Contributor Article & Gallery Upload Instructions

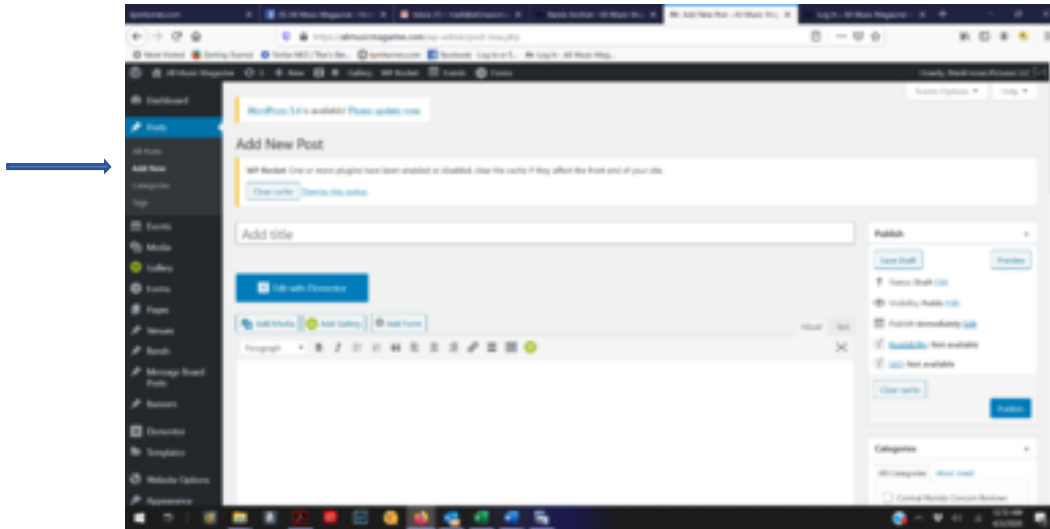Navigate https://AllMusicMagazine.com/wp-login.php and enter your login credentials

You will be presented with the WordPress dashboard
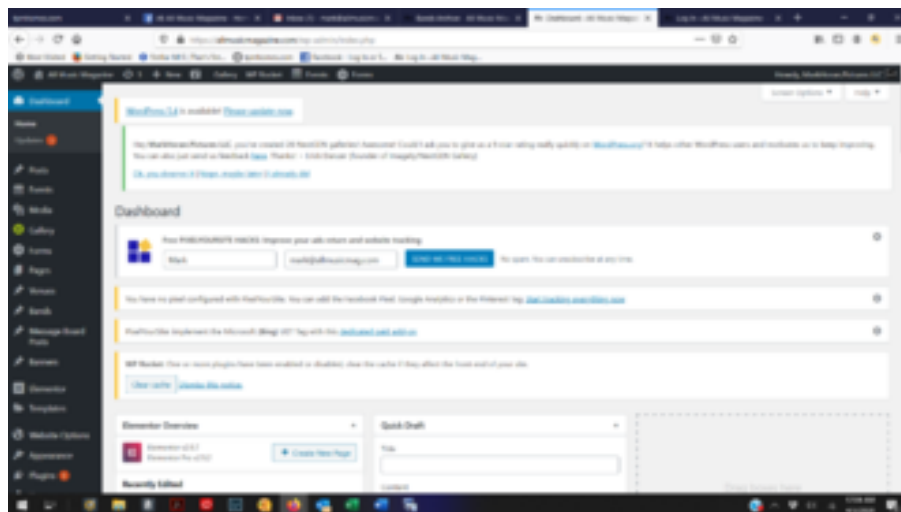
On the left-hand menu, hover over posts and click **Add New**

Enter a title for the article which includes the band or artists name, city, state, venue, and date. We are an international magazine so please write them out and don't abbreviate them. Next write the article, 300 to 600 words minimum.

Add The image Gallery by going to the sidebar and click on NextGen Gallery "Add Gallery/Images"
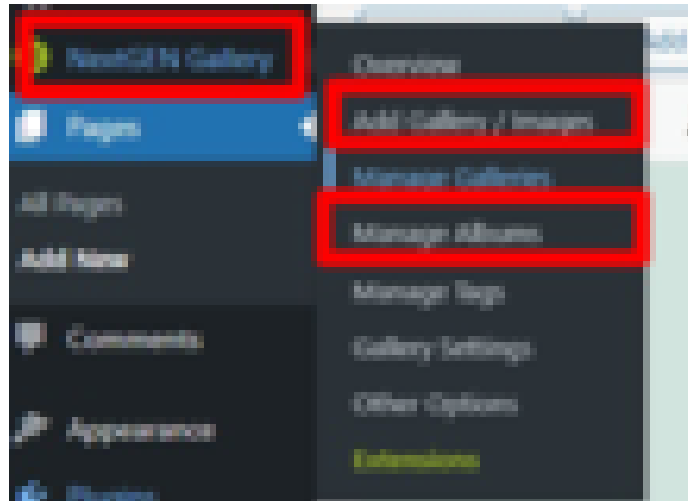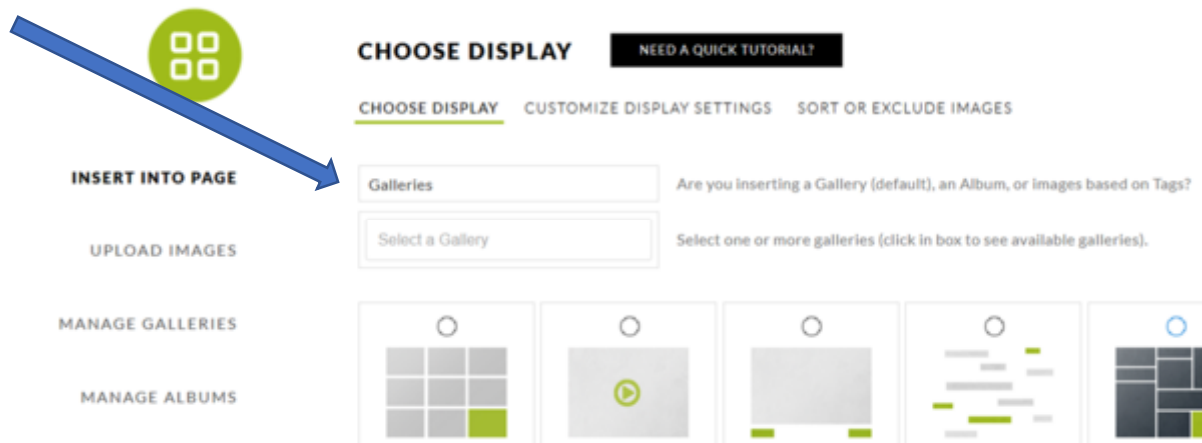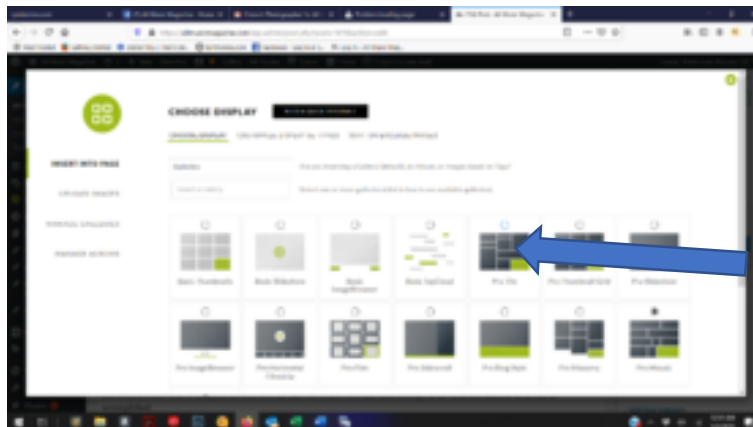
Next, go into Word Press Click and on the article where you want to place the photo gallery. Then Click
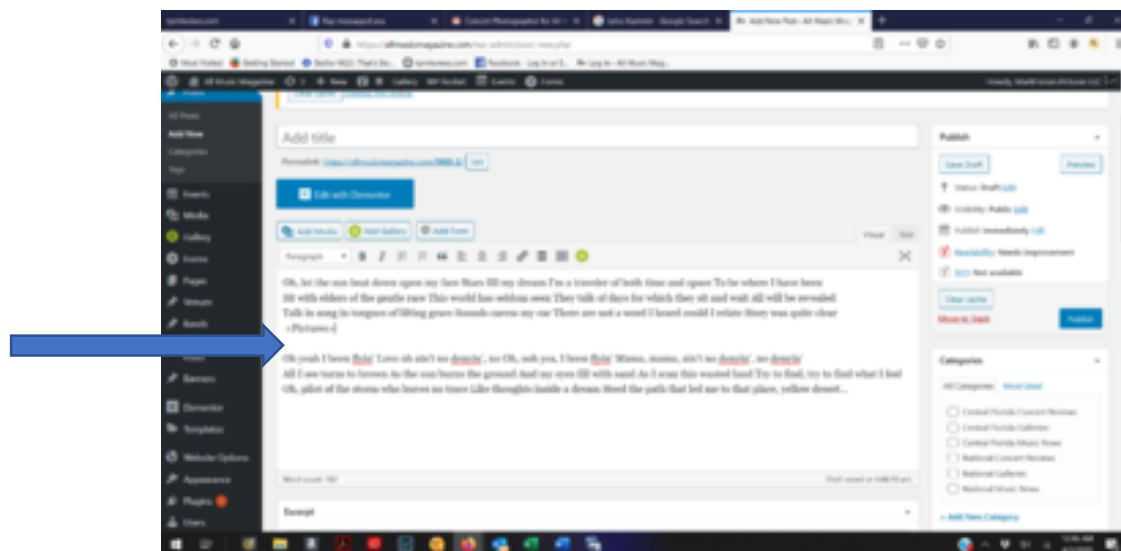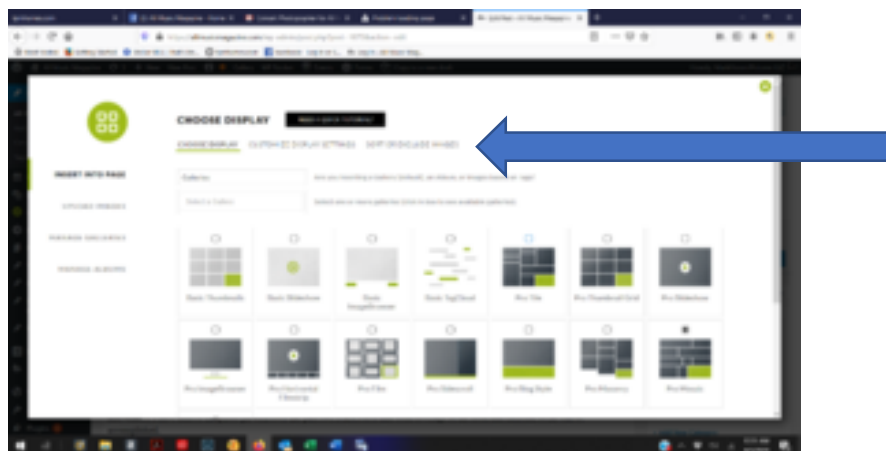
To add a gallery, click on **Add Gallery** and then Click into the **What Would You Like To Display?** Click in **Galleries** box and a list of galleries will appear, select the newly created gallery.

Then **Select a Display Type** and choose **NextGen "Pro Tile"**

Next click Sort Or Exclude Images to arrange the order or click on box to exclude an image from displaying in gallery.


The gallery is now ready to insert into the article. Click on **Insert Gallery**.

Click on **Save Draft** on the right-hand side and then **Preview** to see a preview of your article, this will

open in a new window. You can go back and make any edits and once happy with the article select the

blue button **Submit for Review**. I will then be notified about the article and will review it and make any final adjustments then I will publish this live to the site.
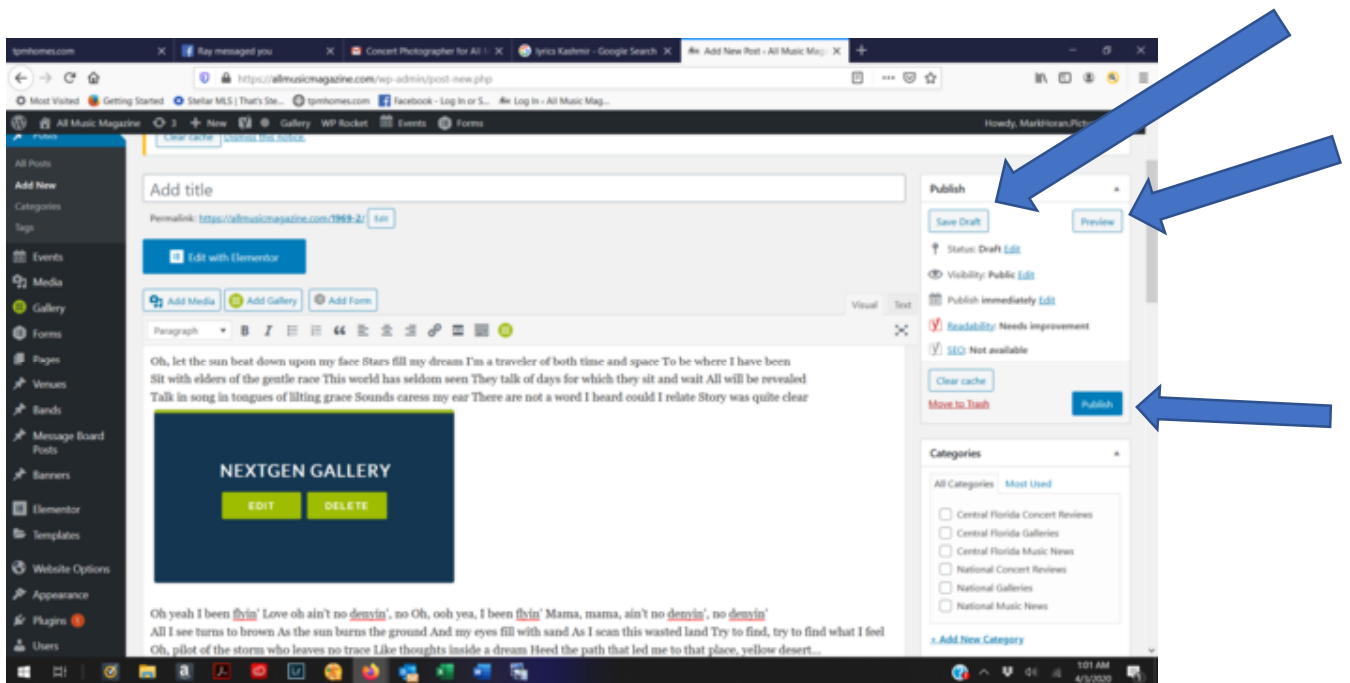
No more than 35 pictures per gallery should be loaded. Pictures shall not exceed 800pxls on the <u>longest edge</u>.

ALL
Music
MAGAZINE

Openers 15-25 images. 2 or 3 of each band member.
Full stage shots of entire band. Maybe a pic or two of
the crowd. Headliners 25-35 images. 5 - 8 of lead
singer, **3-5 of each band member!** Full stage shots,
group shots of two or more bandmates and yes if
you can spare maybe a crowd picture.

Ultimately, we are looking for outstanding and
interesting photo galleries. Portrait and landscape
orientation and different angles make the best
galleries.

Lastly, be sure the All Music Magazine watermark is
placed on all images. Especially the **Featured Image**.

All submissions will be reviewed by the editor before
going live. Please check for spelling errors, spacing,
punctuation errors, and typos before clicking
Publish. You help is greatly appreciated.