

## Exporting & Importing a WordPress Blog

You can move a blog from any other blogging platform into our WordPressMU install at ISB. When you import your blog into blogs.isb.ac.th tags, categories and all blog posts will import exactly as they were in your old blog. However, you will need to recreate your sidebar widgets, select your theme, and re-insert any links you had in your blogroll.

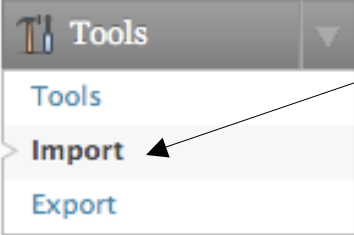


**1.** Go to your old blog and log in. Click on the *Tools* menu on your dashboard at left. Select *Export*.

**2.** Click *Download Export File*, save the file on your desktop. It will be an .xml file.

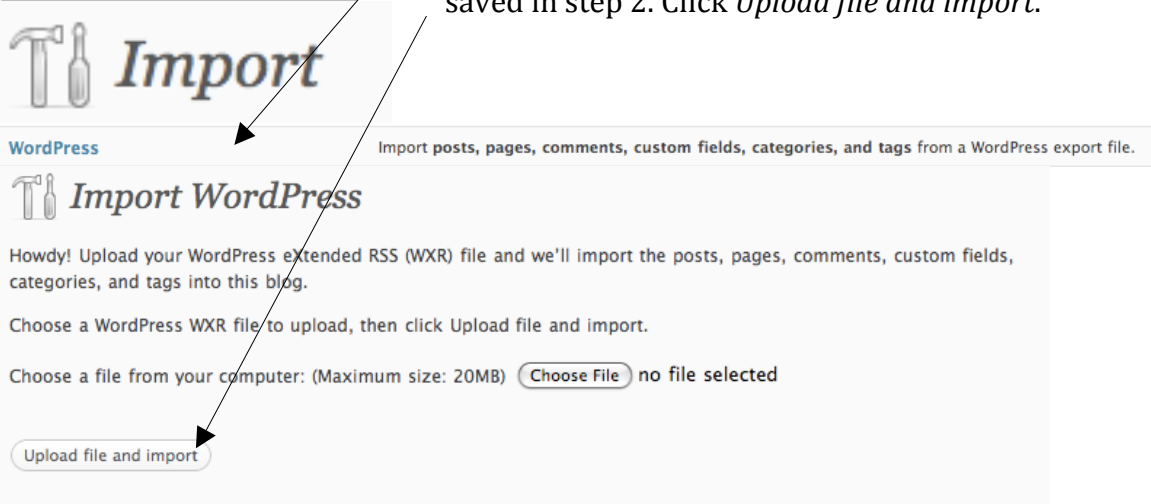


The screenshot shows the 'Export' screen in WordPress. At the top, there are two yellow banners: one for 'Edublogs upgraded' and another for a 'free trial of Edublogs Campus!'. Below these, there is a note about pingbacks and links. The main content area explains that clicking the button will create an XML file. Under the 'Options' section, there is a 'Restrict Author' dropdown menu currently set to 'All Authors'. At the bottom, there is a 'Download Export File' button.



**3.** Go to your new blog and log in. Click on the *Tools* menu on your dashboard at left. Select *Import*, choose *WordPress* from the list of options.

**4.** Click *Chose File* to find and select the .xml file you saved in step 2. Click *Upload file and import*.



The screenshot shows the 'Import WordPress' screen. It features a 'WordPress' section with the sub-heading 'Import posts, pages, comments, custom fields, categories, and tags from a WordPress export file.' Below this, there is a message: 'Howdy! Upload your WordPress extended RSS (WXR) file and we'll import the posts, pages, comments, custom fields, categories, and tags into this blog.' The instructions state: 'Choose a WordPress WXR file to upload, then click Upload file and import.' At the bottom, there is a file selection area: 'Choose a file from your computer: (Maximum size: 20MB) Choose File no file selected'. An 'Upload file and import' button is located at the very bottom.