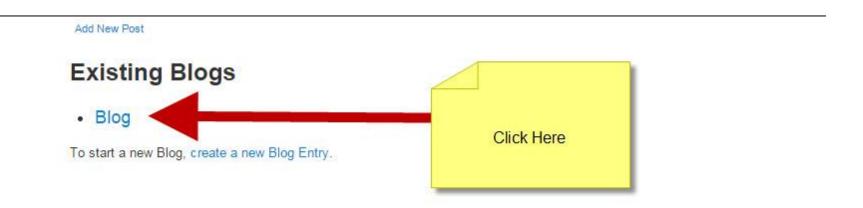
GTP's blogging system is a new, paid for extention to your website system.

For information on signing up, please contact us by email or phone (1300 856 533).

If you get this Contact GTP so we can activate your blog account



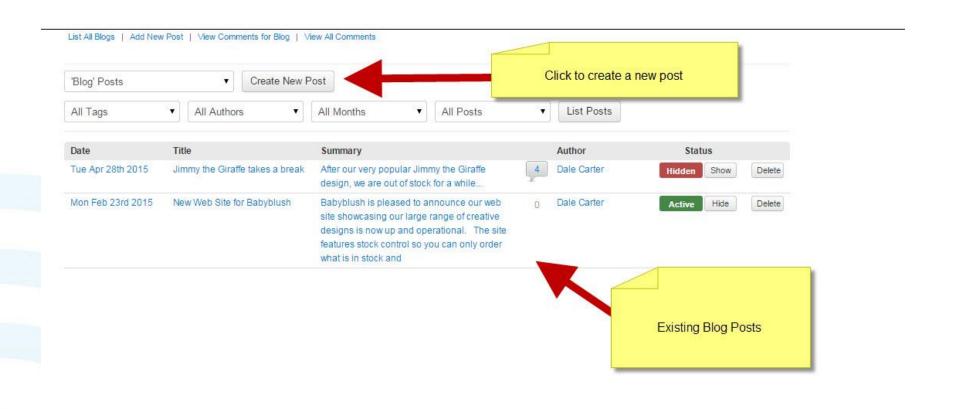
### If Blog is Activated





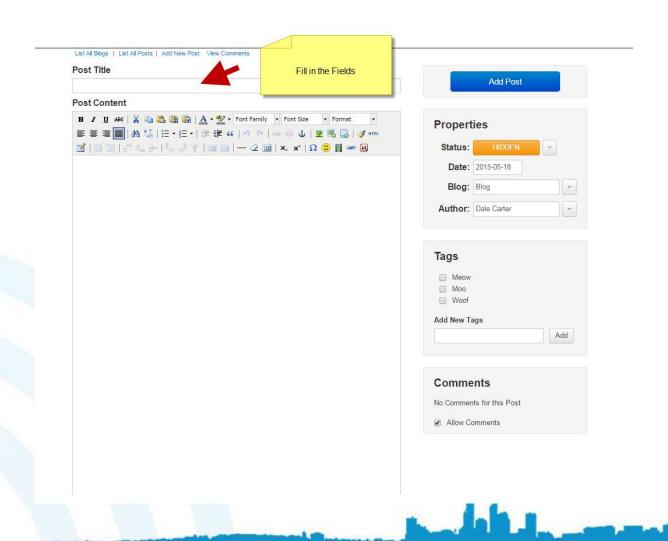
#### Articles in Your Blog Are Listed

#### Click Create New Post for a New Article



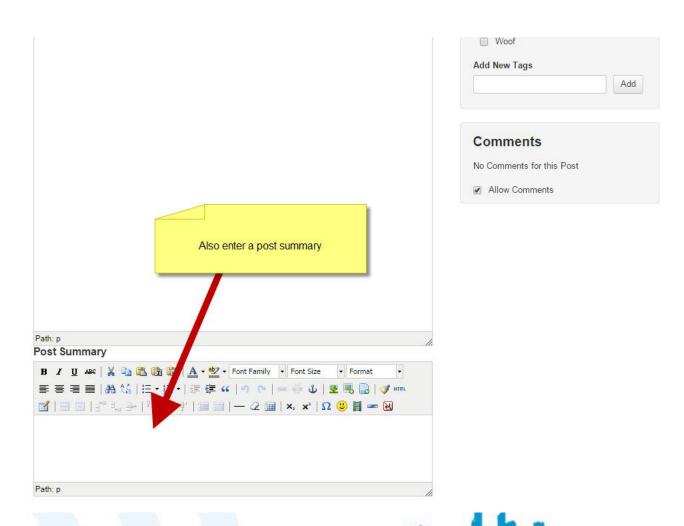


#### Blank Blog Page Screen



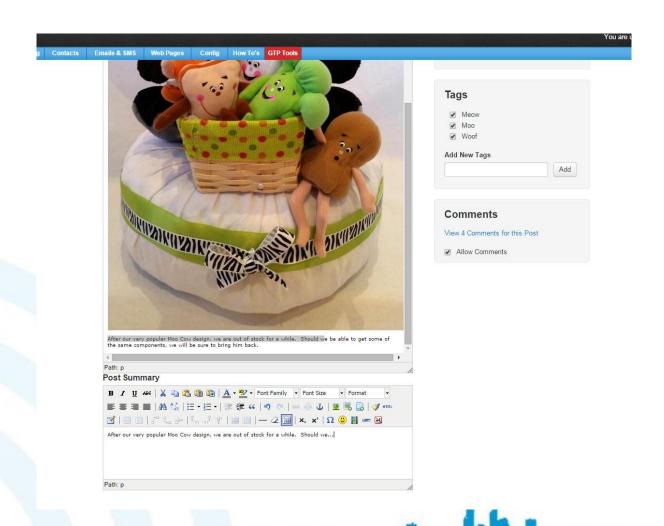


#### **Summary Section of Blog**



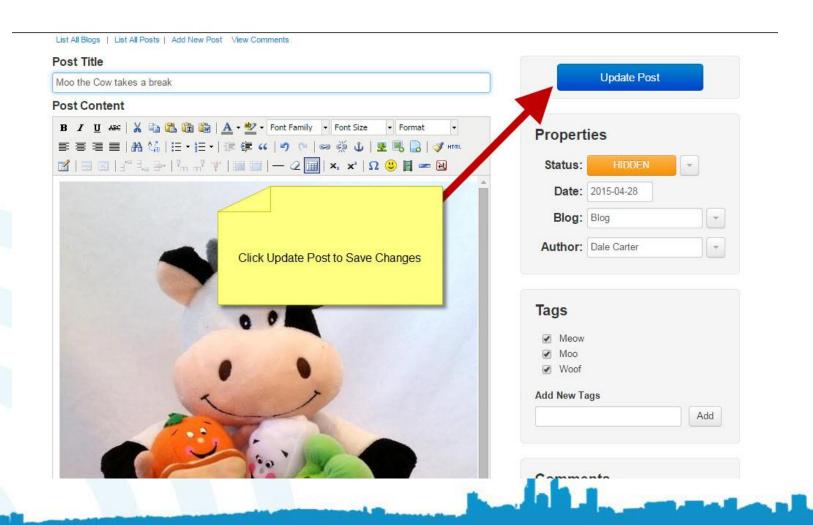


#### Insert Article and Pictures



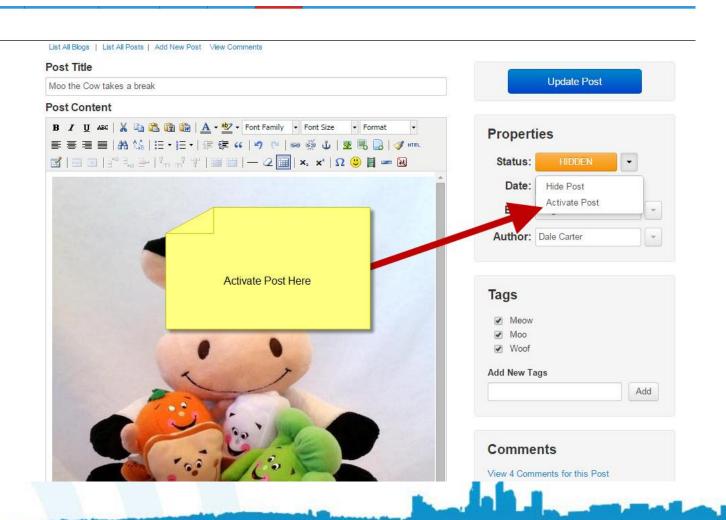


#### Click Update Post To Save



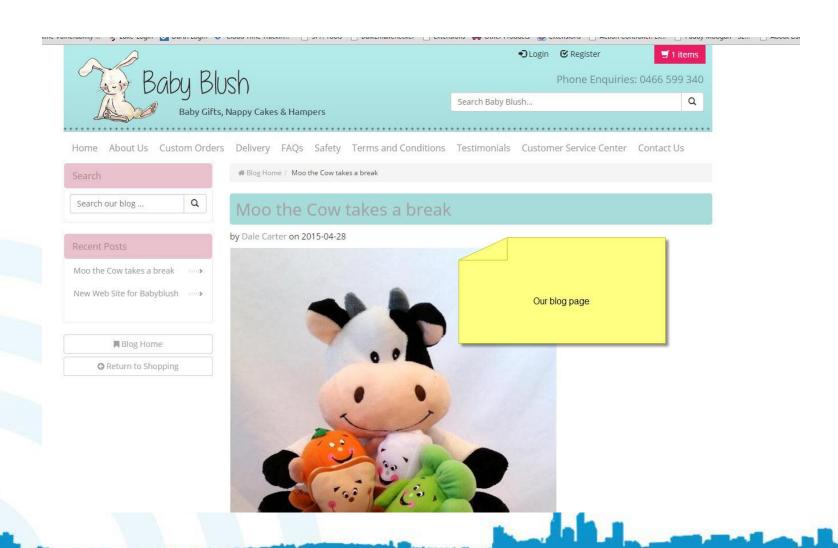


#### Change to Activate Post



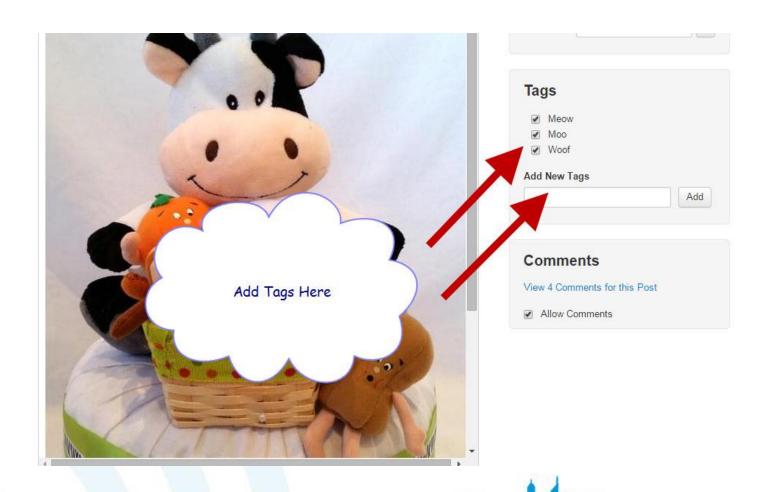


#### **Blog Page Now Appears**



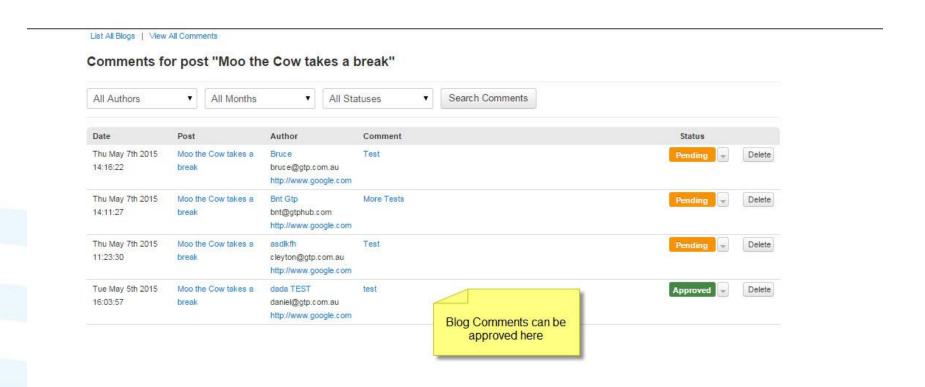


### **Add Tags**



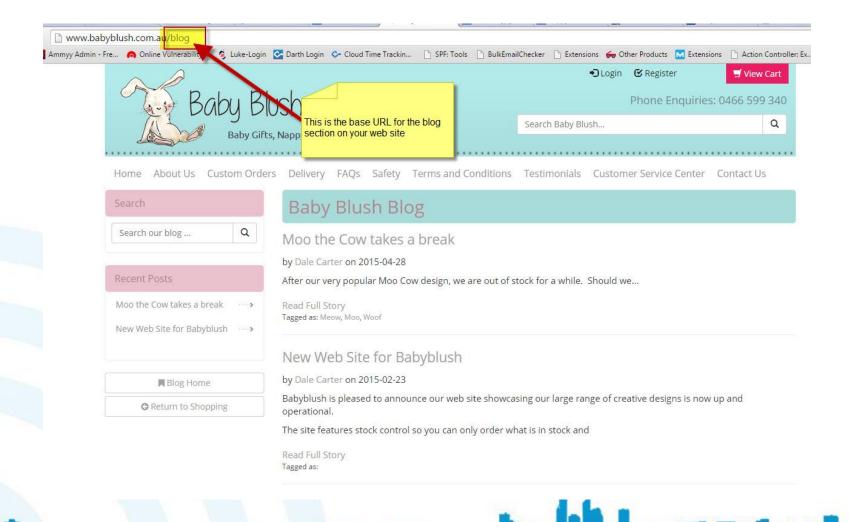


## Blog Comments can be Approved, or Deleted



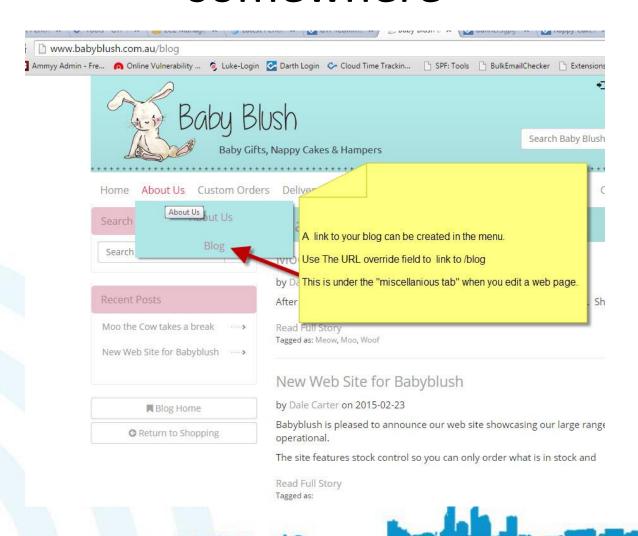


#### Web Address of your blog



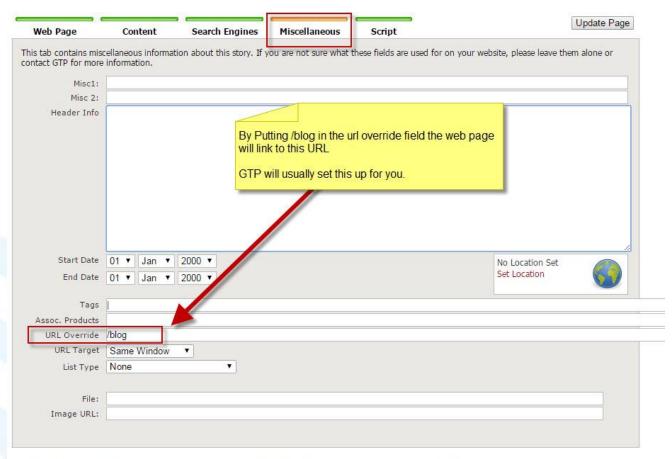


# Link your blog into your menu somewhere





# Where you set link to blog in Web Pages Section.



Tip: After uploading images, you may need to click the Update Page button to be able to see them.



#### **End of Presentation**

- Support: <u>support@gtphub.com</u>
- Phone: 1300 856 533 (AUS)
- Phone: +61 8 6389 0758 (International)
- SMS Support: 0411 352 766

- Online Support:
- http://www.gtphub.com/hub/helpPage