



blogs.ed.ac.uk

Setting the number of blog posts per page

Workbook

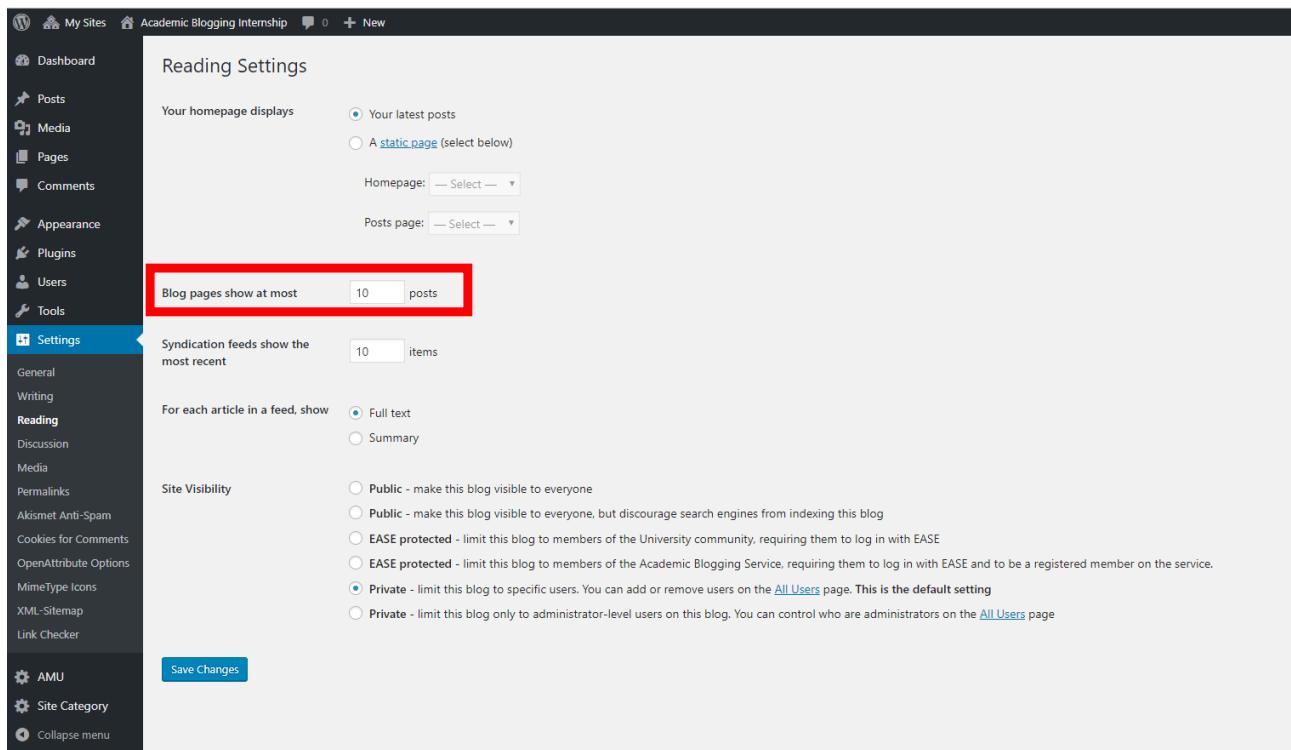
Edition #1
October 2019

Contents

How to change the number of posts per page.....1

1. How to set up the number of posts displayed per page

- 1) Log into your blog via EASE from <https://blogs.ed.ac.uk>.
- 2) Hover over **Settings** on the dashboard sidebar, click on **Reading**.
- 3) From the Reading Settings page there is an option to adjust the number next to **Blog pages show at most**
- 4) When you are finished click on Save Changes.
- 5) This will now break up the amount of blog posts you have over multiple pages.



The screenshot shows the WordPress dashboard sidebar on the left with 'Settings' selected. The main content area is titled 'Reading Settings'. Under 'Your homepage displays', the 'Your latest posts' radio button is selected. Below this, there are dropdown menus for 'Homepage:' and 'Posts page:'. The 'Blog pages show at most' field is highlighted with a red box, showing a value of '10' and the unit 'posts'. Below this is the 'Syndication feeds show the most recent' field with a value of '10' and the unit 'items'. Under 'For each article in a feed, show', the 'Full text' radio button is selected. Under 'Site Visibility', the 'Private' radio button is selected, which is noted as the default setting. A 'Save Changes' button is located at the bottom of the settings area.