Salvador Website Notes

Photo website – sxc.hu

To access website: salvadorschool.com/wp-admin.

Username: (your last name)

Password: mustangs

Menu or design

Dashboard

“Posts” (this is the only thing we can change)

“Add new”

Download PDF vs. Word Document – Save as a PDF before posting

See media icons – select & add – voice, video, etc.

Select category to the right that you want to add

Select “students” and “name”

Hello,

  Lu told me this morning that she was having trouble with her website   
login.  After checking and I believe I know where the confusion is   
coming from.  I forgot to tell everyone that the username is their full   
name including the space.  The password is mustangs and the grade level   
you teach (no spaces or capitals).   The only exceptions to the password   
are Lori (mustangsm), Barbara (mustangssk), and Jan (mustangss3)

Jeff

The process is as follows:

1)  Go to www.salvadorschool.com/wp-admin   
2)  Username: Lu Kenmonth   
3)  Password: mustangs2   
4) Use the "posts" button on the top left .   
5) Click the "add new" button to add content to the website (under or next   
to "posts")   
6) Enter your title   
7) Enter your content   
8) Select the categories (right hand side) you want your new content   
displayed in   
9) Click the blue "publish" button on the upper right hand side.

If you want to add a thumbnail picture to the post follow these directions.

Before hitting the blue publish button (step 9) scroll down to the lower   
right hand side of the page and click the "set featured image button".

Select a picture from your computer by clicking the select files button,   
find the picture file on your computer, and click open.

This will bring you back to the set featured image screen with your   
selected picture.

Scroll to the bottom and click "use as featured image" link in the bottom   
middle.

This will automatically attach and resize a thumbnail of the chosen image   
to your added content.   
Do not forget to publish the content by clicking the blue "publish" button 