

Writing Pages

You normally use pages for information that you want to share with your readers but don't expect to update frequently. Pages appear in the Pages widget and in navigation tabs across the top of some themes.

Examples of pages commonly used by bloggers include:

- An About page (<http://help.edublogs.org/2009/08/01/writing-yourabout-page/>) - for readers find out more about you and your blog. Readers often use it to decide whether to bother subscribing to a blog.
- Contact page - provides your contact details
- Info For First Time Visitors! (<http://aquaculturepda.edublogs.org/about/want-notification-of-new-posts/>) - for new readers to understand how to subscribe to the blog and leave comments

Writing a New Page

You create new pages using the **Add New Page Screen** in your administration panel. There are two options for accessing your **Add New Page** screen:

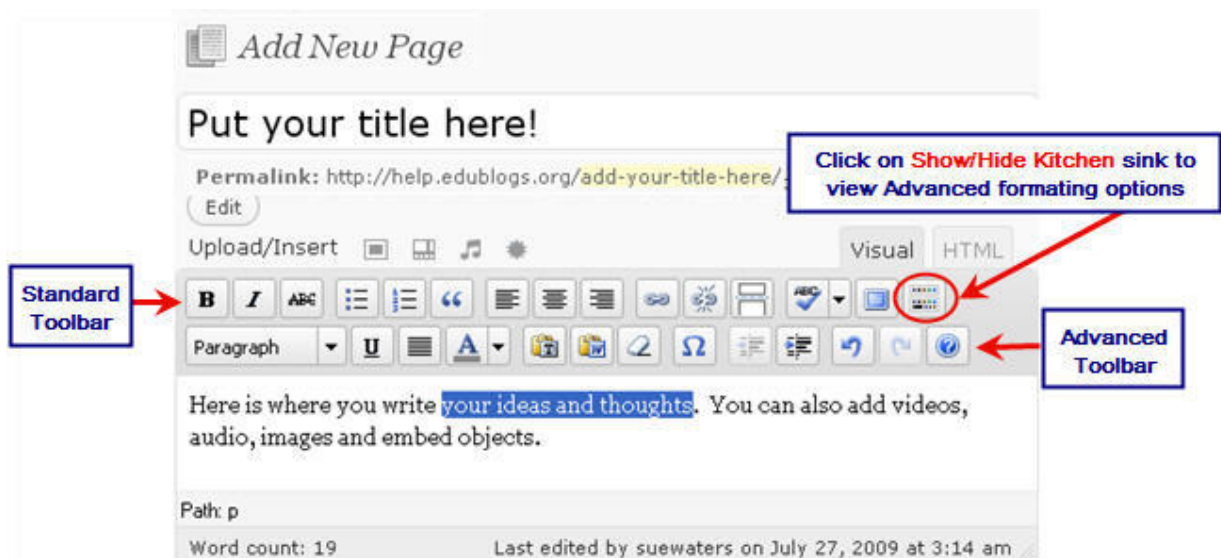
1. Clicking on **Page > Add New** in the navigation menu.
2. Selecting New Page in the Shortcuts menu in the upper right of your administration panel



Brief Overview of Using Your Add New Page Screen

Your Add New Page screen works very similar to your Add New Post screen except that:

1. You don't assign categories or tags (<http://help.edublogs.org/2009/07/29/adding-tags-and-categories-to-a-post/>) to pages
2. You can arrange your pages in hierarchies, using sub-pages, to nest pages under other pages



Writing a page is similar to writing a post. Use these instructions for both posts and pages:

1. Writing your First Post (<http://help.edublogs.org/2009/07/29/writing-your-first-post/>) – But you can't assign categories or tags (<http://help.edublogs.org/2009/07/29/adding-tags-and-categories-to-a-post/>) to pages
2. How to insert links in your post (<http://help.edublogs.org/2009/07/29/how-to-insert-links-in-your-post/>)
3. Inserting images into your Posts (<http://help.edublogs.org/2009/07/29/inserting-images-into-your-posts/>)
4. Inserting photo gallery into your Posts (<http://help.edublogs.org/2009/07/29/inserting-a-photo-gallery-into-your-post/>)
5. Inserting video or audio files into your posts (<http://help.edublogs.org/2009/07/29/inserting-a-photo-gallery-into-your-post/>)
6. Embedding Videos from Video Sharing Websites into Posts (<http://help.edublogs.org/2009/07/29/embedding-videos-from-video-sharing-websites-into-your-posts/>)
7. Inserting Documents, PDF and PowerPoints into Posts (<http://help.edublogs.org/2009/07/29/inserting-documents-pdf-and-powerpoints-into-your-posts/>)
8. Editing Posts - <http://help.edublogs.org/2009/07/30/editing-posts/>
9. Scheduling a post for a later date (<http://help.edublogs.org/2009/07/30/scheduling-a-post-for-a-later-date/>)
10. Why you shouldn't write your post in MS Word (<http://help.edublogs.org/2009/07/30/why-you-shouldnt-write-your-posts-in-ms-word/>)