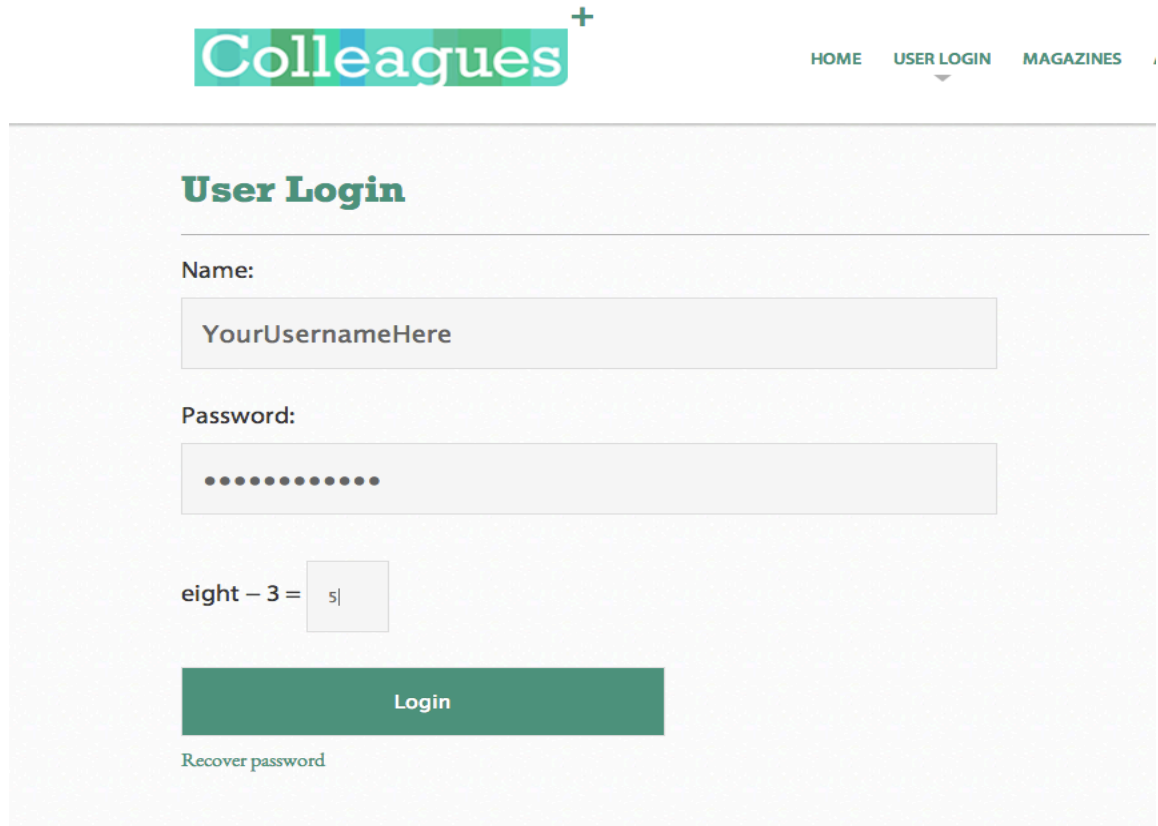


How to create your first Colleagues Plus Post:

1. Login: From the top menu bar mouse-over the User Login text and select login. Enter your Username and password, answer the math problem, and select login.



The screenshot shows the 'User Login' page of the Colleagues Plus website. At the top, the 'Colleagues+' logo is on the left, and the navigation menu includes 'HOME', 'USER LOGIN', and 'MAGAZINES'. The main heading is 'User Login'. Below this, there are three input fields: 'Name:' with the placeholder 'YourUsernameHere', 'Password:' with masked characters, and a math problem 'eight - 3 =' with the answer '5' entered in a small box. A green 'Login' button is positioned below the math problem, and a 'Recover password' link is located at the bottom left of the form area.

Colleagues⁺ HOME USER LOGIN MAGAZINES

User Login

Name:

Password:

eight - 3 =

[Login](#)

[Recover password](#)

2. Click “Account Settings and Posting” at the bottom of the Login Screen.

User Login

Logged In!

Congratulations! You are logged into ColleaguesPlus. Check out our [most recent print publication](#), join our conversations and leave questions, comments or feedback on [articles](#) or [opinions](#) posted at ColleaguesPlus.com.

If you would like to become a contributor to ColleaguesPlus "Opinions" or submit an article for publication online or in print please contact the ColleaguesPlus.com site administrator [Michael Posthumus](#).

Options

[Logout](#)
[Account Settings and Posts](#)

3. Mouse-over “Posts” in the top-right corner of the screen, and select “Add New.”

The screenshot shows the WordPress admin dashboard for the site 'Colleagues Plus'. The browser address bar shows 'colleaguesplus.com/wp-admin/'. The dashboard sidebar on the left has a 'Posts' menu item highlighted, with a dropdown menu open showing 'All Posts' and 'Add New'. The main content area displays a summary of site statistics:

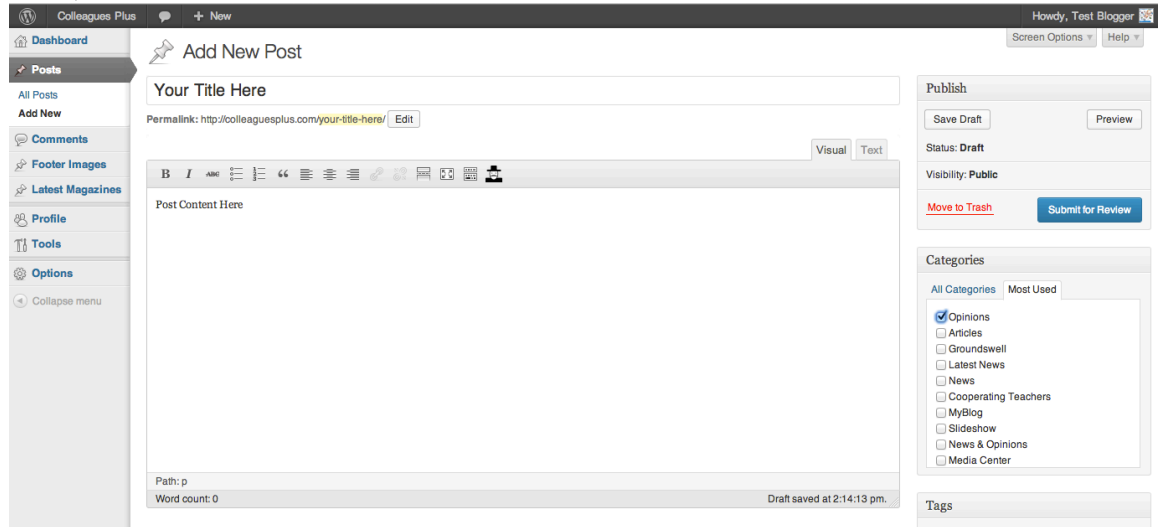
Content	Discussion
247 Posts	369 Comments
12 Pages	14 Approved
19 Categories	0 Pending
2 Tags	355 Spam

Theme **Colleagues Plus** with **0** Widgets

You are using **WordPress 3.7.1**.

[Akismet](#) has protected your site from 17,794 spam comments already. There are 355 comments in your spam queue right now.

4. Add your title in the title bar and then create your content in the large text box. This is similar to any other online-text editor, where you can add media, links, and embed video.



5. Check the "Opinion" Box on the left side of the screen.
6. Click Publish or Submit for Review
7. You are done!