

## Aging Issues Blog

# Instructions for Creating a Username & Profile

### Initial Information:


**Please read the following information before you start writing the blog**

- To post to the Ageing Issues Blog you need to be a paid member of BSG
- If you are creating a new profile, your profile will be actioned by the Secretariat of BSG and once this is complete you will be able to post to the Ageing Issues site.
- Email address for the BSG Secretariat – [info@britgerontology.org](mailto:info@britgerontology.org)

### Step 1 – Creating an Account:

If you wish to 'blog' on the Ageing Issues – BSG Blog, and you do not have an existing account on the blog, please follow the steps below.


- Go to the Aging Issues Blog Website <<https://ageingissues.wordpress.com/>> and
- You should see towards the bottom of the screen the option to **follow (3 dots)**, click on the tab which enables you to select one of several options:
  - Signup
  - Log in
  - Report this content
- Click on '**Sign up**'



HOME ABOUT AUTHORS

Ageing Issues ~ A space where members of the British Society of Gerontology discuss contemporary issues raised by ageing societies

Search... Go

 British Society of Gerontology

BRITISH SOCIETY OF GERONTOLOGY BLOG

01 Monday OCT 2018

A new age of precarity for workers in 'secure' jobs?

POSTED BY DAVID LAIN IN AGEING POPULATIONS, BRITISH SOCIETY OF GERONTOLOGY, HEALTH, INEQUALITY, PENSIONS, RESEARCH, SOCIAL POLICY, TRANSITIONS, WORK AND RETIREMENT

By Sarah Vickerstaff and David Lain

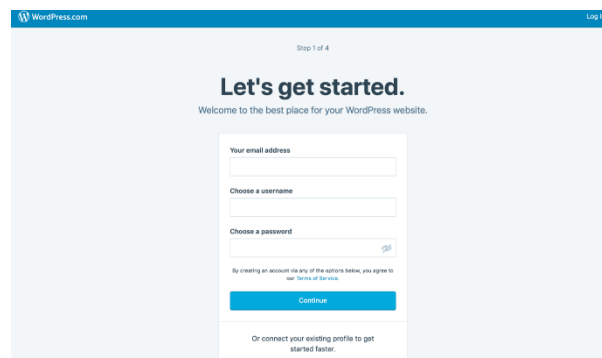
Ageing Issues

- Sign up
- Log in
- Report this content
- Manage subscriptions
- Collapse this bar

Follow

## Step 2 – Getting Started

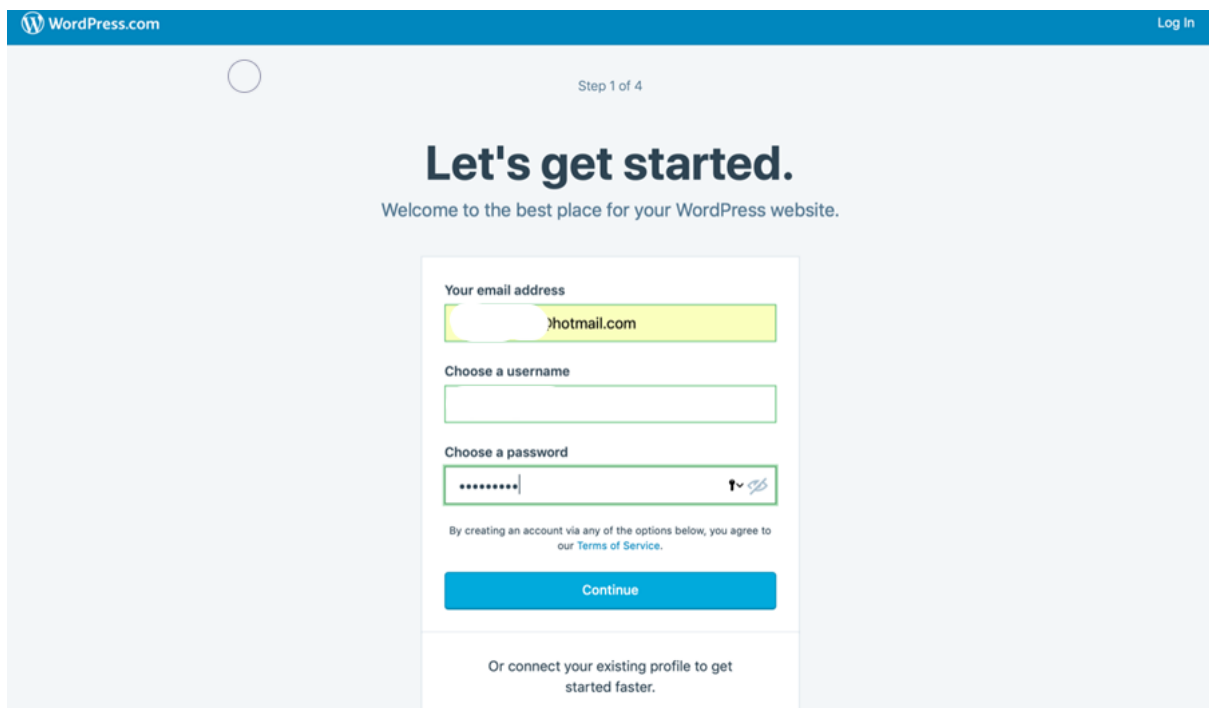
- **Insert** your **email address** into the 1<sup>st</sup> box. Your email address can be your work email, a private email etc.
  - Please keep in mind, this login information will stay with you. If you need to reset your password, the link to resetting will be sent to the email address that you use.
- Choose a suitable **Username** this will appear when you post your blog(s).
- Choose a secure **Password** that is not hackable. It is advisable not to use <Name123> or similar
- **Press** the **Continue** button.



The screenshot shows the WordPress registration page. At the top, there is a blue header with the WordPress logo and 'WordPress.com' on the left, and 'Log In' on the right. Below the header, it says 'Step 1 of 4'. The main heading is 'Let's get started.' followed by the sub-heading 'Welcome to the best place for your WordPress website.' The form contains three input fields: 'Your email address', 'Choose a username', and 'Choose a password'. Below the password field is a small icon of an eye with a slash through it, indicating a toggle to show or hide the password. At the bottom of the form is a blue 'Continue' button. Below the form, there is a link to 'Or connect your existing profile to get started faster.'

## Step 2 – Getting Started Continued

- Below you will see examples of the previous screen, with a private email address, username and password.
- There is the option to view your password
  - This is available by clicking on the 'Eye' Icon



This screenshot shows the same registration form as above, but with example data entered. The 'Your email address' field contains 'hotmail.com'. The 'Choose a username' field is empty. The 'Choose a password' field contains a series of dots, and the eye icon is visible, indicating the password is hidden. The 'Continue' button is still present at the bottom of the form. The rest of the page layout, including the header and sub-headings, remains the same.

### Step 3 - Profile

- Once you have created your login details, you have the option to populate your profile with more information.
- On the screen below you can:
  - Add an image
  - Add your first name or surname
  - Add a description of yourself
- You should also review the following **tabs** on the left-hand side of your screen & amend where necessary to **suit you**:
  - Account Settings
  - Security
  - Privacy
  - Notification Settings

My Site Reader Write

Profile

Profile

Verify your email

Your profile photo is public.

First Name

Last Name

Public Display Name

About Me

This information will be displayed publicly on your profile and in Gravatar Hovercards.

Save Profile Details

Special

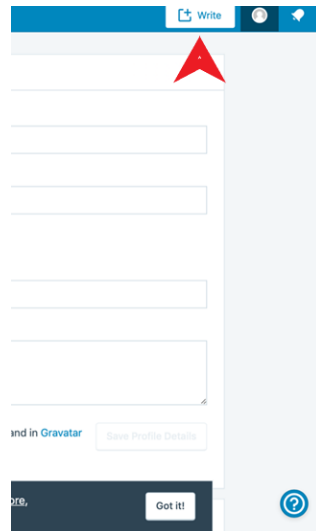
Get Apps

Our websites and dashboards use cookies. By continuing, you agree to their use. [Learn more](#).

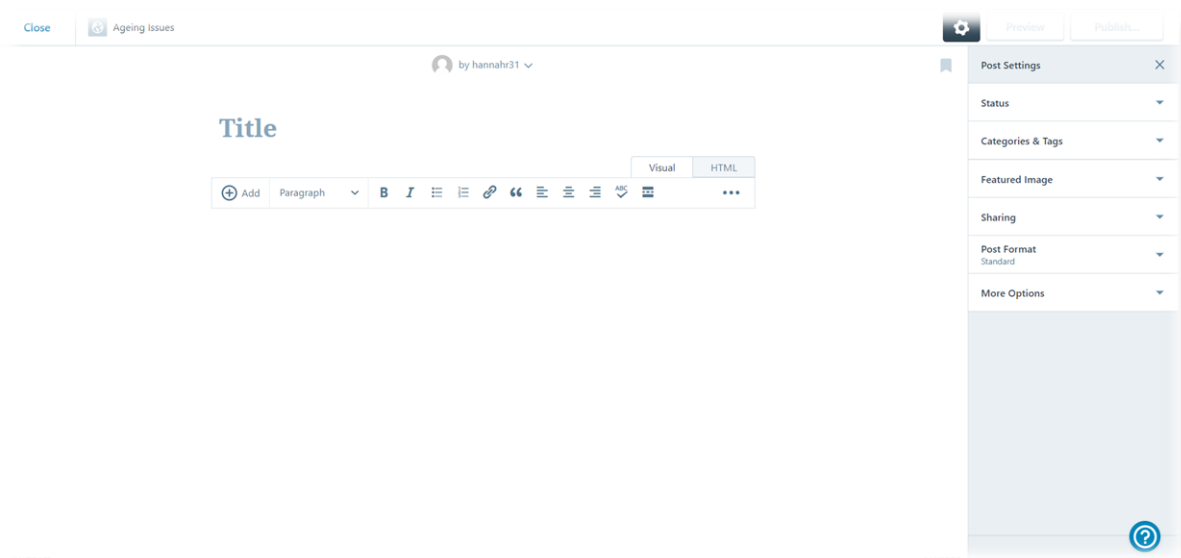
Got it!

## Step 4 – Writing your blog

- You may have already written a piece in Word and want to transfer it to your Aging Issues Profile. This is possible!
- On your profile you will see in the top right-hand corner of your screen the word **‘Write’**
- Click on this tab and it will take you to the next screen where you can start to write your blog or copy & paste from word.

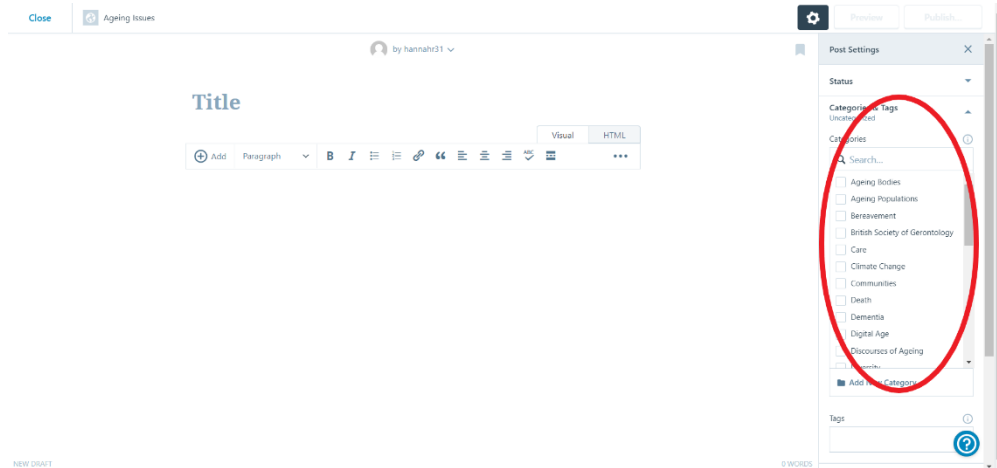


- The following screen displays where you will write or copy & paste your blog.
- You can format your piece by using the different icons



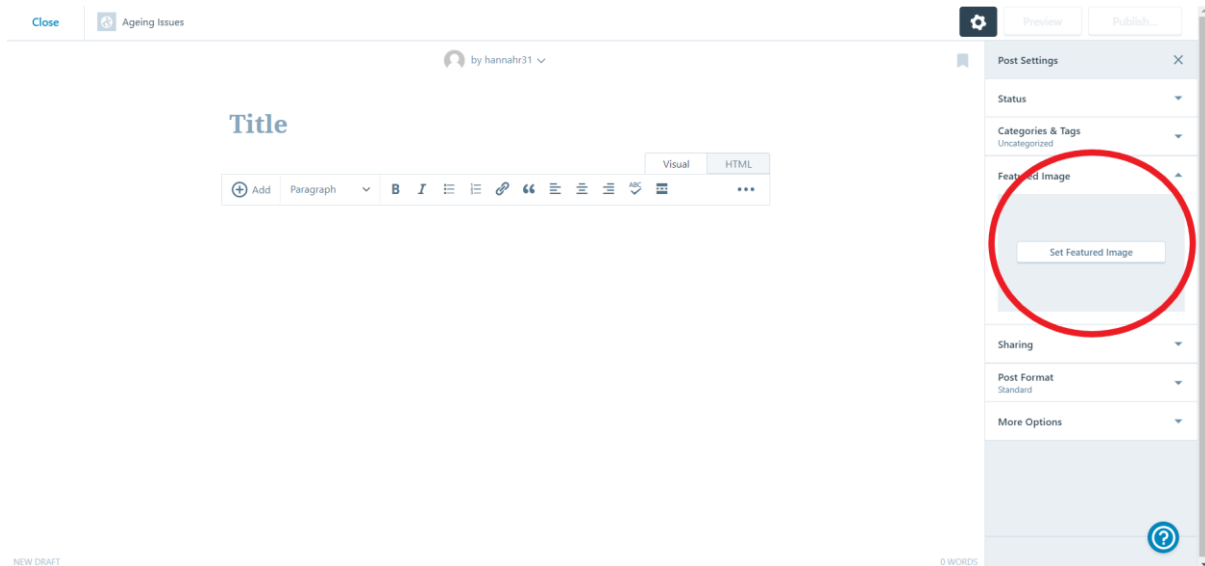
## Step 4a – Selecting Categories for your Blog

- There are many categories/keywords which you as an author can select and add to your blog.
- These are available under the ‘**Categories Tags**’
- You can select as many as you want. Readers can also choose to read articles that are under specific tags that they may solely be interested in.



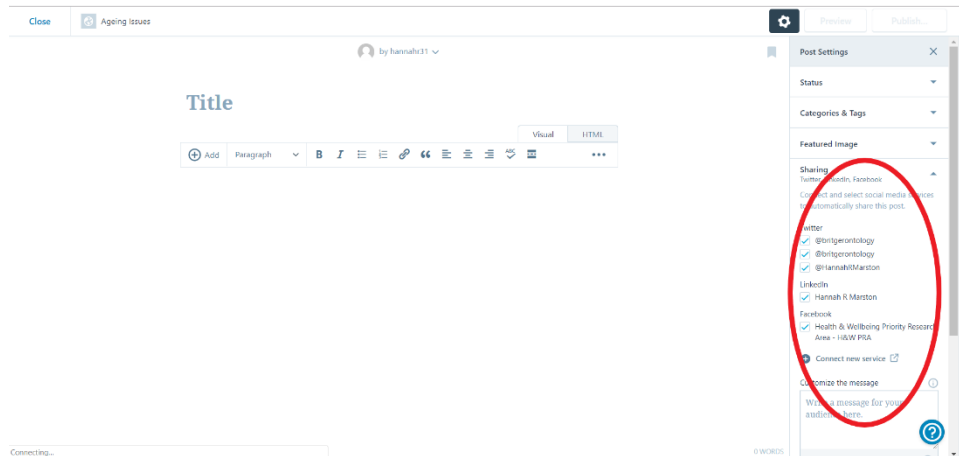
## Step 4b – Feature Image

- You can add an image to your featured blog.



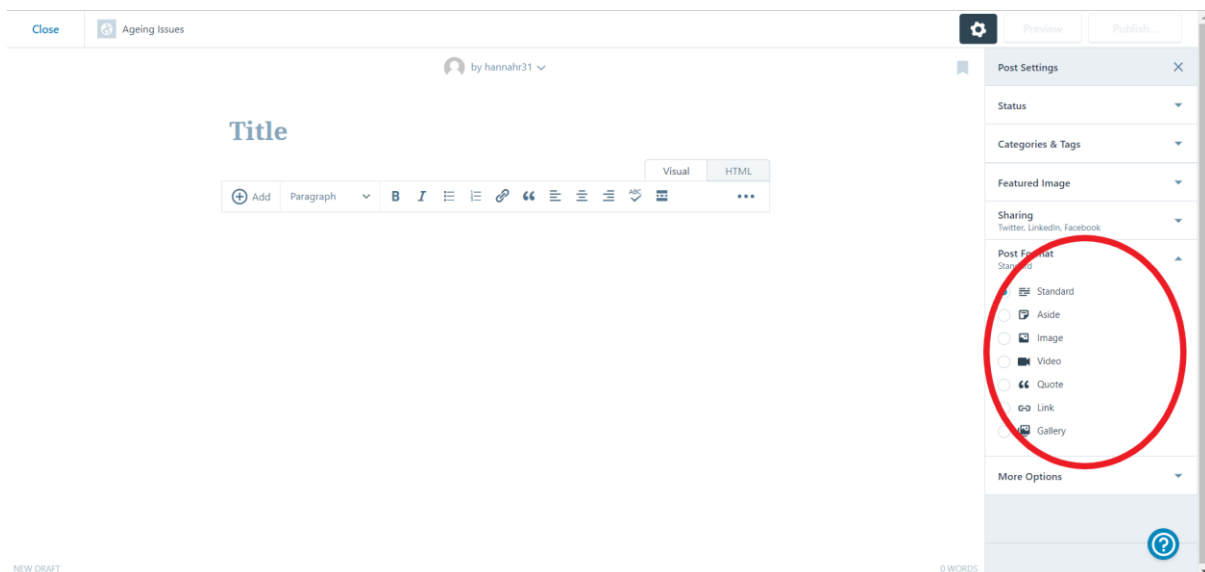
## Step 4c – Connect to Social Media

- If you use social media platforms, you can connect your blog prior to publishing to your social media platforms (Twitter, Facebook, LinkedIn etc.)
- Your blog can be connected via the **'Sharing'** tab and selecting the different options.



## Step 4d – Blog Style

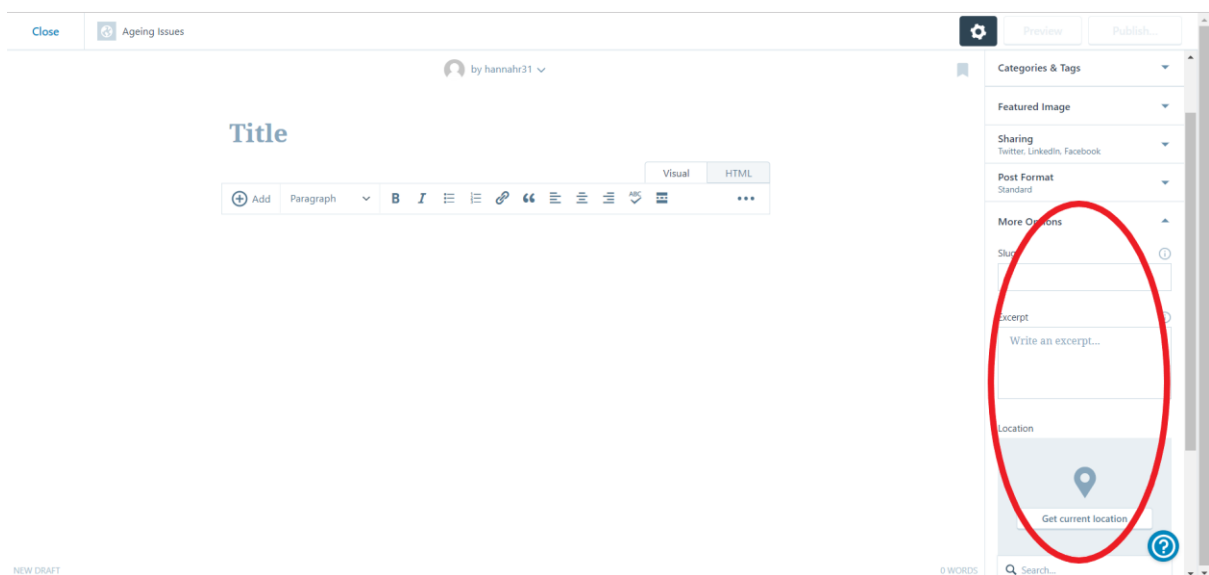
- You can choose a variety of styles for your blog posting(s).
- These options can be found under the **'Post Format'** tab



## Step 4e – More Options

- The final tab in this section provides you with several other options including:
  - Adding an Excerpt
  - Adding location
  - Enable comments
  - Enable pingbacks & trackbacks

**This is entirely up to you whether you want to add these additional elements to your post.**

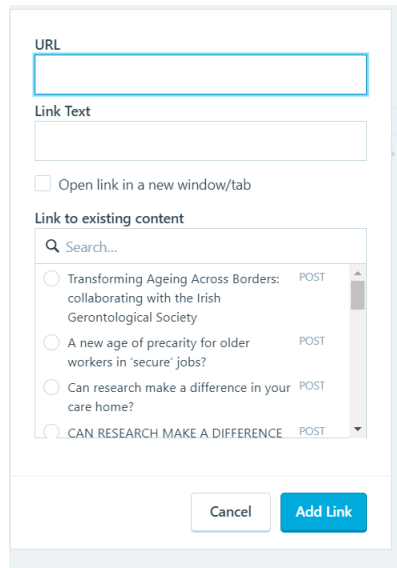


## Step 4f – Adding a Web Link

- You may want to add a website or highlight a word or sentence in your blog to a specific website.
- You can do this as you write or when you are going through the final edits
- Click on the ‘Paperclip’ icon and follow



- A separate box will appear below (see below) and you can connect to an existing blog **OR** a website
- For the purpose of this exercise you will see in the 2<sup>nd</sup> box a ‘connection’ to an existing blog, under the ‘Link to existing content’ options
- You can click on the box ‘**Open link in a new window/tab**’ this will open a new window for the reader
- **Copy & Paste** the weblink into the **URL Box**
- **Link Text** allows you to select or type a word or series of words which will ‘connect’ to the URL that you have selected.
- When you have finished, **Click** the ‘**Add Link**’ button



URL

Link Text

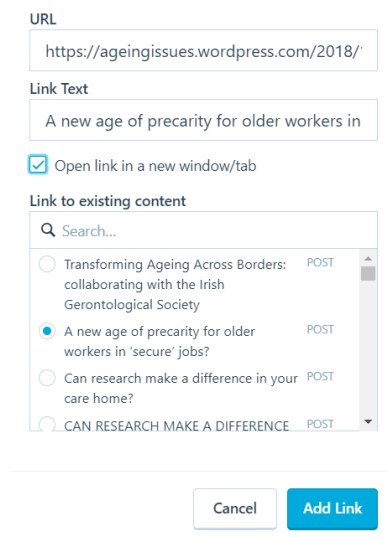
Open link in a new window/tab

Link to existing content

Q Search...

- Transforming Ageing Across Borders: collaborating with the Irish Gerontological Society POST
- A new age of precarity for older workers in 'secure' jobs? POST
- Can research make a difference in your care home? POST
- CAN RESEARCH MAKE A DIFFERENCE POST

Cancel Add Link



URL

https://ageingissues.wordpress.com/2018/

Link Text

A new age of precarity for older workers in

Open link in a new window/tab

Link to existing content

Q Search...

- Transforming Ageing Across Borders: collaborating with the Irish Gerontological Society POST
- A new age of precarity for older workers in 'secure' jobs? POST
- Can research make a difference in your care home? POST
- CAN RESEARCH MAKE A DIFFERENCE POST

Cancel Add Link



## Step 4g – Publishing your Blog

- When you are ready to publish your blog you go to the right-hand side of the screen and select '**Status**' <Red Circle>
- Prior to publishing, please ensure you have proof read your piece and you have all the necessary information you would like to have included.
- There are different options available when publishing your blog and these can be selected from the drop-down options.

