



## Creating Categories & Tags Checklist

- I have thought about the type of content that I will be blogging about, and have created appropriate categories
- I have created tags to organize content and help my readers find exactly what the type of content they are looking for
- Remember - You can create categories and tags on the page you are writing your post
- Or – from your WordPress Dashboard, you can click on Posts and then on Categories or Tags to create new ones or delete previous ones that you are no longer using.