

## *Blog: How do I add a caption to a photo I have already added to a blog entry?*

If you have added a photo to a Blog entry and now would like to add a caption:

1. Go to your Dashboard and Click "Blog."
2. Hover over the upper left corner of your new entry until you see a teal-colored box pop up and Click "photos."
3. Click "Edit" to the left of the thumbnail of your picture and another thumbnail of the photo will appear on the left.
4. Under that photo, click inside the "caption" box and type your caption.
5. Click "save".
6. Click "Publish Now" in the upper right corner of the screen.
7. Click "Publish All Pages."

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2. Hover over the upper left corner of your new entry until you see a teal-colored box pop up and Click "photos."

3. Click "Edit" to the left of the thumbnail of your picture and a larger thumbnail of the photo will appear on the left.

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4. Under that photo, click inside the "caption" box and type your caption.

5. Click "save".

6. Click "Publish Now" in the upper right corner of the screen.

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7. Click "Publish All Pages."

-OR-

Click "Let Me Choose," check the box "Blog" (or the name of your Blog), and click "Publish These Pages."

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