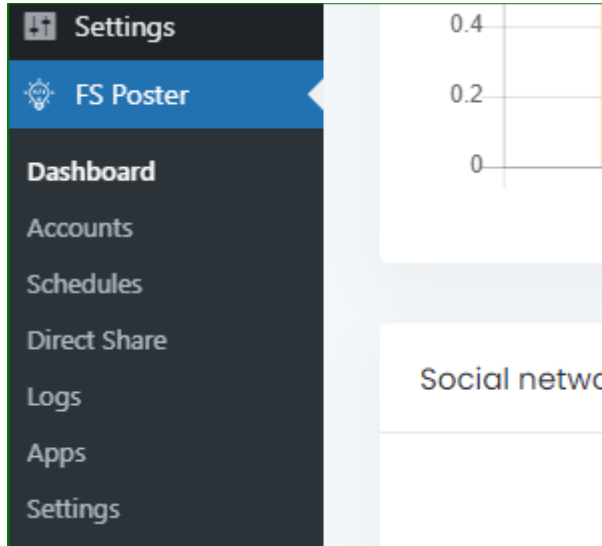


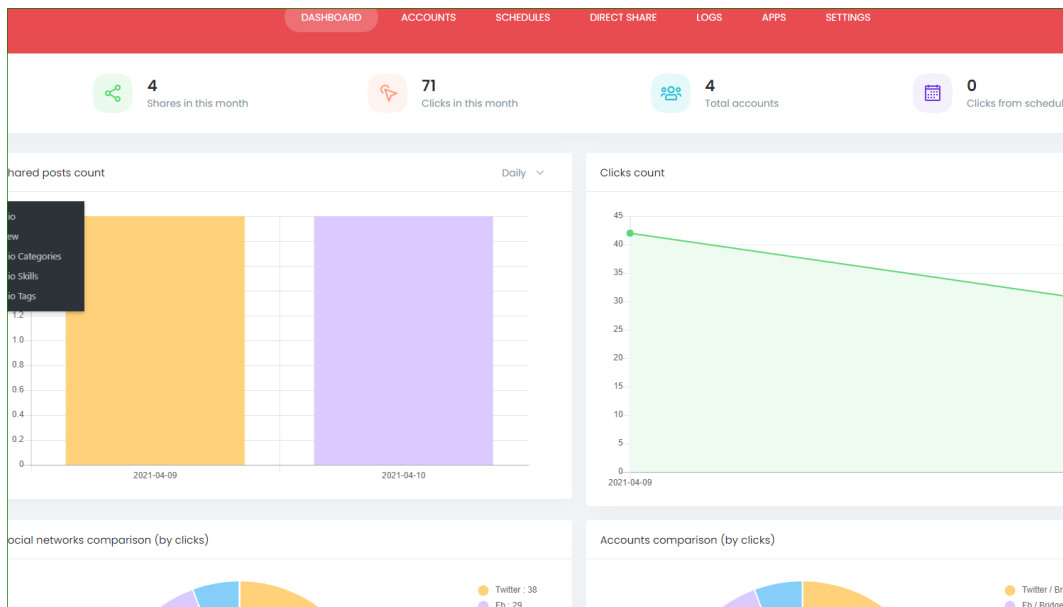
Guide to posting to Social Media from Wordpress

Log into your website by going to <https://website/wp-admin>

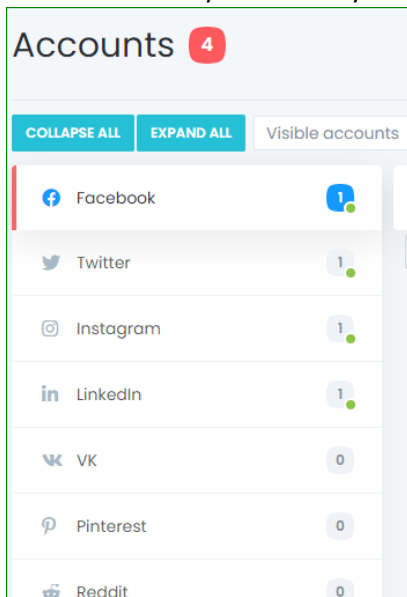
Go to dashboard > AFS Poster



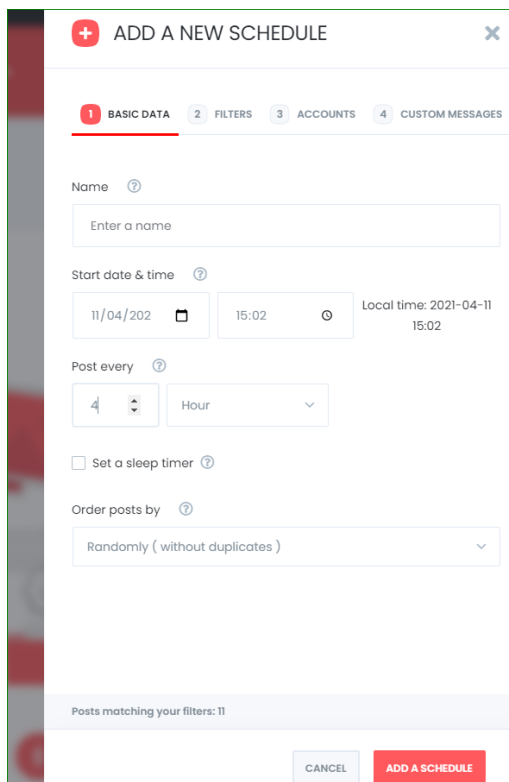
The Dashboard gives you some basic stats of engagement on your social media accounts



Under Accounts you can see your Social Media Accounts which have been configured



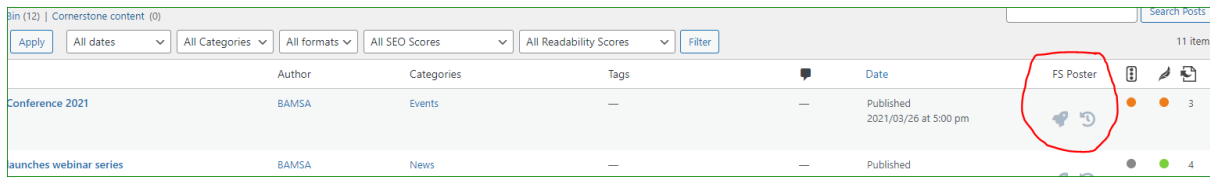
You have options to post or repost existing blogs to social media and to schedule them too. Under Schedules you can set up a schedule.



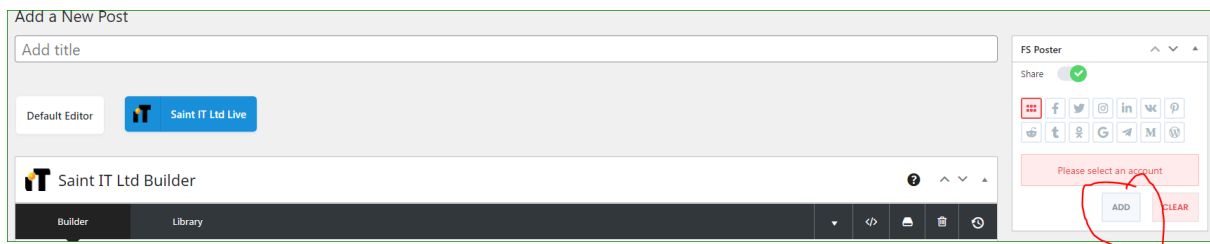


To post from a within blogs menu:

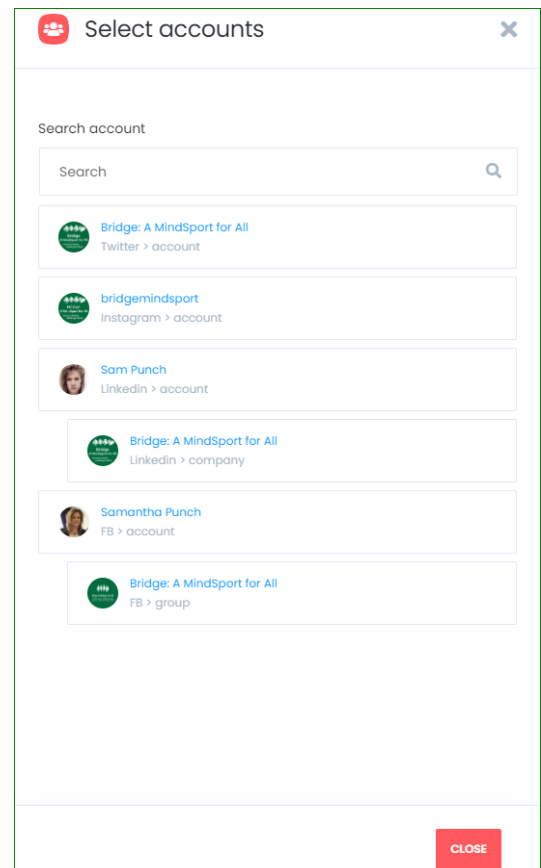
Choose either share or schedule on individual posts.



To post from a newly created post or edited post go to FS Poster:



Click Add and select the social media pages you want to publish your posts too. (please note some are your personal profiles which manage your pages, you can exclude these)





Publish or Preview

You can save your post as a draft, and preview it before publishing.

This is also where you will publish your post when you're finished. But first finish up the settings of your post below.

Select the default format (usually [Image])

A screenshot of the WordPress interface showing the 'Publish' and 'Format' panels. The 'Publish' panel is at the top, containing a 'Save Draft' button on the left and a 'Preview' button on the right. Below these are five settings: 'Status: Draft' with an 'Edit' link, 'Visibility: Public' with an 'Edit' link, 'Publish immediately' with an 'Edit' link, 'Readability: Unavailable' with a checkmark, and 'SEO: Unavailable' with a checkmark. A large blue 'Publish' button is at the bottom right of this panel. The 'Format' panel is below it, showing a list of format options: 'Standard' (selected with a blue radio button), 'Gallery', 'Link', 'Image', 'Quote', and 'Video', each with a radio button and a small icon.

!important

Set your default Blog Category here.

This will ensure your post appears in the correct place on your website (in this example use [Blog])

You can add a few Tags here.

Tags are free text fields which can help to search for content topics and group similar posts together

Post attributes should be left to default

The screenshot shows the 'Categories' section with two tabs: 'All Categories' and 'Most Used'. Under 'All Categories', there are two radio buttons: 'Blog' and 'Uncategorized'. Below the radio buttons is a link '+ Add New Category'. The 'Tags' section has a text input field, an 'Add' button, and the instruction 'Separate tags with commas'. Below the input field is a link 'Choose from the most used tags'. The 'Post Attributes' section has a 'Template' dropdown menu with 'Default template' selected.

Set your featured Image. This can be the same Featured image that you've used in the post or a different one. Featured images are used to preview your posts on summary pages or Social media posts. Use first Featured image always. Other featured images can be added if required.

The screenshot shows the 'Featured image' section with four rows. Each row has a title (Featured image 1, 2, 3, 4) and a link to 'Set featured image X'. The first row is highlighted.

Complete the SEO fields below. Also go here to improve your readability score

SEO compliant Blogs are more easily found on Search engines and generate more readership.

Yoast SEO

SEO Readability Social

Focus keyphrase

Happy International Women's Day

Get related keyphrases

Google preview

Preview as:

Mobile result Desktop result

freshstarthope.org · happy-international-womens-day

Happy International Women's Day – March 8th | Fresh Start Hope

Mar 8, 2021 · On Happy International Women's Day the emphasis is on achieving gender equality and unity. There are approximately equal amounts of women a...

SEO title

Title Page Separator Site title

Slug

happy-international-womens-day

Meta description

On Happy International Women's Day the emphasis is on achieving gender equality

Use the SEO Analysis to improve your SEO. Always aim to get as close to a green smiley face as possible.

To learn more about SEO go here:

<https://yoast.com/seo-blog/>

SEO analysis

Happy International Women's Day

+ Add synonyms

+ Add related keyphrase

Did you know Yoast SEO Premium also analyses the different word forms of your keyphrase, like plurals and past tenses? [Go Premium!](#)

Analysis results

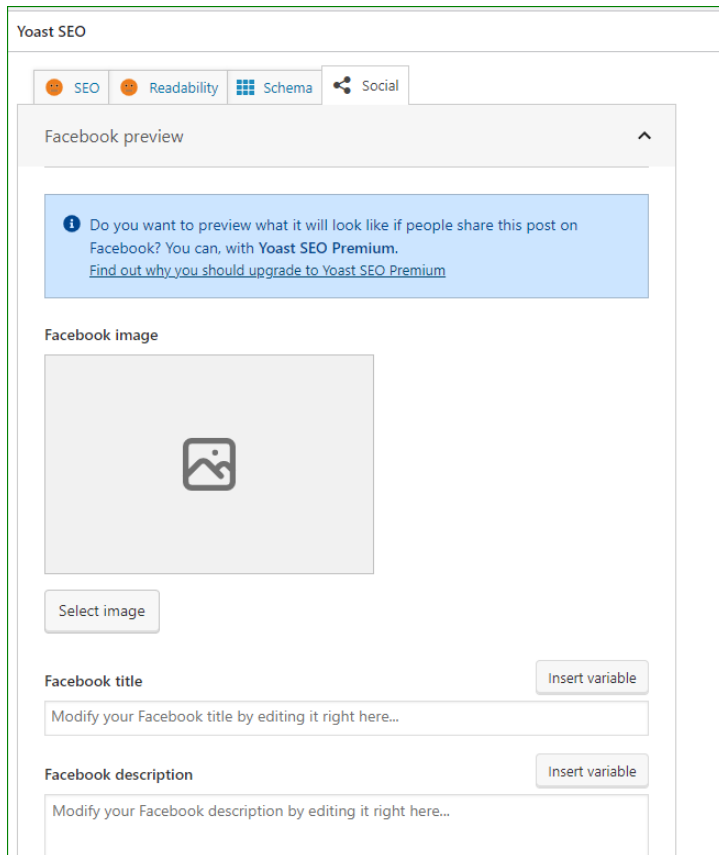
Problems (2)

- Keyphrase in introduction: Your keyphrase or its synonyms do not appear in the first paragraph. [Make sure the topic is clear immediately.](#)
- Keyphrase in subheading: [use more keyphrases or synonyms in your H2 and H3 subheadings!](#)

Good results (12)

- Outbound links: Good job!
- Internal links: You have enough internal links. Good job!
- Keyphrase length: Good job!
- Keyphrase density: The focus keyphrase was found 2 times. This is great!
- Keyphrase in meta description: Keyphrase or synonym appear in the meta description. Well done!
- Meta description length: Well done!
- Previously used keyphrase: You've not used this keyphrase before, very good.

This is also where you can alter the way the post will appear on Facebook and Twitter if you want to show a different image, Title or description.



Once you've posted your Blog it will automatically post to your social media accounts you have selected.