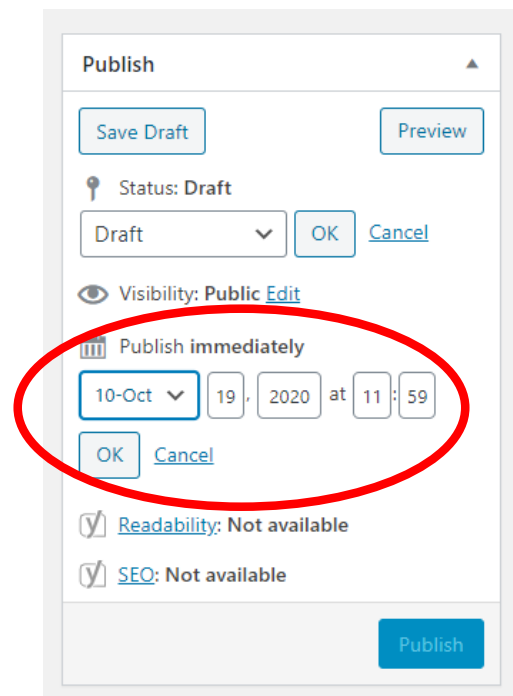
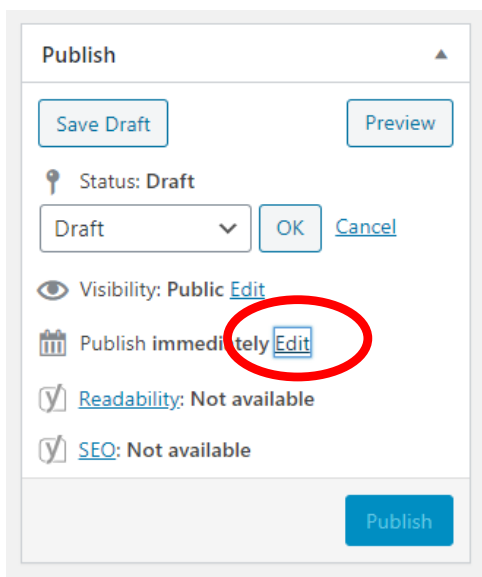


Delay Publish Option for Blogs.IFAS Posts

The Delay Publish option can be a great way to manage when your posts are published. You may want to use this option when you have several posts ready at once, but you don't want to publish them at the same time. It is a best practice to publish only one post in a day: this will allow your content to be displayed in multiple email digest alerts, giving readers additional opportunities to find your posts. You may want to delay publishing for another reason. Follow the steps below to delay publishing your Blogs.IFAS post.

1. Log into WordPress and navigate to the **Edit Post Page** for your blog post.
2. Click **Edit** next to *Publish Immediately*. This will allow you to select your desired publish date. Click **OK**.
3. Click **Schedule**. (The button that previously read *Publish* will now read *Schedule*.)



Additional Resources

UF/IFAS Blogging Resources:

<https://ics.ifas.ufl.edu/our-services/blogging/>