

MISL website posting guide

The MISL website is:

<http://www.nyu.edu/tisch/preservation/research/libraries/>

This displays the content of a blog hosted here:

<http://blogs.nyu.edu/tisch/preservation/research/libraries/>

The front page has two main sections of information: 1) featured posts, and 2) small posts. The main tool you have to add content to these three sections is Creating a New Post.

Anatomy of a Post

Large post or Small Post:

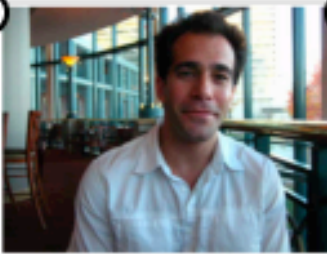
- 1) Title
- 2) Picture
- 3) Summary Content

Logging In

To make a change to any post, you need to first log in. Log in by going to:

<http://blogs.nyu.edu/>


1 Interview with Alex Cherian, Film Archivist at San Francisco State University for the San Francisco Bay Area Television Archive

2 

3 *At some point, I believe, as long as people work sensibly, libraries, archives, or museums with moving image collections that have no staff specifically assigned to them will accept that, "Ok, yeah, we need a moving image archivist."*

[Continue reading and discuss >](#)

0 Comments

2  1 Lady Uhrich, Internship at New York Botanic Garden, Fall 2009

3 *My time as an intern at the Mertz Library has offered me a great opportunity to see how cultural institutions that are not moving image specific deal with collections of audiovisual materials.*

[Continue reading and discuss >](#)

0 Comments

NEW YORK UNIVERSITY
Blogs

Home | Login

NetID
pd872

Password

Login

About

Blog Directory

Click Login in the top-right, then enter your NetID and password, the same as for all other NYU sites.

This will take you to a general blog dashboard page.



Go to:

MY WEBLOGS

Create New Weblog

Moving Image Specialists in Libraries

A Research Initiative of NYU's [Moving Image Archiving and Preservation Program](#)
URL: <http://blogs.nyu.edu/tisch/preservation/research/libraries/>

- Create a new entry on this weblog
- Entries (19)
- Comments (0)
- TrackBacks (0)
- Templates
- Settings
- View Site >

Show Display Options

BLOGS AT NYU NEWS >

- 10.11.2009 [Adding a Links Section](#)
- 10.10.2009 [Changing Your Display Name](#)
- 09.12.2009 [Posting Photos From Flickr](#)
- 07.13.2009 [Multiple Authors](#)
- 07.09.2009 [Changing the Look of Your Blog](#)

SYSTEM SHORTCUTS

WEBLOGS
Concise listing of weblogs.

The Moving Image Specialists in Libraries blog should appear in the list of blogs you have access to (it may be the ONLY blog you have access to...). To add a new piece of content, you can click directly on the "Create a new entry on this weblog" link to the right of the blogs box. You can also click on the blogs name to go to its dashboard:

POSTING

- New Entry
- Entries
- Upload File

COMMUNITY

Main Menu > Moving Image Specialists in Libraries View Site >

Moving Image Specialists in Libraries

Here is an overview of Moving Image Specialists in Libraries.

RECENT ENTRIES >

Welcome to Moving Image Specialists in Libraries.

On the dashboard, you have a New Entry link, and an all Entries link. New Entry makes a new entry - Entries takes you to a list of all existing entries:

COMMUNITY

- Comments
- Commenters
- TrackBacks
- Notifications

CONFIGURE

- Users & Groups
- Templates
- Categories
- Tags
- Settings

UTILITIES

Entries Create New Entry Entry Feed

Filter: **None**, (Showing all entries.) Quickfilter: [Show unpublished entries.](#)

Rebuild Delete More actions... Go

	Title	User	Category	Date	
<input type="checkbox"/>	Focus group meeting with Vid...	kvm211	news	2010.06.16	C>
<input type="checkbox"/>	Andy Uhrich, Internship at N...	kvm211	reports	2010.06.16	C>
<input type="checkbox"/>	Interview with Melissa Dollm...	kvm211	interviews	2010.06.16	
<input type="checkbox"/>	Interview with Alex Cherian,...	kvm211	interviews	2010.06.16	C>
<input type="checkbox"/>	Ashley Swinnerton, Internshi...	pd872	reports	2010.06.11	C>
<input type="checkbox"/>	Samantha Oddi, Internship at...	pd872	reports	2010.06.11	C>
<input type="checkbox"/>	Sinhhan Manan, Internship at	pd872	reports	2010.06.17	C>

Clicking any one entry will let you edit it. Or you can create a new entry.

MAKING AN ENTRY

The various fields on the entry creation page each correspond to a part of an entry. However, they are not labeled correctly.

1. The Title field is for the title of the post.

2. The Entry Body should actually be the summary text.

3. The Extended Entry should be the full entry.

4. The Excerpt should be the image. If you leave this blank, no image will be displayed.

5. Tags are currently not used.

6. When a post is done, you should change its status to Published.

7. Every time you make any change you need to click Save.

8. After the post is done, and before you publish, you have to select the right Categories for it.

9. If any of these options are not available. You may need to turn them on using the customize the display of this page at the bottom.

Moving Image Specialists in Libraries: Create New Entry

The screenshot shows a web form for creating a new entry. At the top right, there is a search bar labeled 'Search Entries' and a 'View Site >' link. The form title is 'Moving Image Specialists in Libraries: Create New Entry'. The form contains several fields:

- 1** Title: A text input field.
- 8** Category: A dropdown menu with 'Select' as the current selection. Below it is a link: 'Assign Multiple Categories'.
- 2** Entry Body: A large text area with a rich text editor toolbar (bold, italic, underline, link, unlink, list, quote) and a 'Preview' button.
- 3** Extended Entry: A second large text area with a similar rich text editor toolbar and 'Preview' button.
- 4** Excerpt: A text input field.
- 5** Tags: A text input field with the label '(comma-delimited list)'.
- 6** Status: A dropdown menu with 'Unpublished' as the current selection.
- Entry Date: A text field showing '2010-07-23 12:14:10'.
- At the bottom, there are buttons for 'Save', 'Preview', 'No actions', and 'Go'.
- 9** A link at the bottom: 'Customize the display of this page.'

Category Selection

Perhaps the most important part of entry creation is selecting the appropriate category(ies). By clicking on Assign Multiple Categories, you can make a particular entry show up on multiple pages.

Categories you **must** select **one** of:

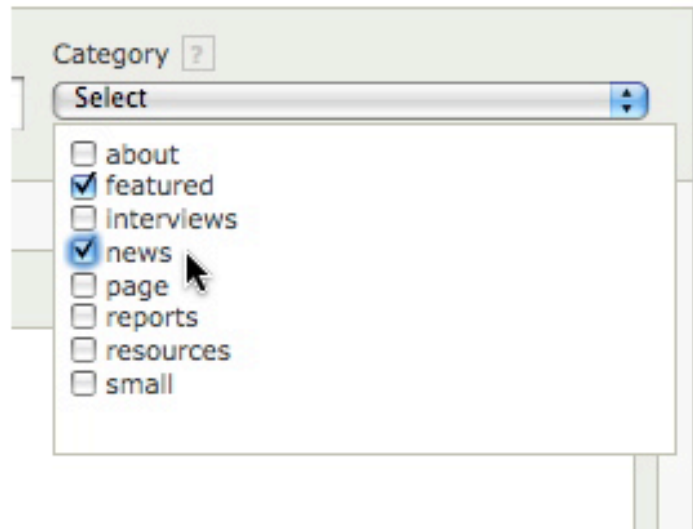
Interviews
News
Reports

Categories you **can** select **one** of:

Featured
Small

Categories you **should not** select:

About
Page
Resources



Anything that gets published can always be changed. If there is any problem with an item, you can always change it from Published to Unpublished until the problem is fixed.