

Screen Options Help

Edit Post Add New

Permalink: <http://tinyblueorange.com/2013/11/11/techy-terms-wordpress-posts/> Edit Get Shortlink

Add Media

Visual Text

B I ABC Paragraph U A

Path: Word count: 0

Send Trackbacks

Send trackbacks to:

(Separate multiple URLs with spaces)

Trackbacks are a way to notify legacy blog systems that you've linked to them. If you link other WordPress sites they'll be notified automatically using [pingbacks](#), no other action necessary.

Discussion

☒ Allow comments.

☒ Allow [trackbacks and pingbacks](#) on this page.

Publish

Save Draft Preview

Status: Draft Edit

Visibility: Public Edit

Schedule for: Edit

Move to Trash Schedule

Format

Standard

Aside

Image

Link

Quote

Status

Categories

All Categories Most Used

☒ Blog

☐ tumblr

☒ WordPress

☐ Portfolio

☐ featured

+ Add New Category

Tags

Add

Separate tags with commas

Choose from the most used tags

Featured Image

Set featured image

1. **Permalink:** the link directly to the specific blog post
{if permalink is changed, previous ones won't work}
2. **Shortlink:** a link directly to the specific blog post using WordPress's link shortening system
{good for twitter + if the permalink is changed, this will still work}
3. **Add Media:** tool to add images, videos + audio to a post
{some of these might be hidden to your site visitors by your theme}
 - a. **Caption:** text that displays directly below the image
 - b. **Alt Text:** "alternative text" - if the image can't be displayed, this text is displayed
{good for SEO because it describes the image}
 - c. **Description:** text displayed under the image on the [attachment page](#)
 - d. **Image Alignment:** how the image will affect the text near it
 - i. **None:** image appears where placed in relationship to post content + text does not wrap around image
 - ii. **Left:** image appears on the left side + text fills available space on the right of the image
 - iii. **Center:** image is centered in the text area + text does not wrap around the image
 - iv. **Right:** image appears on the right side + text fills available space on the left of the image
 - e. **Link To:** sets the image as a link + where that link directs
 - i. **None:** no link added to image
 - ii. **Media File:** links directly to the full size version of the image, nothing else on the page
 - iii. **Attachment Page:** links to page displaying the image, [description](#), detail info + main theme elements
 - iv. **Custom URL:** image can be used as a link to an internal or external website
4. **Editing Modes:** WordPress has two modes for you to edit post content in
 - a. **Visual Editor:** displays the text as it would appear on your site by showing specific text styles *{bold, italic, font sizes, alignment}* + has a multiple row toolbar to edit content
 - b. **Text Editor:** displays the HTML + post content with a single row toolbar
5. **Blockquote:** highlight text + click the blockquote button to apply the quote style
{results depend on theme}
6. **Kitchen Sink:** shows or hides the second row of WordPress editing options in the visual editor
7. **Preview:** opens new browser tab to display changes made
{allows for testing before updating a live post}
8. **Post Status:** tells WordPress what to do with the post
 - a. **Published:** post is displayed on your site
 - b. **Pending Review:** does not display on live site + is marked so editors can easily find these types of posts
 - c. **Draft:** does not display on your site
9. **Visibility:** tells WordPress who should see the post
 - a. **Public:** visible to everyone
 - b. **Password Protected:** only visible when password is entered - title + password screen visible to everyone
 - c. **Private:** only visible to administrators + editors that are logged into the dashboard
10. **Schedule for:** choose a date + time for post to be visible
{as long as post is set to "published"}
11. **Format:** displays the type of post based on the content
{only available in some themes}
 - a. **Standard:** the default way of displaying posts
 - b. **Aside:** post title does not display
 - c. **Image:** displays only an image
 - d. **Link:** displays only a link
 - e. **Quote:** either a blockquote + no title or text with source/author as the title
{depending on the theme}
 - f. **Status:** a short post - similar to a tweet or Facebook status update
12. **Categories:** a way to organize posts - like folders
13. **Tags:** a way to mark similar posts so they can be easily found together
14. **Featured Image:** main image for post - sometimes used as thumbnail to a post excerpt
{depending on the theme}
15. **Trackbacks:** a link to your post containing an excerpt of the post content
16. **Pingbacks:** a link to your post