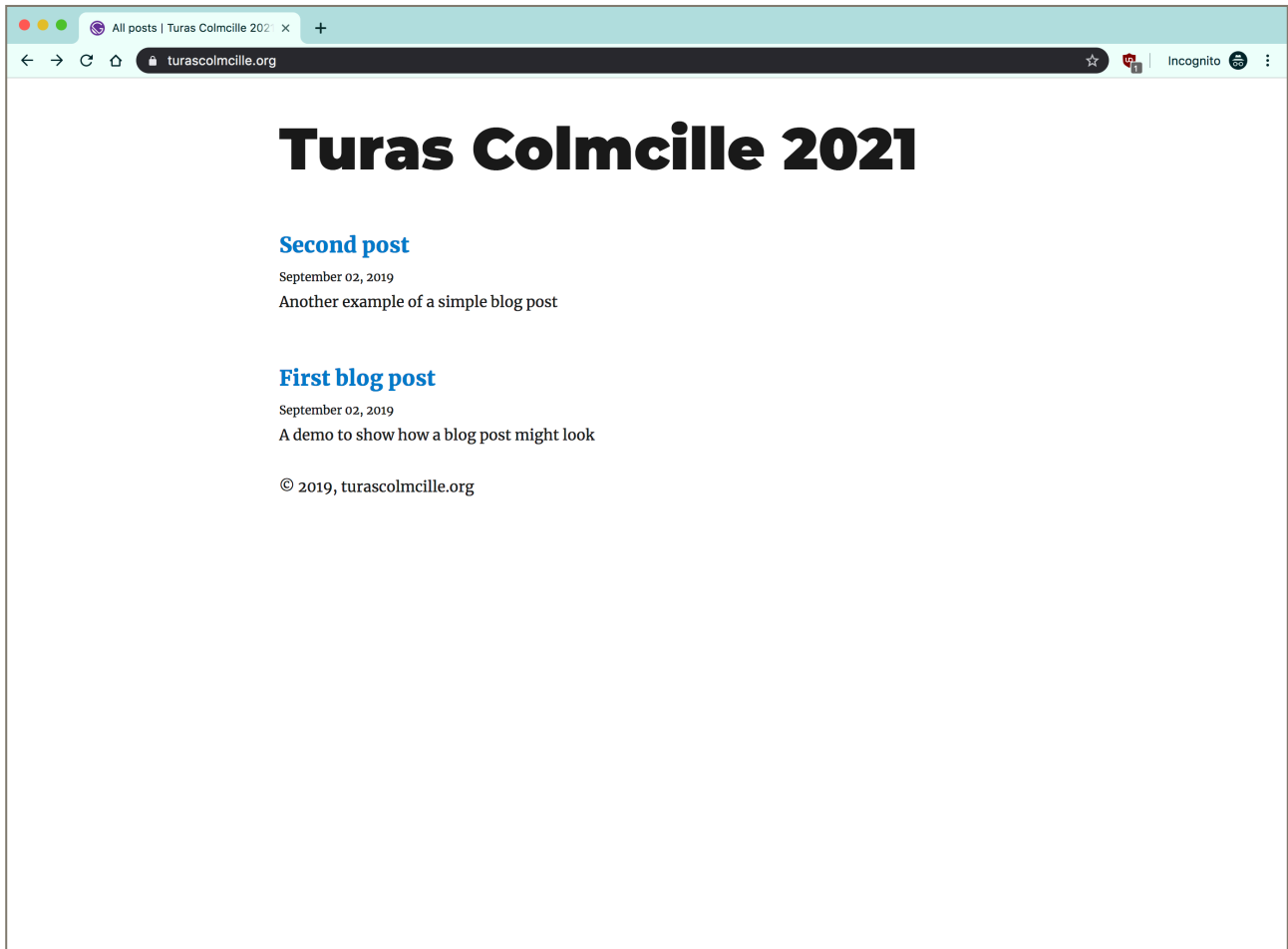


turascolmcille.org

This document explains how to access everything related to your new blog and email accounts.

The blog

The blog is located at turascolmcille.org and is a simple blog that shows all posts with the most recent displayed first. It is fully responsive so will display well on all screen sizes and devices.

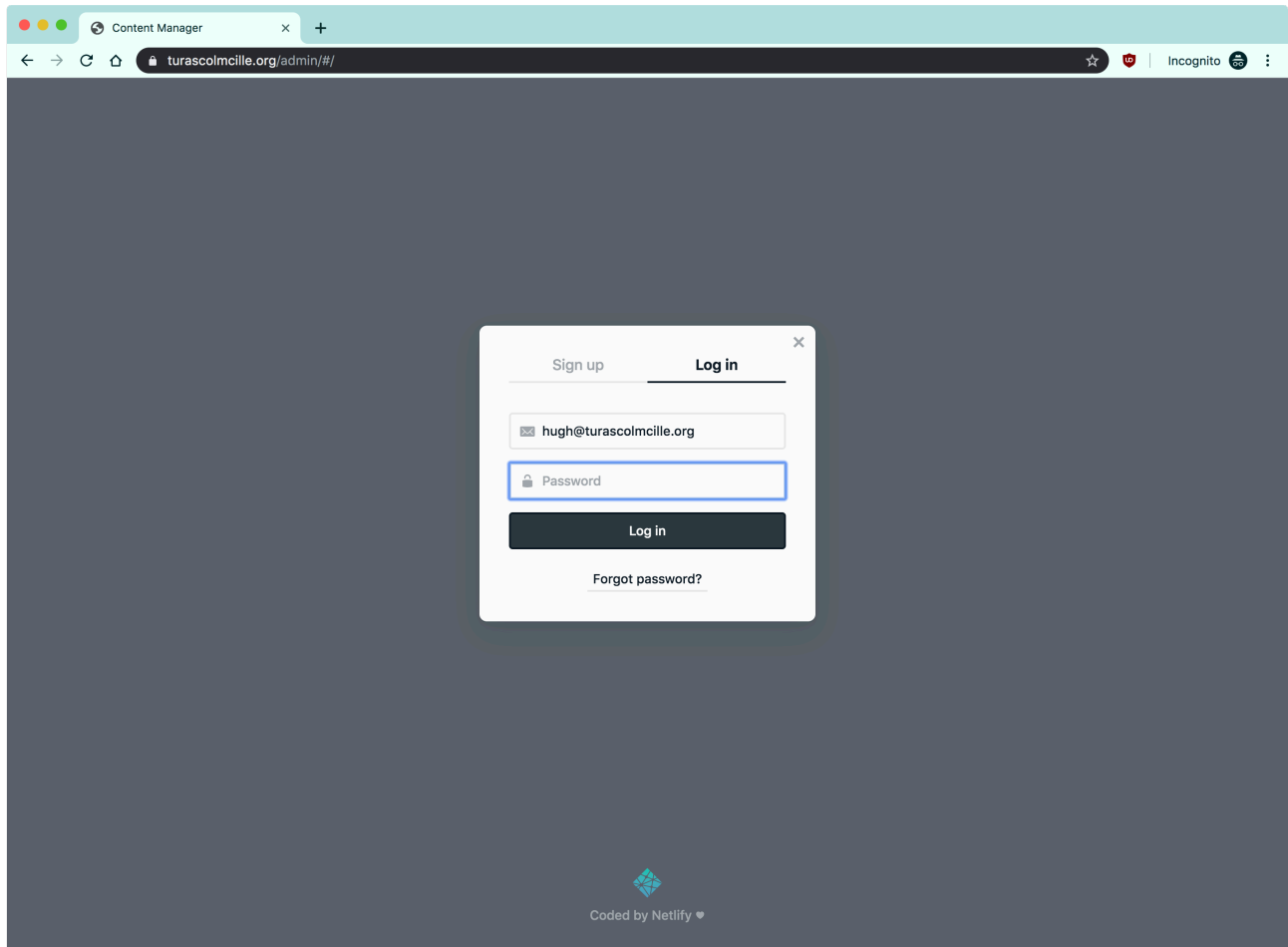


Adding a new post

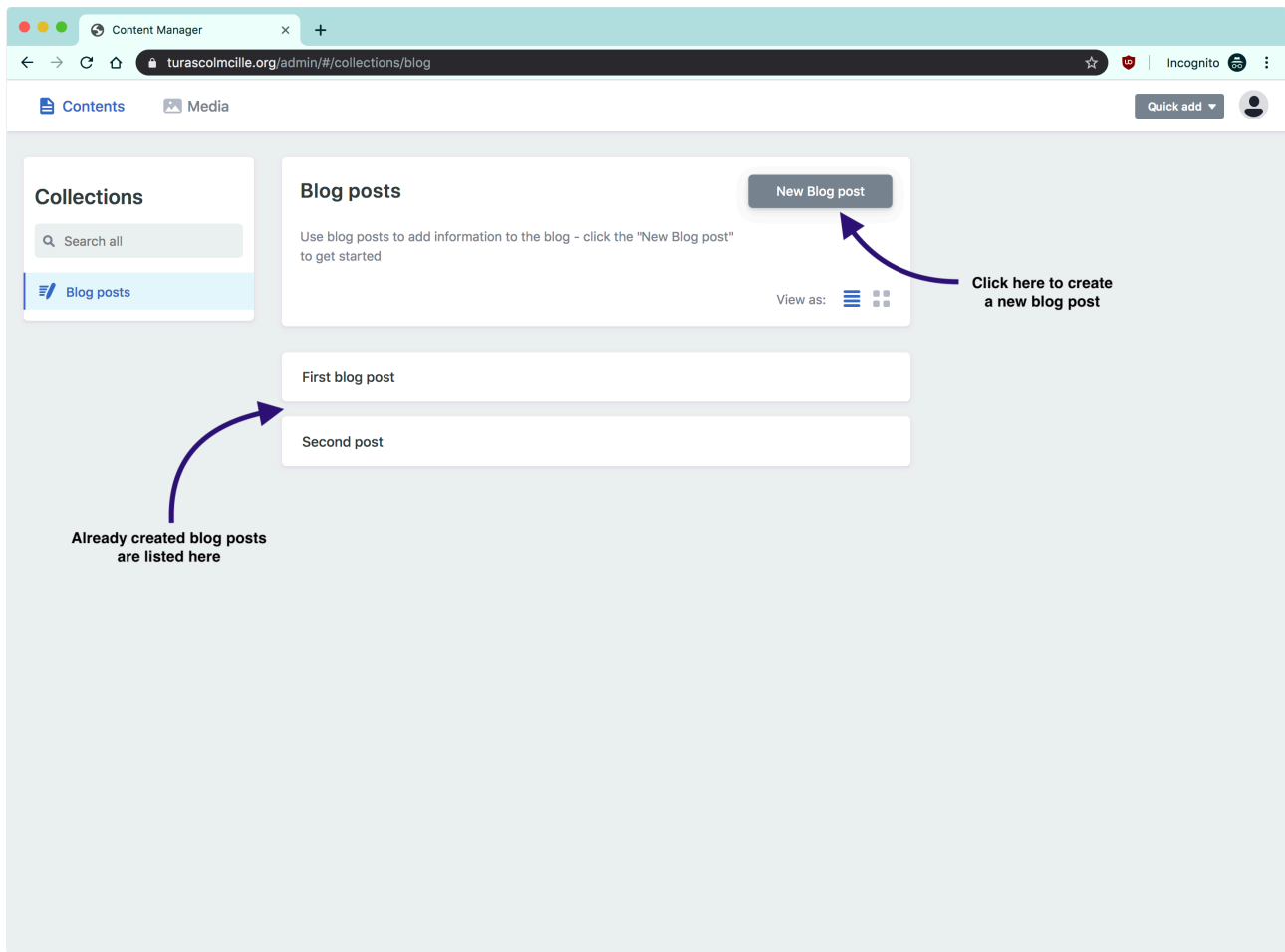
To add a new blog post you need to first log in to the admin interface. This is located at:

www.turascolmcille.org/admin

You will need to log in using your email address (firstname@turascolmcille.org) and the password you used when you originally signed in to the blog - this should have been created when you clicked the link in your welcome email.



Once logged in you will see a list of all the blog posts currently in your system. Click the “New Blog post” button to create a new post.



On the next screen you will be able to fill in the details of your post, then once you're happy with it, click the "Publish" button and then "Publish now" to add you post to the live blog.

NOTE: It can take a few minutes before your post will appear on the live blog.

Content Manager

turascolumcille.org/admin/#/collections/blog/new

Writing in Blog posts collection
UNSAVED CHANGES

Publish

1. Enter each of the fields for your post

TITLE

DESCRIPTION

Used to provide a quick synopsis of this blog post, shown on the main list page

PUBLISH DATE

09/02/2019 8:00 PM

BODY

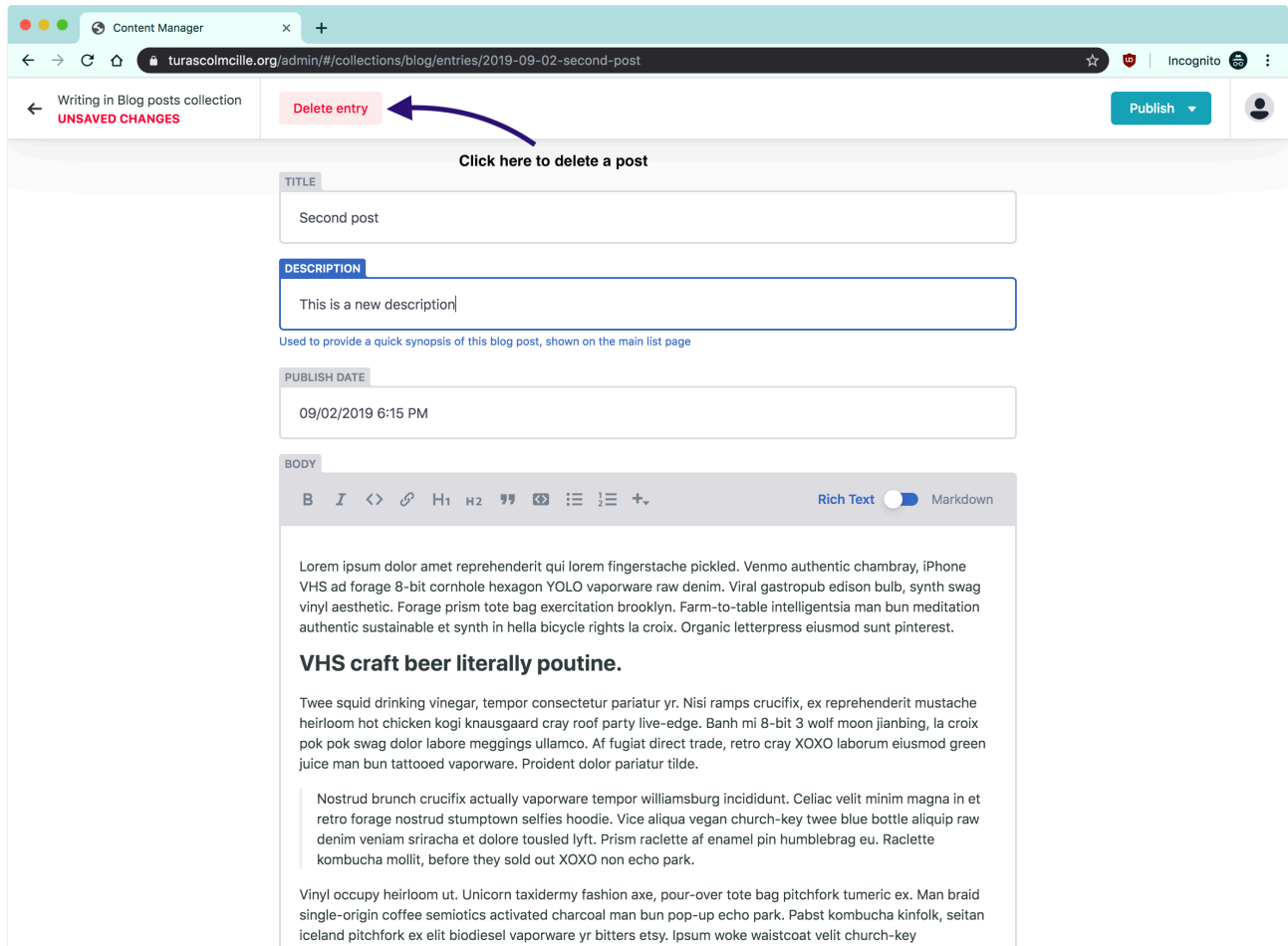
B I < > H1 H2 Rich Text Markdown

2. This is where the main post text should be added

3. When you are ready to publish the post, click the publish button

Editing / deleting a post

If you need to make an edit to an existing post, find the post in the list of posts, make your changes, then click “Publish” again to update the post. To delete the post click the “Delete entry” button and confirm.



The screenshot shows a web browser window with the address bar displaying `turascollmille.org/admin/#/collections/blog/entries/2019-09-02-second-post`. The page title is "Writing in Blog posts collection" with a red "UNSAVED CHANGES" indicator. A "Delete entry" button is highlighted with a red box and a blue arrow pointing to it, with the text "Click here to delete a post" above it. The "Publish" button is also visible. The form fields are as follows:

- TITLE**: Second post
- DESCRIPTION**: This is a new description|
Used to provide a quick synopsis of this blog post, shown on the main list page
- PUBLISH DATE**: 09/02/2019 6:15 PM
- BODY**:
 - Rich Text editor toolbar: B, I, <>, link, H1, H2, quote, image, list, indent, outdent, plus.
 - Rich Text toggle: **Rich Text** (checked), Markdown.
 - Text: Lorem ipsum dolor amet reprehenderit qui lorem fingerstache pickled. Venmo authentic chambray, iPhone VHS ad forage 8-bit cornhole hexagon YOLO vaporware raw denim. Viral gastropub edison bulb, synth swag vinyl aesthetic. Forage prism tote bag exercitation brooklyn. Farm-to-table intelligentsia man bun meditation authentic sustainable et synth in hella bicycle rights la croix. Organic letterpress eiusmod sunt pinterest.
 - VHS craft beer literally poutine.**
 - Text: Twee squid drinking vinegar, tempor consectetur pariatur yr. Nisi ramps crucifix, ex reprehenderit mustache heirloom hot chicken kogi knausgaard cray roof party live-edge. Banh mi 8-bit 3 wolf moon jianbing, la croix pok pok swag dolor labore meggings ullamco. Af fugiat direct trade, retro cray XOXO laborum eiusmod green juice man bun tattooed vaporware. Proident dolor pariatur tilde.
 - Text (indented): Nostrud brunch crucifix actually vaporware tempor williamsburg incididunt. Celiac velit minim magna in et retro forage nostrud stumptown selfies hoodie. Vice aliqua vegan church-key twee blue bottle aliquip raw denim veniam sriracha et dolore tousled lyft. Prism raclette af enamel pin humblebrag eu. Raclette kombucha mollit, before they sold out XOXO non echo park.
 - Text: Vinyl occupy heirloom ut. Unicorn taxidermy fashion axe, pour-over tote bag pitchfork tumeric ex. Man braid single-origin coffee semiotics activated charcoal man bun pop-up echo park. Pabst kombucha kinfolk, seitan iceland pitchfork ex elit biodiesel vaporware yr bitters etsy. Ipsum woke waistcoat velit church-key

NOTE: the post may not be removed from the live blog for a few minutes.