

6 Steps to Submit

1. Write your blog post in a Word document on your computer
2. Save the file to your computer, naming it in the suggested format. (For example: Xin_UCLA_Fall_2017_SantaMonicaTour)
3. Click "Choose File" and select the document.

The screenshot shows a web form titled "Submit Blog Post". It contains several input fields and buttons. A blue bracket on the left groups the first three steps of the instructions with the form's input fields. A blue arrow points from the "Choose File" button to step 3. A red circle highlights the "Choose File" button. Another red circle highlights the "Upload" button at the bottom of the form. The "powered by box" logo is visible in the bottom right corner.

Submit Blog Post

Please label the upload:
Name_University_Semester_Year_Title of Post

File Upload: No file chosen

Description (255 characters maximum): 4. Add a description of the file if you wish

Your e-mail (required): 5. Enter your email address

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6. Click "Upload"

1. Upload your photo to your computer
2. Save the file to your computer, naming it in the suggested format. (For example: Xin_UCLA_Fall_2017_SantaMonicaBeach)
3. Click "Choose File" and select the photo

Submit Photo(s)


Please label photo(s):
Name_University_Semester_Year_Subject of Photo

File Upload: No file chosen

Description (255 characters maximum):
4. Add a description of the file if you wish.

Your e-mail (required):

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6. Click "Upload"