

Griff Parent

Blog

Blog URL: blogs.canisius.edu/gparent

Faculty/Staff posting to the blog

- Submit your post information here: <https://blogs.canisius.edu/gparent/submit/>

Administration

- To log in to the blog: blogs.canisius.edu/gparent/wp-admin
 - Use your authorized college username and password. If you are not authorized, please contact coli@canisius.edu.
 - Assign blog posts to one or all of the following categories: freshmen, seniors, everyone else.
- Faculty/staff submit posts as per above.
 - Faculty/staff will submit their posts to the AccessPress Anonymous Post form plugin in Wordpress.
 - For more information on this plugin, [click here](#).
 - These submissions will create a pending post.
 - A GA or other personnel should log in to publish the remaining posts before the newsletter is sent.

Newsletter

Mailchimp: mailchimp.com

[Login for Mailchimp.](#)

- Only authorized college staff can access this information. If you are not authorized and believe you should be, please contact coli@canisius.edu.

In Mailchimp:

Lists: Lists are set up for staff and for each graduating year. The parent lists per graduating year must be updated once a semester from lists pulled from Banner.

Campaigns: Campaigns are set up for staff and for each graduating year. These must be updated once a year to reflect the correct RSS feeds that pull from the blog categories (see above). These are:

<https://blogs.canisius.edu/gparent/category/freshmen/feed>

<https://blogs.canisius.edu/gparent/category/senior/feed>

<https://blogs.canisius.edu/gparent/category/everyone/feed>

Additionally, campaigns can be sent out on behalf of the president or others to all parents - in this case use <https://blogs.canisius.edu/gparent/feed/> as the RSS url.