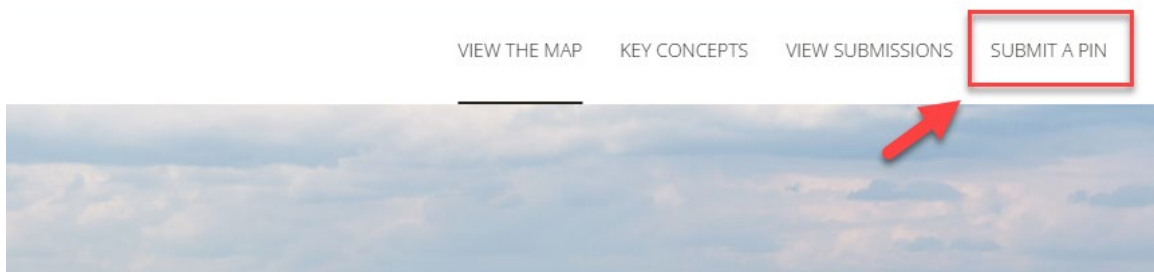


Kamloops Accessibility Map Site Instructions

Submitting a Map Pin

1. Access the submission form from the site menu



2. Enter the password to access the page: “2005artschortproject”
3. Fill out all fields:
 - a. Post Title
 - b. Name of student (optional)
 - c. Location photo was taken
 - d. Category (this will determine which map the pin appears on)
 - e. Featured Image
 - f. Post Content – Additional context regarding the submitted image can be added here
4. Click Submit

Editing a Submission

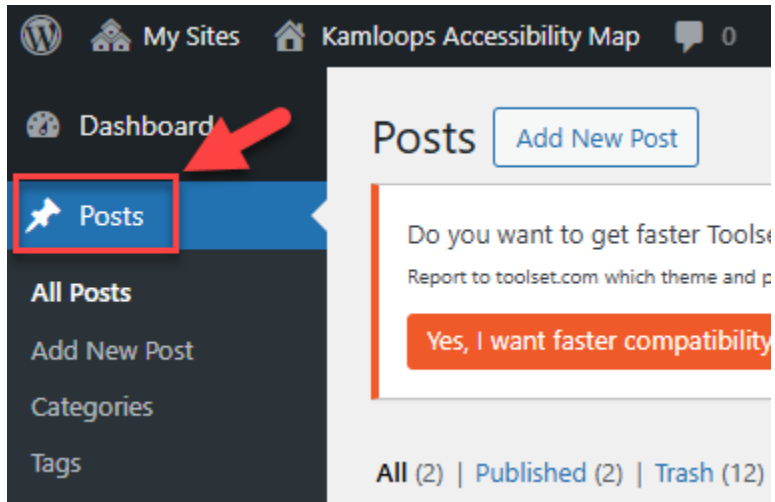
As you are submitting posts, you may find you need to delete or edit the category of a submission.

To delete a submission:

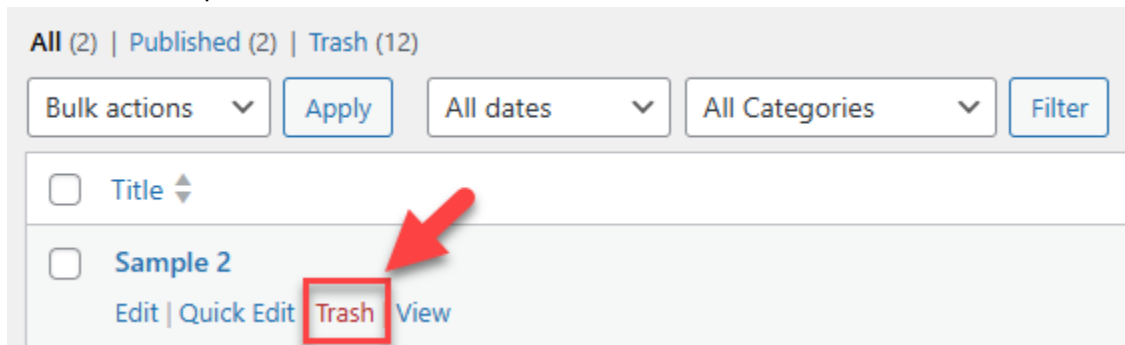
1. Access the site dashboard from the top menu.



2. Click “Posts” on the left-hand menu.

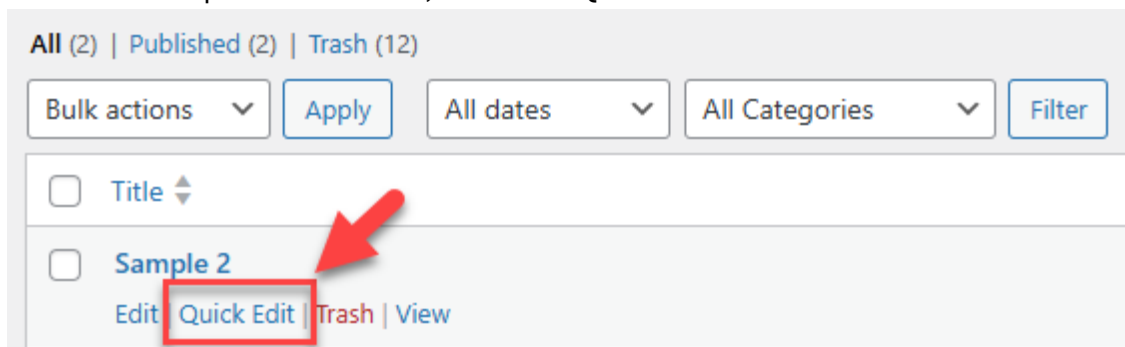


3. Hover over the post to be deleted, and click “Trash”



To edit the category of a submission:

1. Follow the same steps as above to access the Posts area in the site dashboard.
2. Hover over the post to be edited, and click “Quick Edit.”



3. You'll see an option to change the category of the post. Be sure to deselect the incorrect category.

All (2) | Published (2) | Trash (12)

Bulk actions All dates All Categories

☐ Title ☐ Author ☐ Categories

QUICK EDIT

Title

Slug

Date 2022 at :

Author

Password -OR- ☐ Private

Categories

- ☐ Hostile Architecture
- ☒ Universal Design

4. Save your changes.