

## 1. CREATE YOUR CONTAINING PAGE

Use a 1-column, full-width layout. This is the layout you are most likely using for pages like “About Us” or “Contact Us”. In Wordpress, this would be a “Page” type, not a “Post” type. We recommend:

Page title: “Press Releases”

URL: “domain.com/press-release/”

## 2. EMBED THE WIDGET CODE

SwiftRev will supply code you can easily paste into your CMS. Open your page, paste the code within the HTML/code view and hit publish. That’s it.

## 3. CUSTOMIZE PAGE INSTRUCTIONAL TEXT

Next, add instructional text at the top using your CMS, just below the page title and above the widget. This text will be provided to you and customized based on other types of content submissions your site already offers.

## 4. ADD SITE NAVIGATION LINKS

Last, add navigation links to your website - these are NOT page-specific. These are critical to ensuring confidence in the product as well as discovery of the press release offering. Text and link details will be provided by SwiftRev and include: main/header links and footer links.

## 5. CROSS LINK FROM EDITORS PAGE

Driving attention to the press release page is critical. A key additional page is where your editors emails are displayed. We recommend linking to the /press-release/ url from here with clear instructions that submission of press releases is only through this page.



**NEED HELP? VIEW OUR DEMO INSTALL**  
[HTTPS://WWW.SWIFTREV.COM/DEMO-NEWS/](https://www.swiftrev.com/demo-news/)