QUICK TIP SHEET FOR CREATING YOUR WRITERS BLOG/WEBSITE

Name to Use for Website: _____

Examples of what your domain might look like:

https://firstname_Lastname.com – when you purchase your own domain

https://PenName.com – own domain with name run together

https://FirstNameLastName.Blogspot.com

Email Address: _____

Get a Free one at Gmail and you will be able to create a Free blog at blogger

Examples of Professional Writers Emails

Firstname.lastname@gmail.com

User Name and Password for Email: _____

User Name and Password for Website: _____

User ID and Password for Webhosting Service: _____

SOCIAL MEDIA PAGES

Facebook Public Page Address: _____

(https://www.facebook.com/jolenesbooksandmore - address to public page you will need a private, personal account as well that only your family and friends should have access)

Twitter Page Public Address: _____

(https://twitter.com/JoleneMacFadden)

Twitter Handle and Password: _____

(Handle is the short name you created)

Instagram User Name and Password: _____

LinkedIn Public Profile Page: _____

OTHERS: (USER ID AND PASSWORD) _____

Make sure you fill out all pages within your social media pages with nice pictures, descriptions and links to your new website just as you will add your social media links to your website.

1. Gather some pictures of you, your pets, your writing area and any others that you would be willing to share with your readers and pertains to your writing. Of course, you will need copies of your book covers too. Copy these into a folder on your desktop for easy reach when you get ready to create and revise your website/blog and even your social media pages.

2. A nice "head-shot" picture of you can be used as your website's site icon so you might need a couple of different sizes such as 150x150px, 250x250px, 500x500px. You can use the program PAINT which comes with every Windows computer to change the size of pictures just make sure you change the setting from percentage to pixels and at each size choose "SAVE AS" and rename the picture into the folder on your desktop.

3. Write up a couple of paragraphs about yourself, your writing, any published books, magazine articles, etc. prior to starting. You might even mention hobbies, how you got started writing, any writing classes you have taken, writing groups you belong to and even non-writing jobs you have had or are currently working at. Most things that avid readers would like to know about their favorite writers.

4. You will need to create at least four pages on your website/blog and can find examples of what to include on them on the web:

   ABOUT page - your biography page
   PRIVACY POLICY page - information that is required of every website owner to assure your readers that you will not be using their information for any nefarious reasons
   TERMS AND CONDITIONS page – anytime you sell anything on your website you will need to come up with legal language that protects you and your buyers.
   CONTACT page – how can your readers get in contact with you. Some of the website creation software programs will create a contact form for you that will come directly to your email address.

   Try this link for more Information on Privacy Policies and Terms and Conditions
   https://www.termsfeed.com/blog/privacy-policy-blogger-blogspot/#Examples_of_Privacy_Policies_from_Blogger_blogs