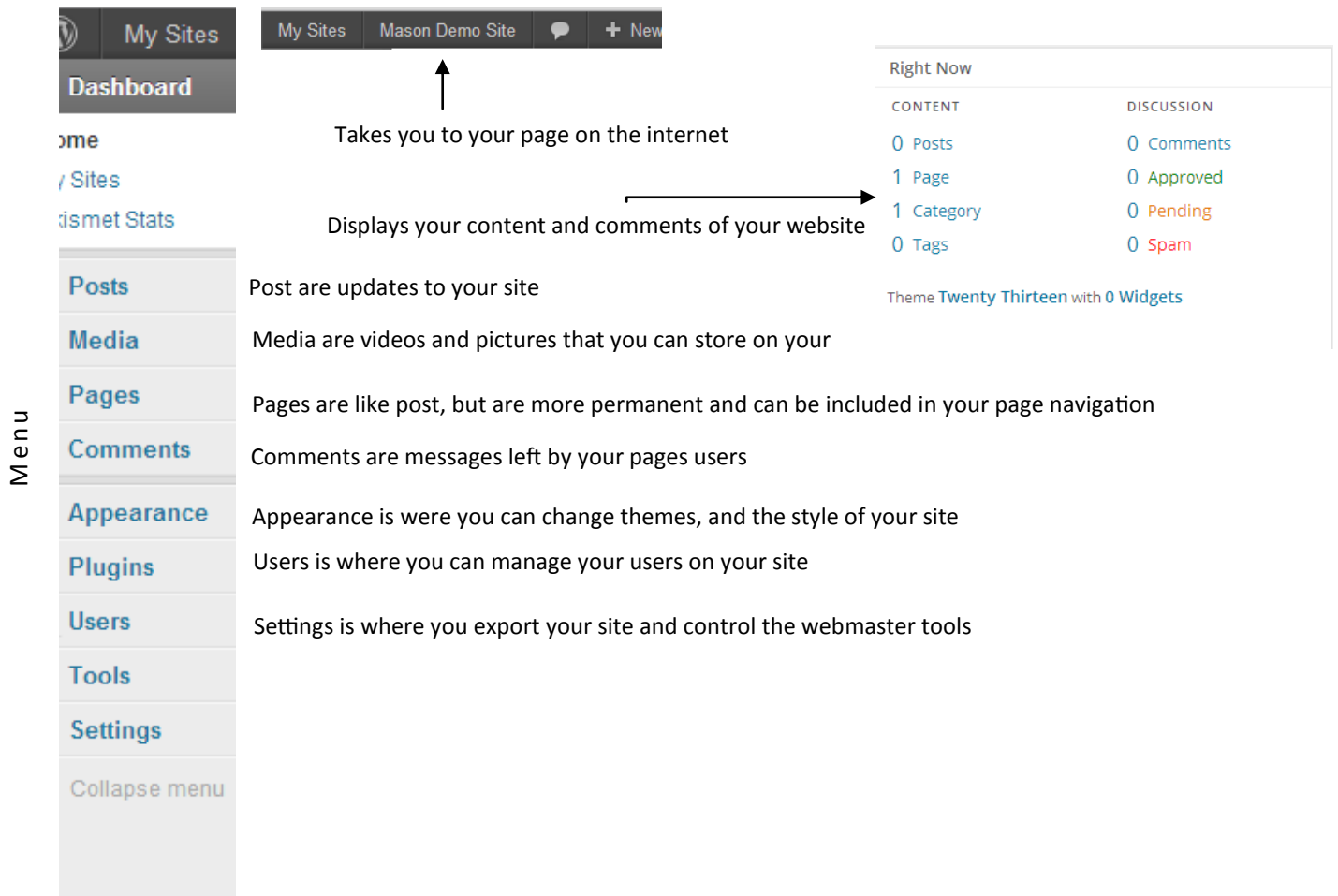


# NAVIGATING



**My Sites** (My Sites | Mason Demo Site | + New)

**Dashboard**

**Right Now**

| CONTENT    | DISCUSSION |
|------------|------------|
| 0 Posts    | 0 Comments |
| 1 Page     | 0 Approved |
| 1 Category | 0 Pending  |
| 0 Tags     | 0 Spam     |

Theme **Twenty Thirteen** with 0 Widgets

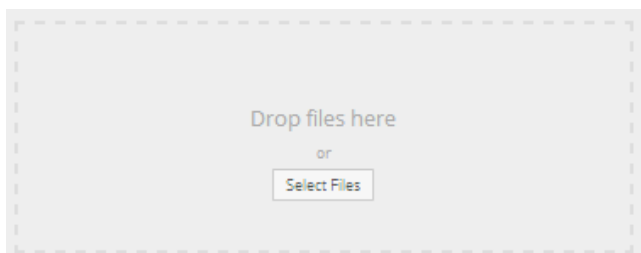
**Menu**

- Posts**: Post are updates to your site
- Media**: Media are videos and pictures that you can store on your
- Pages**: Pages are like post, but are more permanent and can be included in your page navigation
- Comments**: Comments are messages left by your pages users
- Appearance**: Appearance is were you can change themes, and the style of your site
- Plugins**: Users is where you can manage your users on your site
- Users**: Settings is where you export your site and control the webmaster tools
- Tools**
- Settings**
- Collapse menu

Takes you to your page on the internet

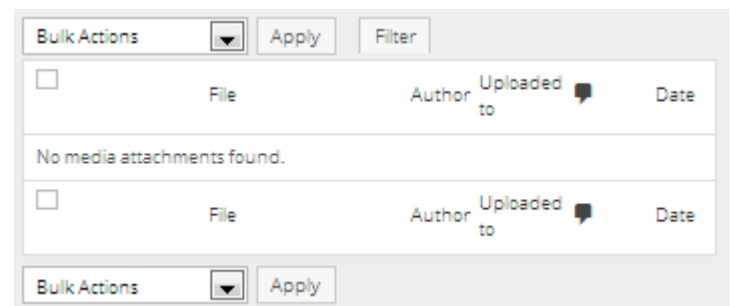
Displays your content and comments of your website

# MEDIA



*On left* This is where you can upload images/videos to WordPress

*On Right* Here you can manage your media files

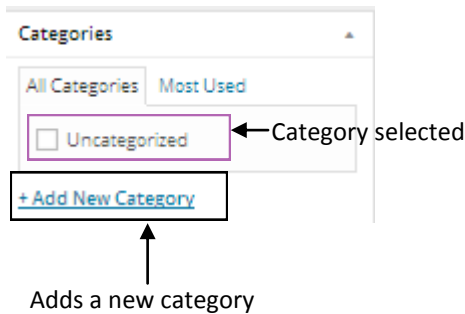


# POSTS AND PAGES

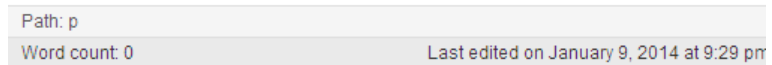
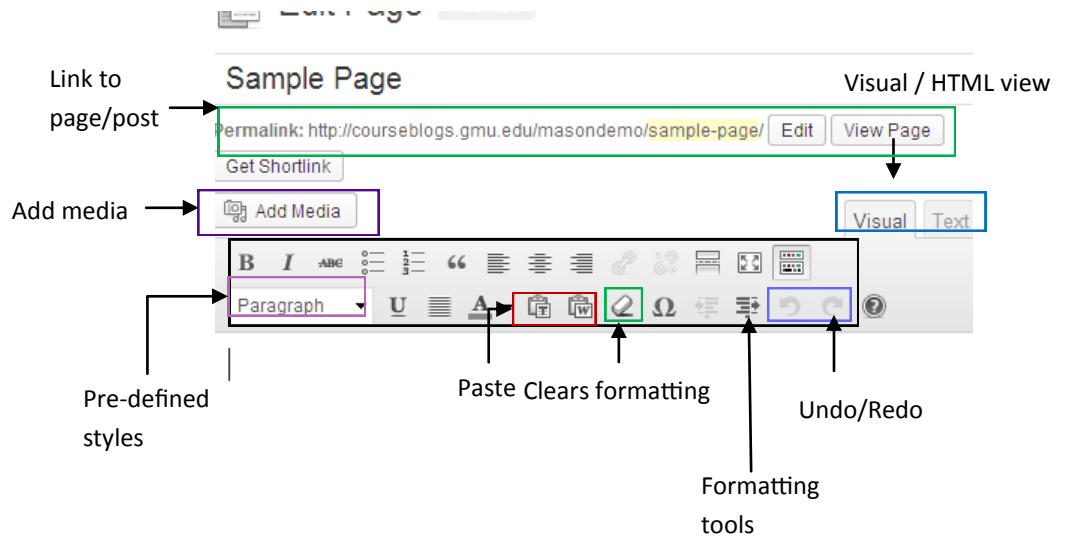
A **post** is a temporary posting with-in a site. This allows you to create **categories** like in a newspaper where there would be a metro section, with only post associated with that section.

## Post Categories

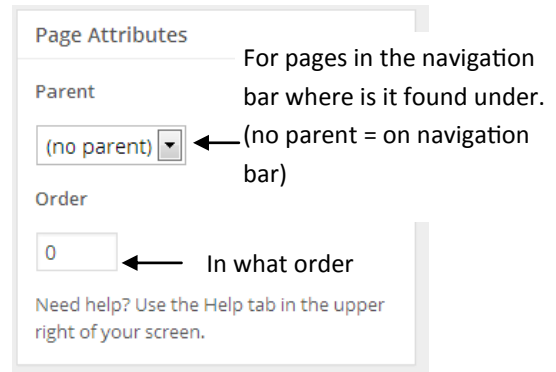
(Only for Post)



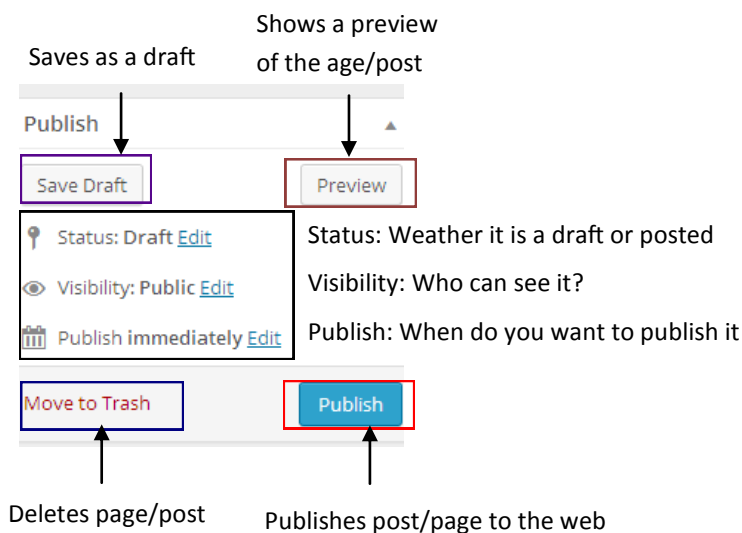
## Writing and Formatting



## Page Attributes



## Publishing a Post/Page



A **page** is viewed as a more permanent structure of your website; that is not updated much, such as the About Us page for a company.