

## Wordpress for EdTA

### How to change the orders of your blogs

Essentially you have to understand that wordpress orders blogs by their published date, most recent seen first/at the top. To change that you have to make it think you have published them in a different date order.

Always use past dates or you will end up 'scheduling' something to happen and this may result in some of your site not being viewable at the moment.

In your wordpress site, click on 'dashboard' (top left)

Click on 'posts'

You'll see the current publish date in the table and the list of posts. Think about where you want things and therefore what date option to choose in order to change the order to the one you want.

Pick one of the posts you want to change the order of - when you hover over its post name you'll see the option edit - click on this.

Right hand side of this next screen (title of box 'publish') - click on the 'edit' next to published on <date> Change this to the date that fits your order Click on OK then click on update

This should now be the order you want.