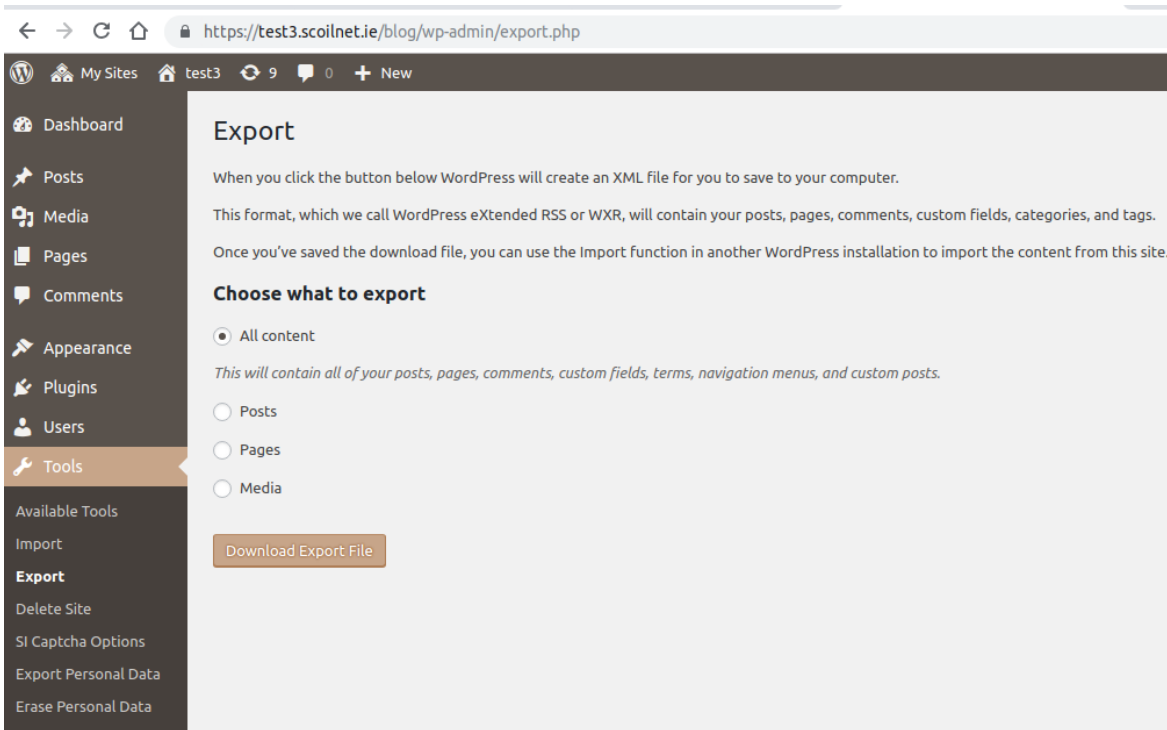
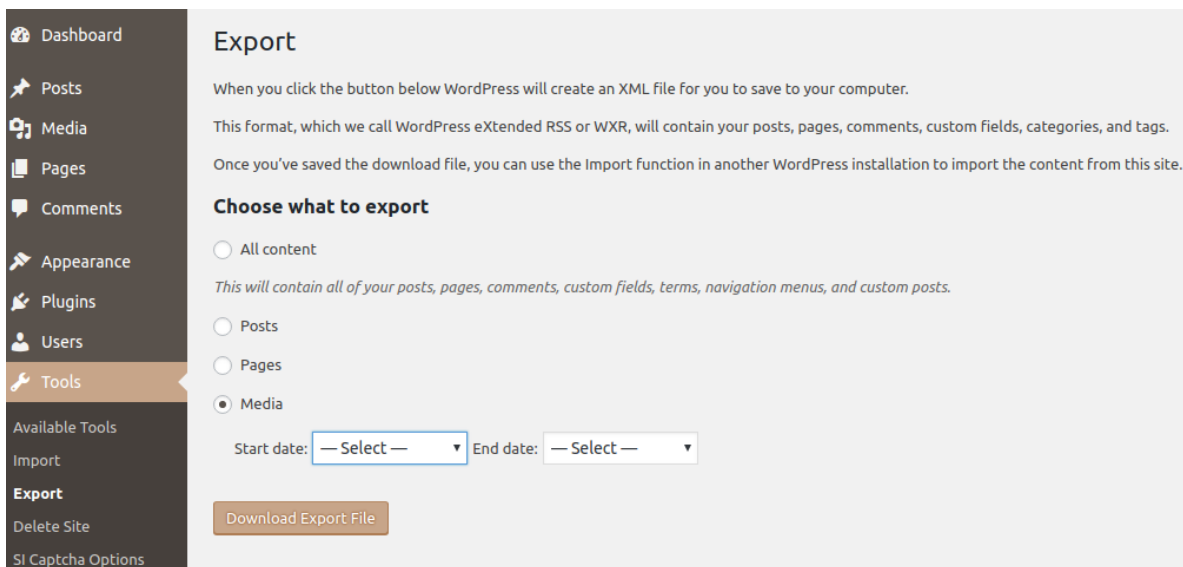


The procedure to export a blog is:

1 - In your Wordpress Dashboard, go to Tools/Export



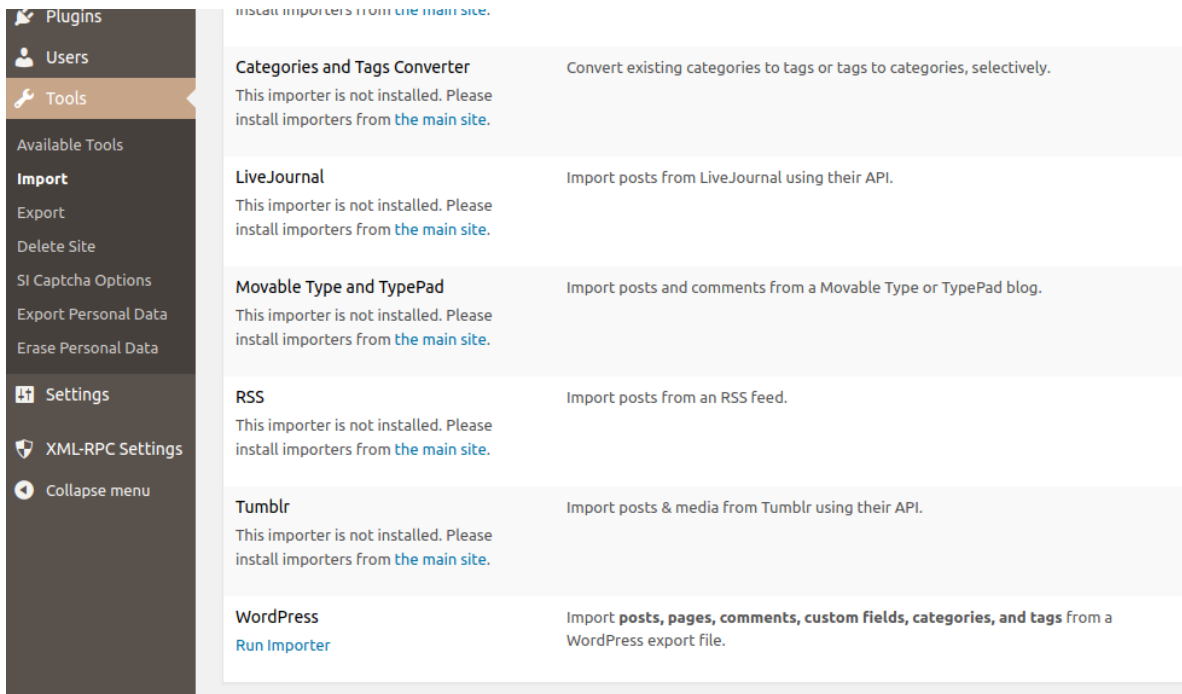
2 - Choose either All Content or Media, Posts, Pages individually, and click on "Download Export File"



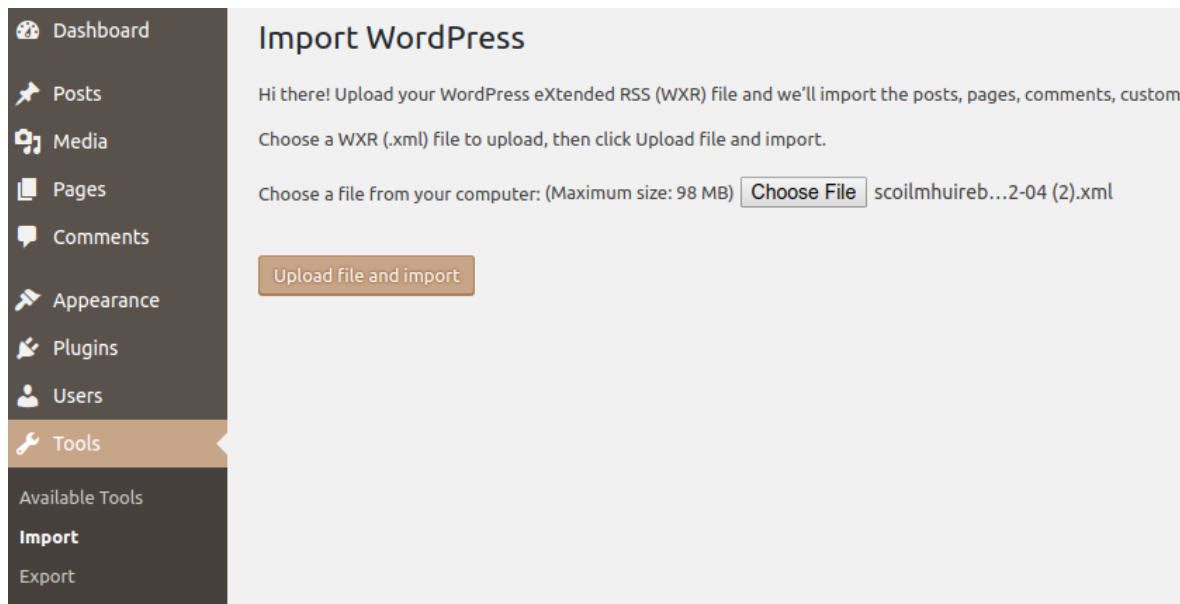
Bear in mind that this won't download the actual files, but a xml file with metadata. You can choose specific dates, if you want to dismiss old content or if you have a large media library and the download is going to take too long to download in a single batch.

The procedure to Import the data on your new blog is:

3 - On your new provider, access your new Wordpress, and go to Tools/Import and Click on "Run Importer"



4 - Choose the xml file that you downloaded earlier to your computer, and click "Upload File and Import"



5 - If the user in your scoilnet blog does not exist in your new installation, it will let you choose between creating a user or assign the posts to an existing user. Choose whatever suits you better.

Dashboard

Posts

Media

Pages

Comments

Appearance

Plugins

Users

Tools

Available Tools

Import

Export

Import WordPress

Assign Authors

To make it easier for you to edit and save the imported content, you may want to reassign the author of the imported item to an existing user of this site. For example, you may want to import all the entries as admin's entries. If a new user is created by WordPress, a new password will be randomly generated and the new user's role will be set as subscriber. Manually changing the new user's details will be necessary.

1. Import author: **Site Admin**

or create new user with login name:

or assign posts to an existing user:

Import Attachments

Download and import file attachments

6 - Mark the checkbox "Download and import file attachments" and click Submit.