



### 1. Installing the *EzineArticles WordPress Plugin*:

1. Log in to your WordPress interface
2. Click on "Plugins" in the left navigation bar.
3. Click on "Add New"
4. Enter "EzineArticles" in the *Search* field
5. Look for "EzineArticles WordPress Plugin"
6. On the far right, click "Install"
7. In the new window, click on the orange "Install" button in the upper-right corner.

### 2. Activating the *EzineArticles WordPress Plugin*:

1. On the next screen, click on "Activate Plugin"
2. A small EzineArticles menu item will appear in the left navigation menu.
3. Click on "Options" under the EzineArticles Menu
4. You'll need to get your unique EzineArticles API key. To do that, click on the "click here" text link right under the text entry field.
5. Fill out the form by entering your EzineArticles username and password.
6. Click on "Submit".
7. You will receive an email from EzineArticles containing your unique API key
8. Copy your EzineArticles API alpha-numeric key from the email
9. Go back to your WordPress interface and paste your API key and enter your EzineArticles username and password.
10. Click "Save Settings"

### 3. Submitting a WordPress Post as an Article to EzineArticles:

1. Write a blog post as you normally would, or use an existing post
2. Once your post ready, check the box in the WP EzineArticles menu in the upper-right.
3. Fill in and verify all items within this menu.
4. Click the "Validate" button before you submit your article - this checks your post to see if it meets the submission requirements of EzineArticles before you actually submit it.
5. If something does not comply with the EzineArticles submission guidelines, you will see a little yellow bar at the top of the page describing what needs to be fixed.
6. Remember, EzineArticles does not accept images in your article. If you have an image in your blog post, you will need to remove the image, submit your post to EzineArticles, then put your image back into your blog post.
7. Once everything looks good, you can either click "Publish" which will publish your post to your blog, or you can click "Submit" which will submit your post to EzineArticles.com. If you want to do both, click on both buttons.