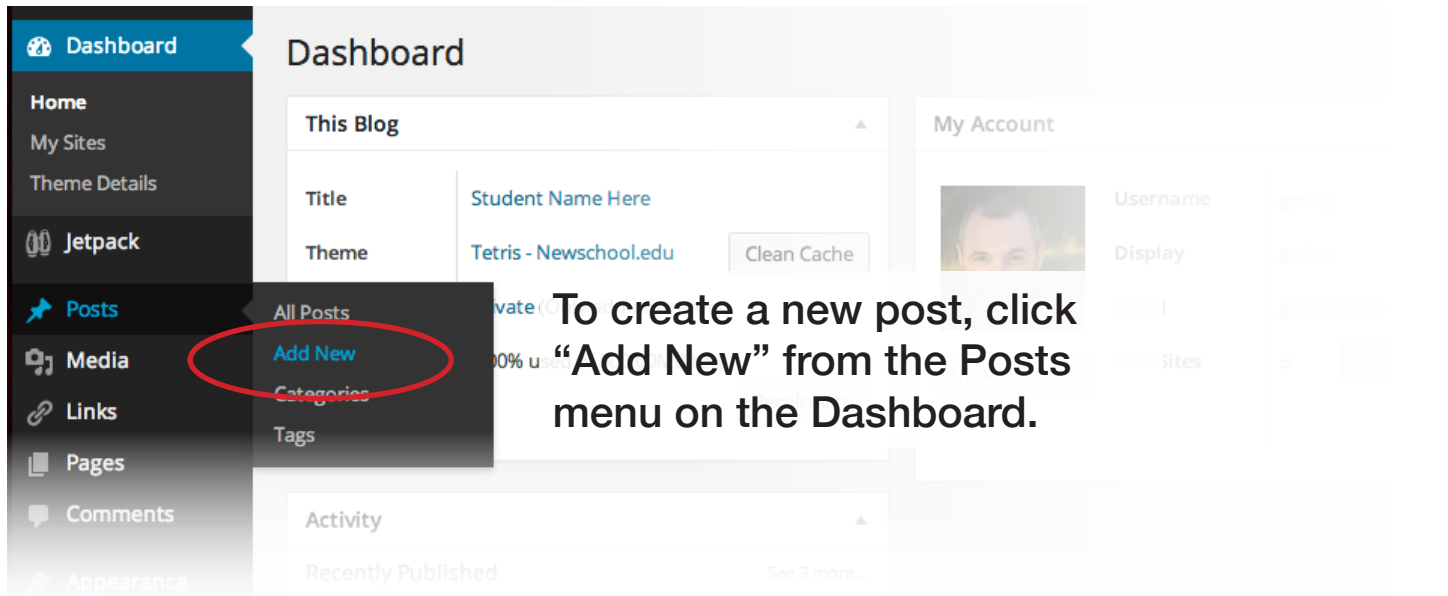


Creating A Quote Post

Are you particularly proud of one portion of your own writing? Was there a particular text that inspired you? A guest lecturer or critic that helped you push your work in a new direction? This post format is perfect to honor that soundbite, though remember to share additional information like why you're including it in your Learning Portfolio!

Step 1



The screenshot shows the WordPress dashboard. On the left sidebar, the 'Posts' menu is highlighted, and the 'Add New' option is circled in red. The main content area shows the 'This Blog' section with fields for 'Title' (Student Name Here) and 'Theme' (Tetris - Newschool.edu). A 'Clean Cache' button is visible. The 'My Account' section shows a profile picture and fields for 'Username', 'Display Name', 'Email', and 'Number of Sites'. The 'Activity' section shows 'Recently Published' posts.

To create a new post, click “Add New” from the Posts menu on the Dashboard.

Step 2



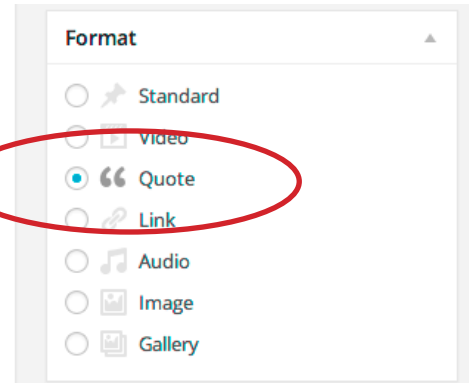
The screenshot shows the 'Add New Post' screen. The 'Posts' menu is highlighted in the sidebar, and the 'Add New' option is circled in red. The main content area has a text input field with the placeholder text 'Enter title here'. Below the input field is an 'Add Media' button and a toolbar with icons for bold, italic, link, b-quote, del, ins, img, ul, ol, li, code, more, close tags, proofread, and fullscreen. The main content area is empty, with the text 'Type quote in this field.' overlaid.

Place title of post in this field.

Type quote in this field.

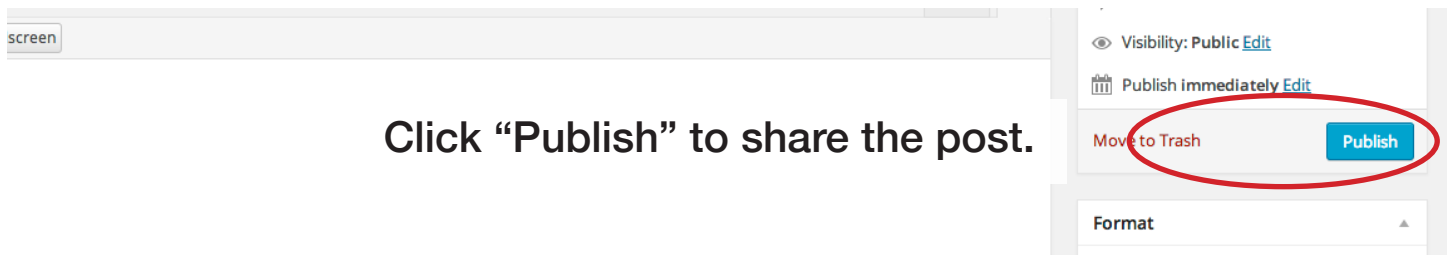
Step 3

On the right hand side under “Post Format” click the radio button for “Quote”.



Step 4

Click “Publish” to share the post.



Step 5

The “Quote Post” will only appear as an excerpt on the front page of the portfolio.

