

# Umang Jung Thapa website guide.

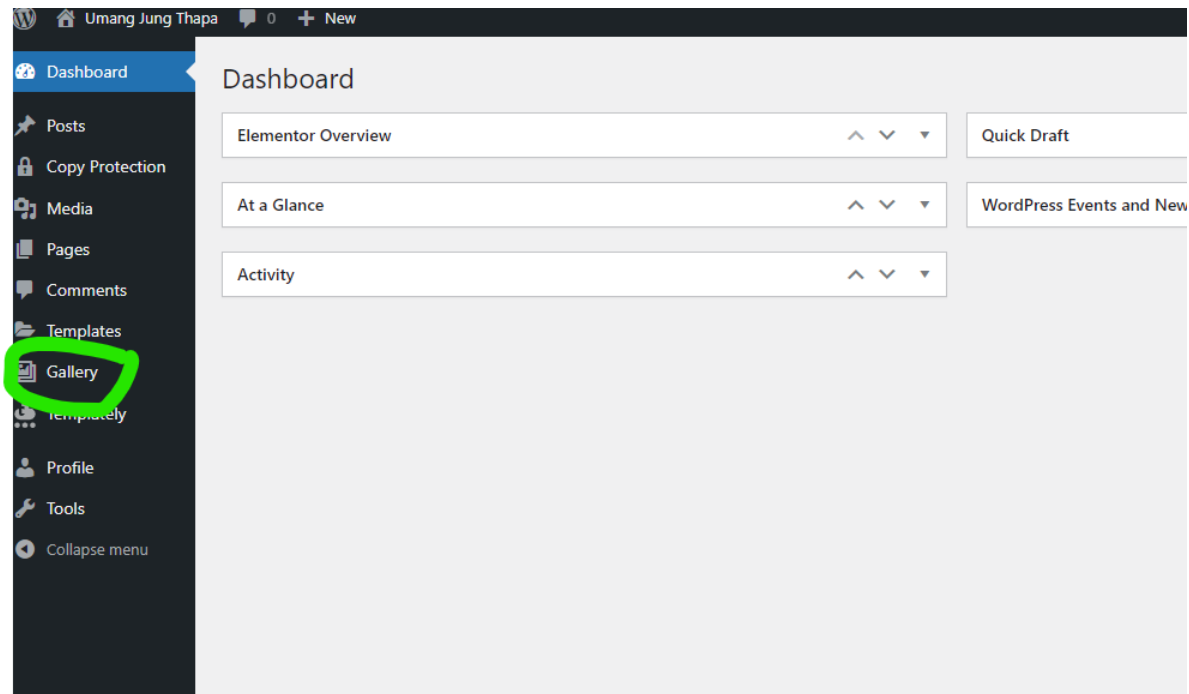
<b>Steps to upload photos to a gallery</b>	<b>2</b>
<b>Steps to edit page contents</b>	<b>5</b>
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# Steps to upload photos to a gallery

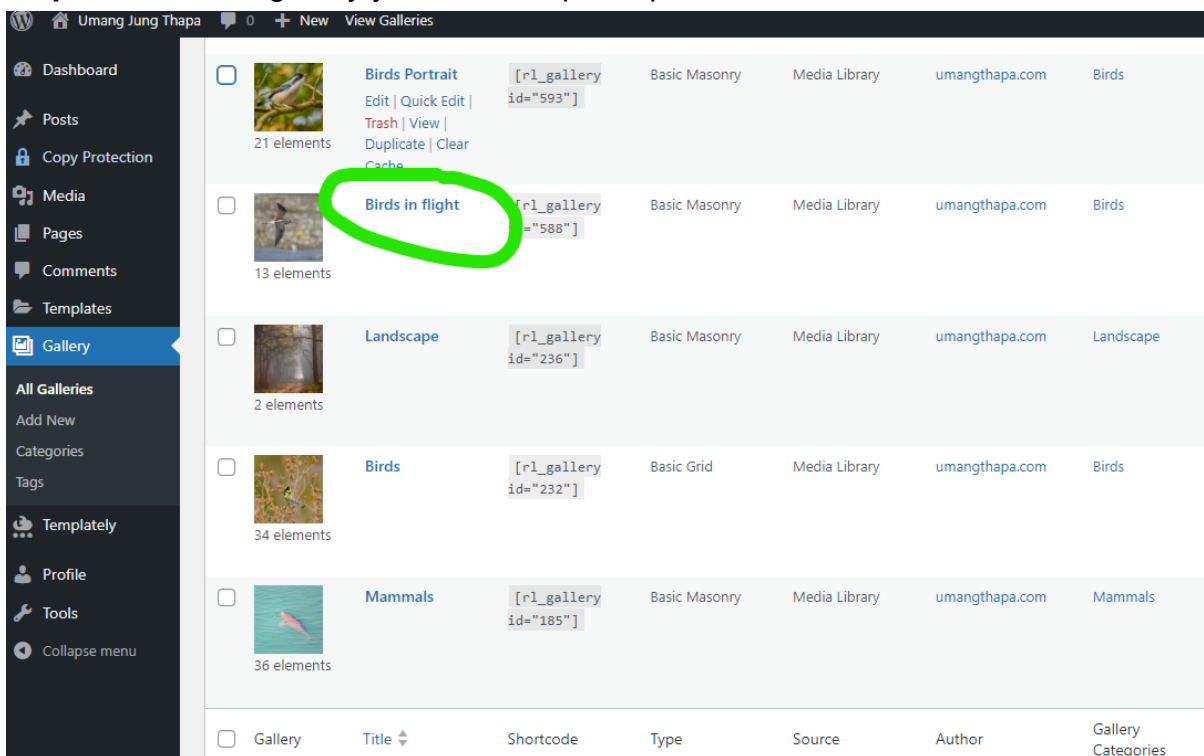
**Step 1:** Go to <https://umangthapa.com/login>

**Step 2:** Log in with your credentials if you aren't logged in already.

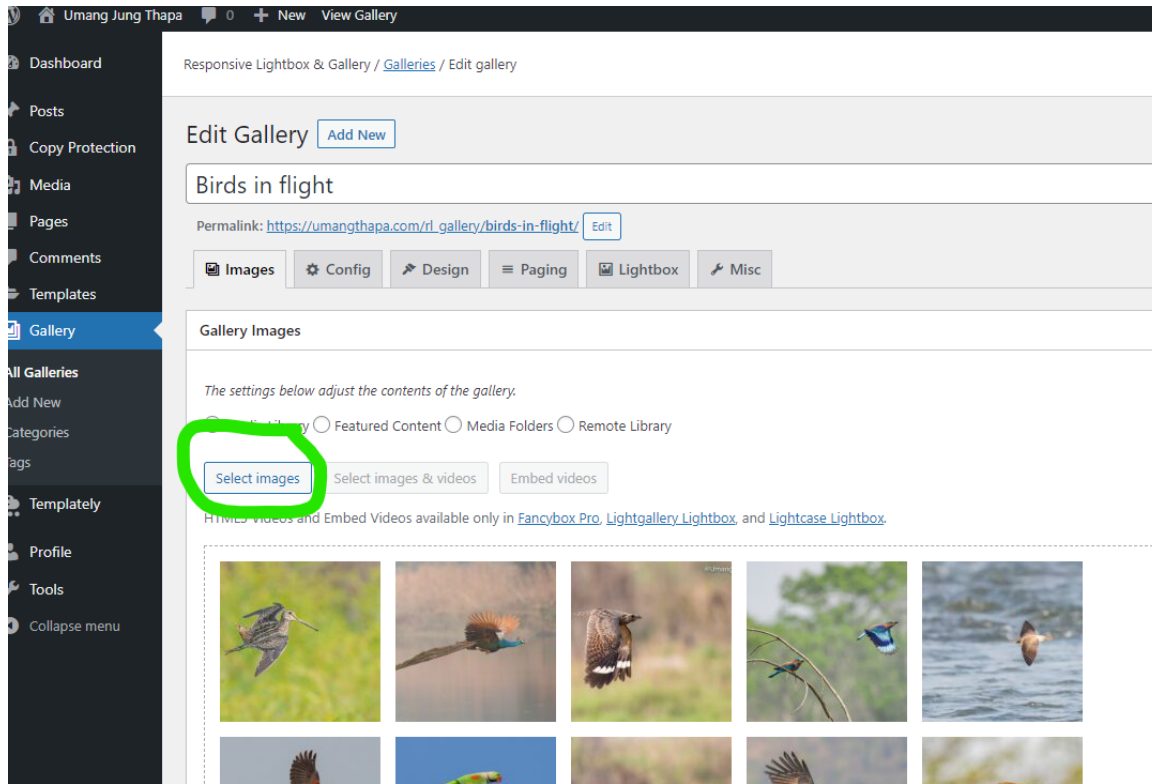
**Step 3:** Click on 'Gallery' in the dashboard.



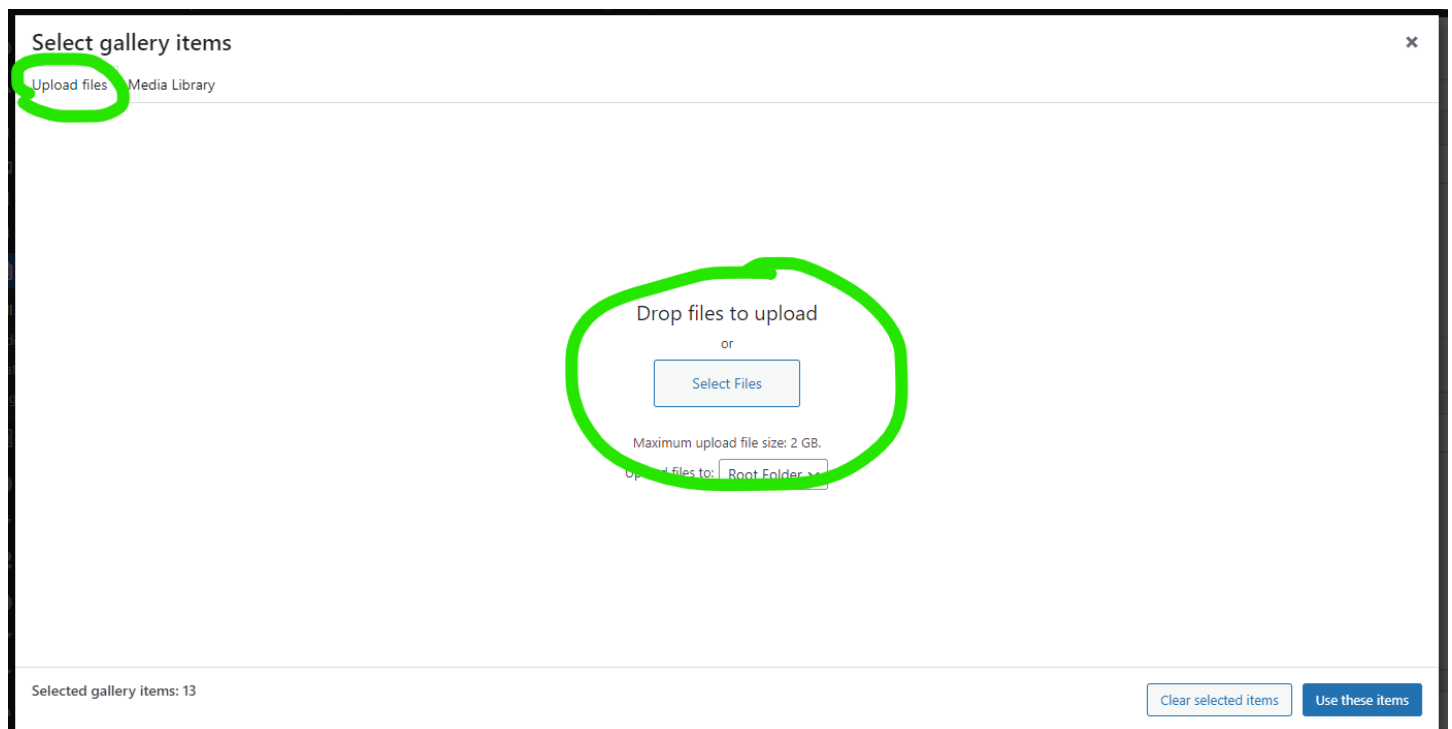
**Step 4:** Select the gallery you want to upload pictures to.



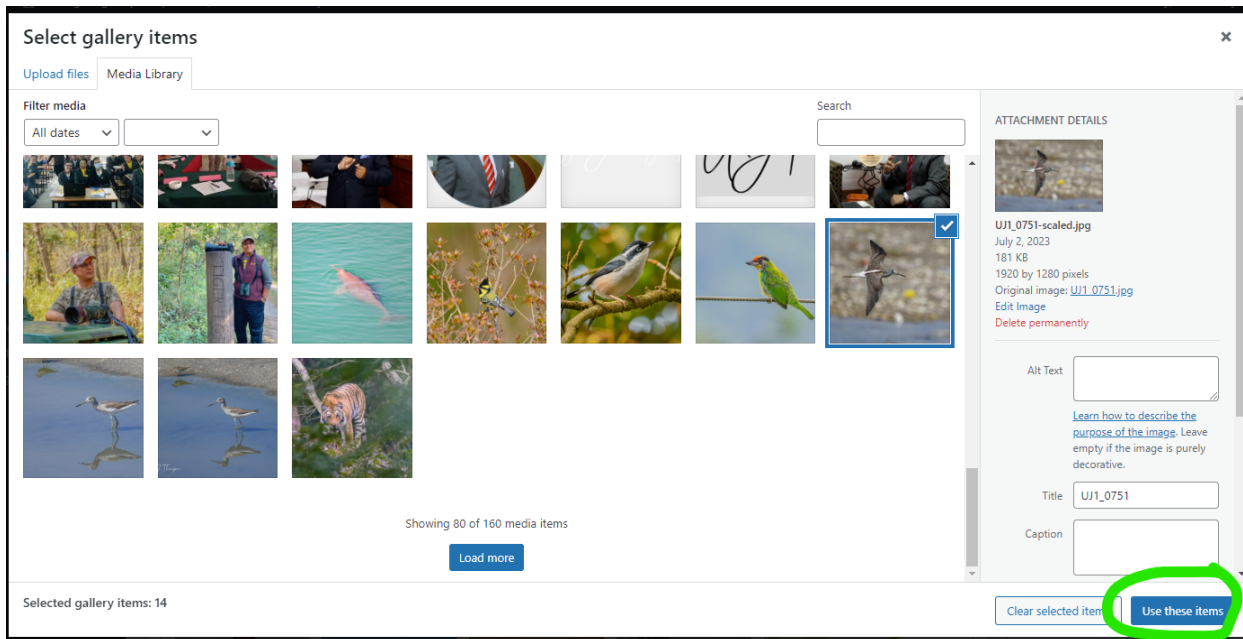
## Step 5: Click “Select images”



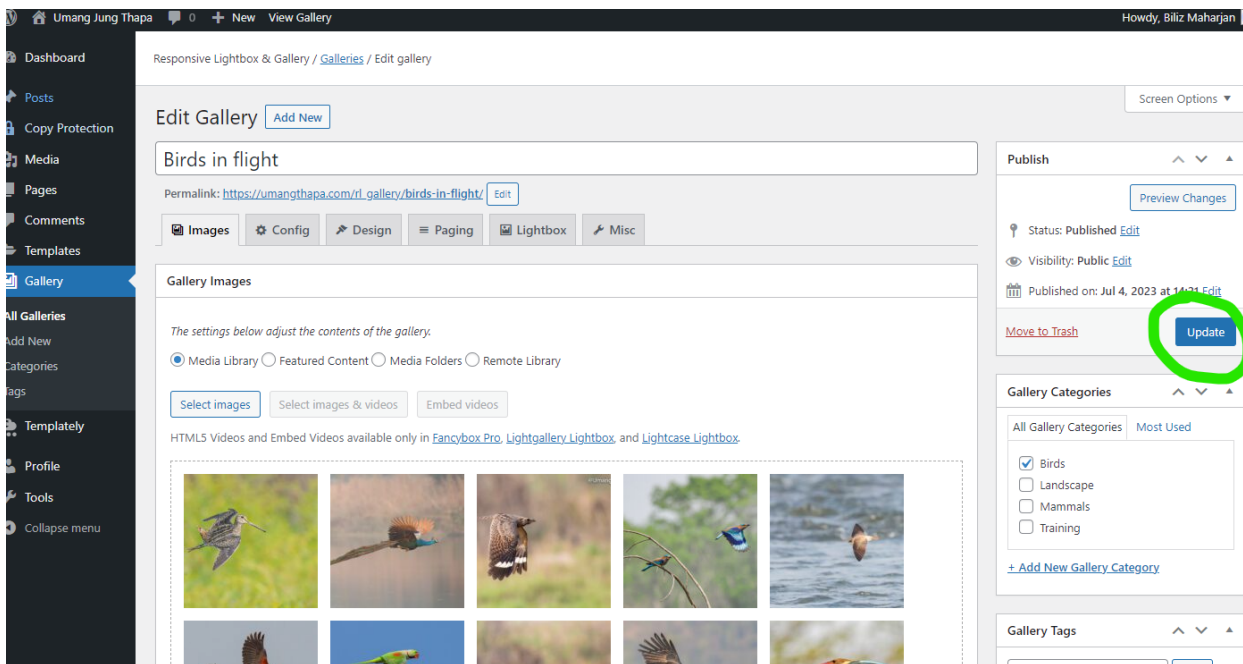
**Step 6:** First, ensure you have selected “**Upload files**” at the top. Then, click “**Select Files**” and choose the photographs you want to add from your device.



**Step 7:** After you are done uploading the photos, click “Use these items”



**Step 8:** Click “Update” to add photos to your gallery.



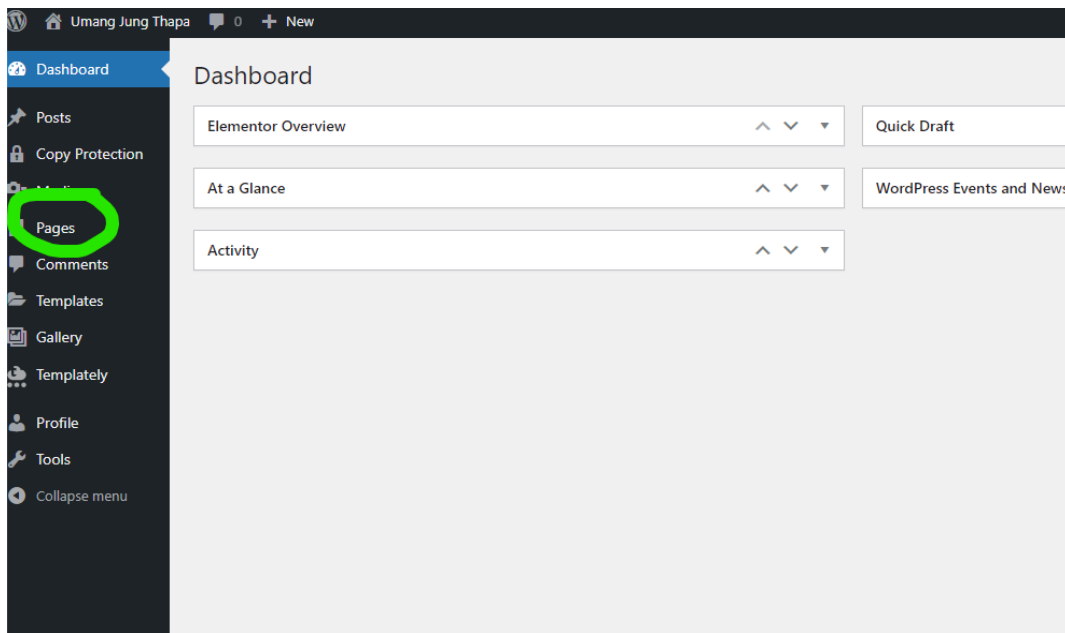
## Steps to edit page contents

(Warning: Only edit specific pages like *About*, *Contact*, and *Privacy Policy*. Please do not edit a page you don't see the contents of.)

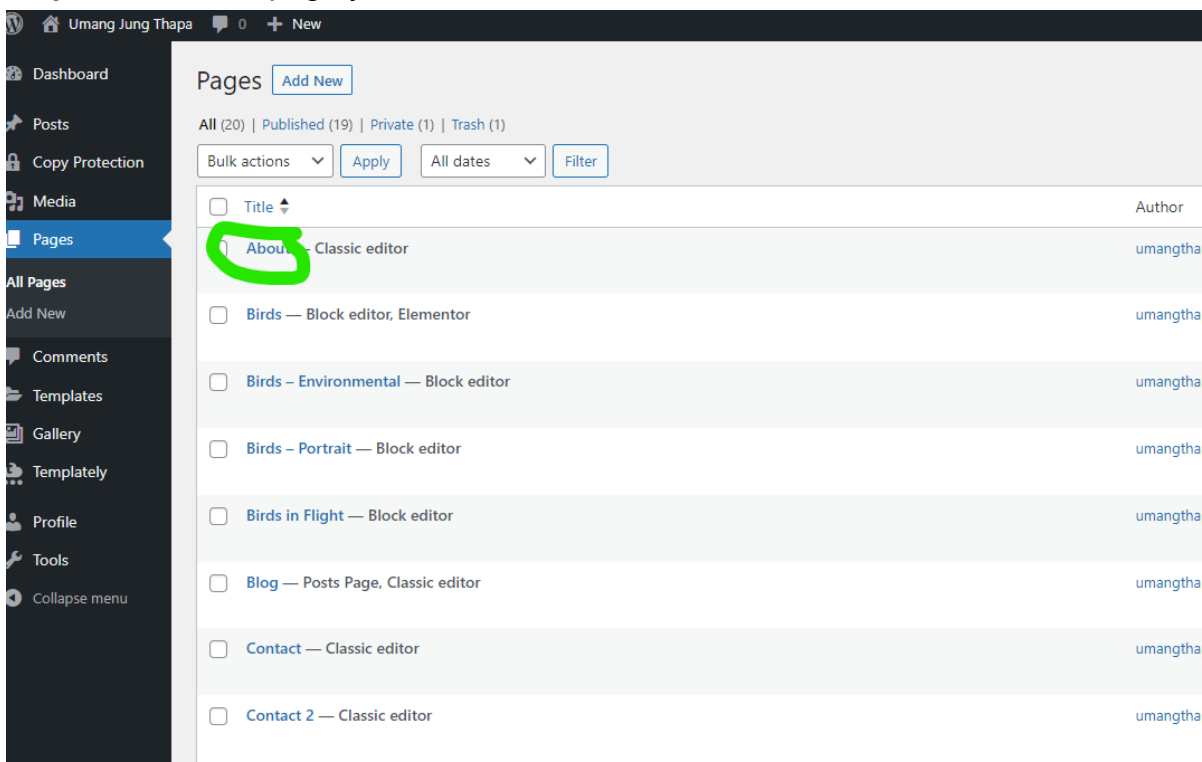
**Step 1:** Go to <https://umangthapa.com/login>

**Step 2:** Log in with your credentials if you aren't logged in already.

**Step 3:** Click on "Pages" in the dashboard.



**Step 4:** Select the page you want to edit.



**Step 5:** Edit the contents of the page. You can “Preview Changes” to see the updates. Then, click “Update” to apply the changes.

The screenshot displays the WordPress 'Edit Page' interface for the 'About' page. The left sidebar contains navigation links: Dashboard, Posts, Copy Protection, Media, Pages (selected), All Pages, Add New, Comments, Templates, Gallery, Templately, Profile, Tools, and Collapse menu. The main content area shows the 'About' page title, a permalink, and an 'Edit with Elementor' button. Below this is a rich text editor with a paragraph about Umang Jung Thapa, a nature photographer based in Kathmandu, Nepal. The text describes his passion for nature, his experience in photography, and mentions that his photos have been published in various books and calendars. A photo of Umang Jung Thapa standing next to a tree trunk is included. The right sidebar contains 'Auto Cache Settings', 'Publish' settings (Status: Published, Visibility: Public, Revisions: 14, Published on: Jul 2, 2023 at 11:03), and 'Page Attributes' (Parent: (no parent), Template: Default template). The 'Update' button in the 'Publish' section is highlighted with a green circle.

Umang Jung Thapa

Howdy, Biliz Maharjan

Screen Options Help

Edit Page Add New

About

Permalink: <https://umangthapa.com/about/> Edit

Edit with Elementor

Add Media Add Gallery

Visual Text

Paragraph B I [List Icons] [Quote Icon] [Link Icon] [Table Icon]

Hi! I am Umang Jung Thapa, a nature photographer based in Kathmandu, Nepal.

Introduced to the outdoors and camping from an early age by my father, I developed a strong fascination and respect for nature/wildlife. Subsequent trips to the jungles made me understand and enjoy the diverse flora/fauna found in Nepal.

Photographing nature has allowed me to observe how nature works and document them in different habitats through my camera.

Umang's nature photos have been regularly published in books (**Forest Birds of Nepal**), annual calendars (**BCN, NTNC, Nepalese Army, Sunrise Bank**, etc.), websites, and photo exhibitions and have also recently been used by **Nepal Tourism Board** to

Auto Cache Settings

Enable: No

The cache will be created automatically after the contents are saved. [More Info](#)

Publish

Preview Changes

Status: Published [Edit](#)

Visibility: Public [Edit](#)

Revisions: 14 [Browse](#)

Published on: Jul 2, 2023 at 11:03 [Edit](#)

[Move to Trash](#) [Update](#)

Page Attributes

Parent

(no parent)

Template

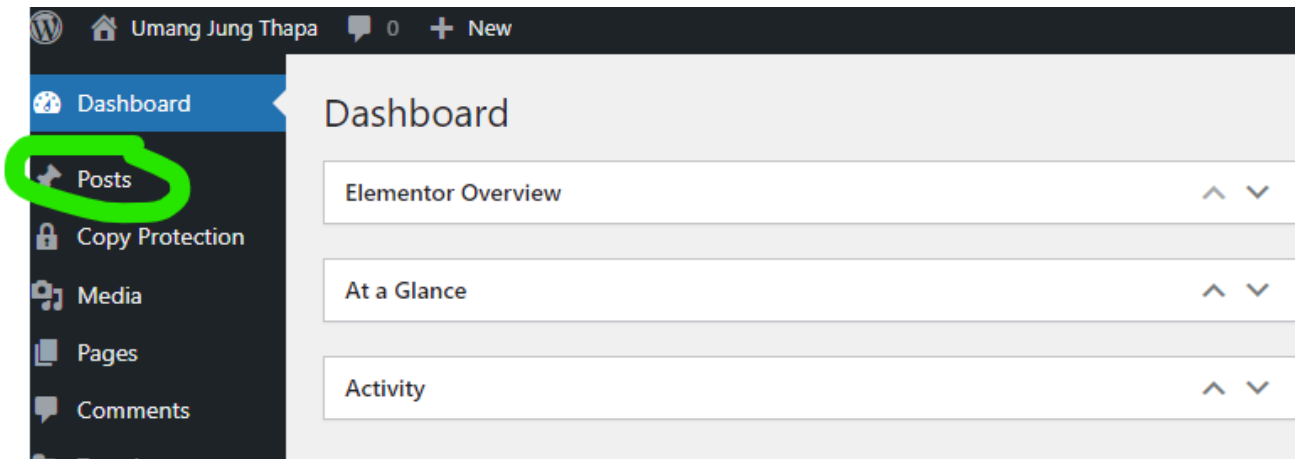
Default template

## Steps to writing a blog post

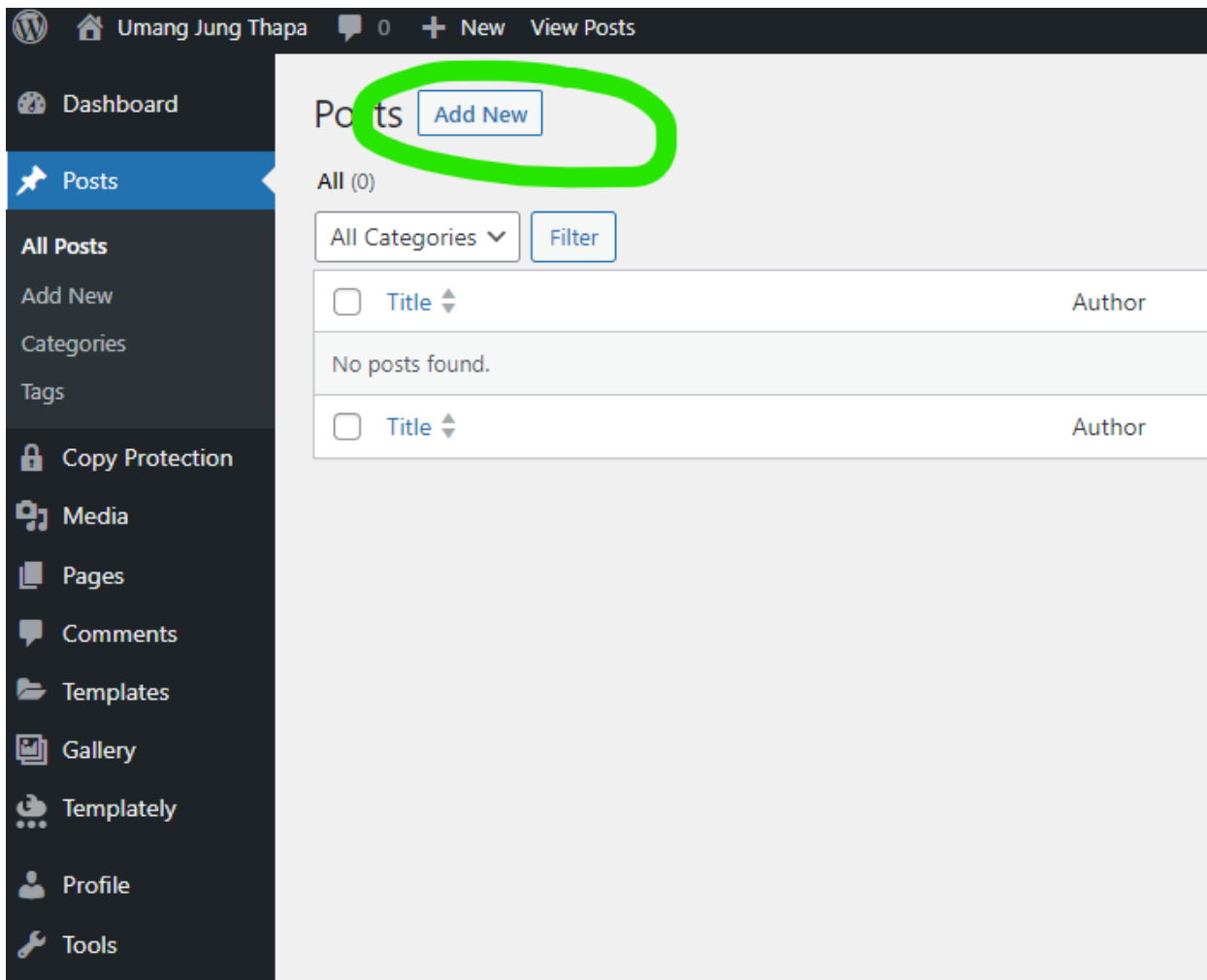
**Step 1:** Go to <https://umangthapa.com/login>

**Step 2:** Log in with your credentials if you aren't logged in already.

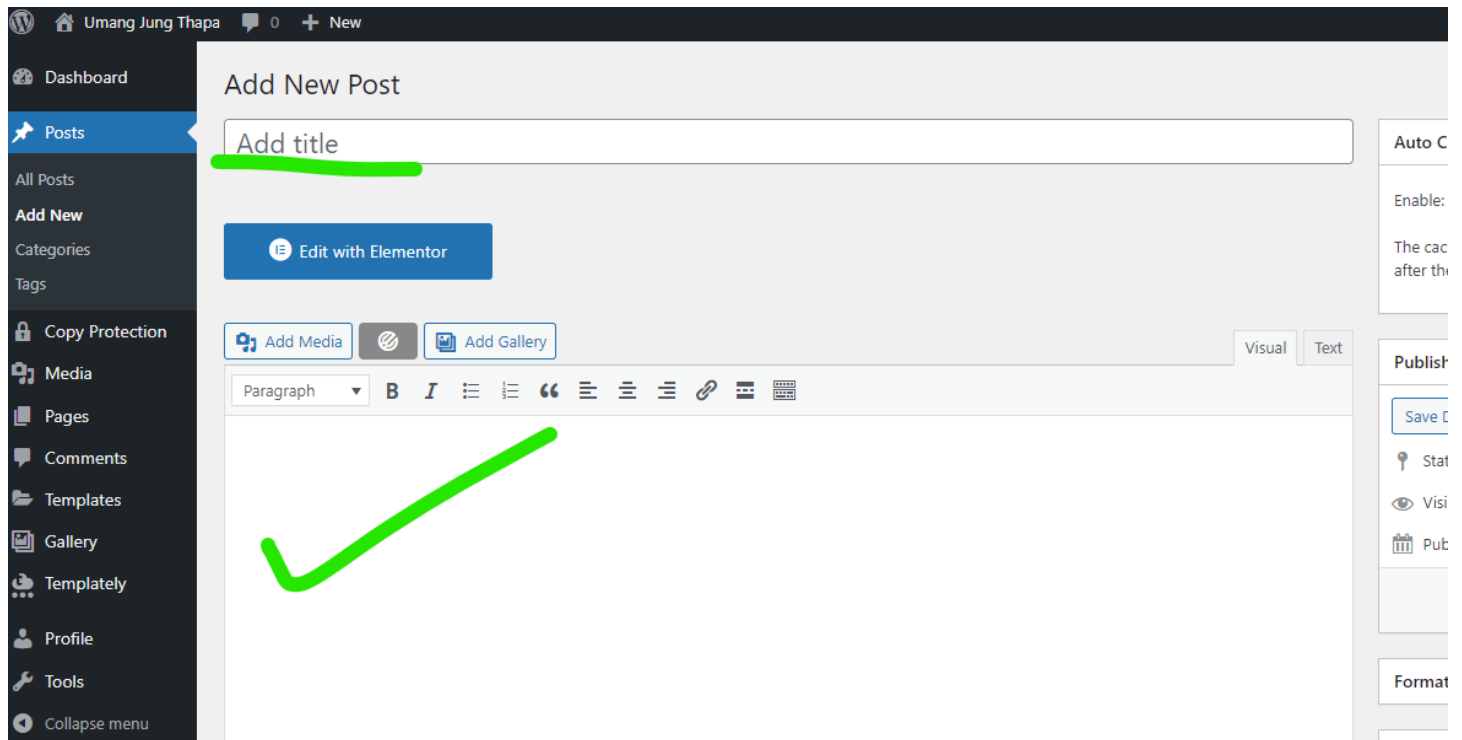
**Step 3:** Click on "Posts" in the dashboard.



**Step 4:** Click on "Add New"

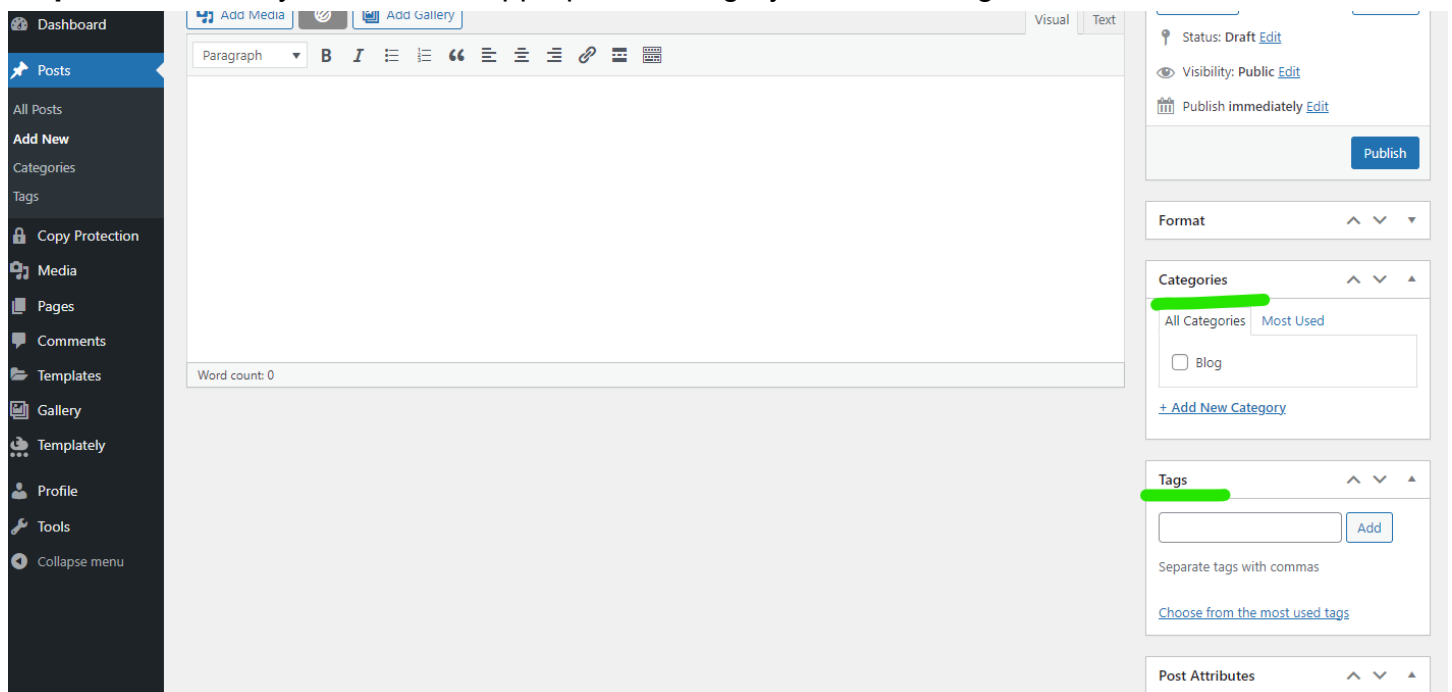


## Step 5: Write the article title and contents.



The screenshot shows the WordPress 'Add New Post' editor interface. On the left is a dark sidebar with navigation links: Dashboard, Posts (selected), All Posts, Add New, Categories, Tags, Copy Protection, Media, Pages, Comments, Templates, Gallery, Templately, Profile, Tools, and Collapse menu. The main editor area has a header 'Add New Post' and a title input field containing 'Add title', which is highlighted with a green underline. Below the title field is a blue button labeled 'Edit with Elementor'. The content area below the title field is empty and contains a large green checkmark. Above the content area is a toolbar with 'Add Media' and 'Add Gallery' buttons, and a rich text editor toolbar with various formatting options. On the right side, there are panels for 'Auto C' (partially visible), 'Publish' (with a 'Save C' button), and 'Format'.

## Step 6: Make sure you select the appropriate Category and insert Tags.



This screenshot shows the right-hand sidebar of the WordPress 'Add New Post' editor. The 'Status' is 'Draft' with an 'Edit' link. 'Visibility' is 'Public' with an 'Edit' link. 'Publish immediately' is also shown with an 'Edit' link. A blue 'Publish' button is at the bottom of this section. Below is the 'Format' section, followed by the 'Categories' section. In the 'Categories' section, 'All Categories' and 'Most Used' tabs are visible. Under 'Most Used', there is a checkbox for 'Blog'. A '+ Add New Category' link is at the bottom of this section. The 'Tags' section is highlighted with a green underline and contains an empty input field and an 'Add' button. Below the input field, it says 'Separate tags with commas' and provides a link 'Choose from the most used tags'. At the very bottom is the 'Post Attributes' section.



**Step 7:** Once you are done, you can either:

- Save Draft
- Preview the post
- Publish (*This will display the blog post on the website.*)
- 

The screenshot shows the WordPress 'Add New Post' interface. The left sidebar contains navigation links: Dashboard, Posts (selected), All Posts, Add New, Categories, Tags, Copy Protection, Media, Pages, Comments, Templates, Gallery, Templately, Profile, Tools, and Collapse menu. The main content area is titled 'Add New Post' and features a text input for 'Add title', an 'Edit with Elementor' button, and buttons for 'Add Media' and 'Add Gallery'. Below these is a rich text editor with a 'Paragraph' dropdown and various formatting icons. The right sidebar contains several panels: 'Screen Options' and 'Help' at the top; 'Auto Cache Settings' with an 'Enable' dropdown set to 'No'; 'Publish' with 'Save Draft' and 'Preview' buttons (both highlighted with green bars), 'Status: Draft' with an 'Edit' link, 'Visibility: Public' with an 'Edit' link, and 'Publish immediately' with an 'Edit' link and a 'Publish' button circled in green; 'Format' with expand/collapse arrows; and 'Categories' with 'All Categories' and 'Most Used' tabs, and a 'Blog' checkbox.