



Steps to Upload a Review to famtripper

Headings and Titles font size = (Arial 16)

Main Text font size = (Arial 12)



Plum Swatch

Note: Fields in the CMS entered by you generate Title, Intro, Tag Line and Author byline credit.

Mexican Riviera: ^(Title) Cancun is fun in sun! ^(Intro)

Looking for fun in the sun and a bit of adventure, too? Check out the Mexican Riviera! ^(Tag line)

THE FLIGHT ^(This is the format for the body of the Review)

The flight took three and a half hours to touch down in Cancun, Mexico (CUN). There are a plethora of airlines that service this destination including, Continental, American, Frontier, US Airways, Delta, JetBlue and United. To see all of the airlines that service Cancun by popularity, check out SkyScanner.net.

It's a 25-minute drive from the airport to Cancun. The best way to make the short trip is by arranging a pickup at the airport through your hotel's concierge. For us, the cost was approximately \$20. Upon clearing customs, our driver was waiting for us with a name placard. He helped us with our luggage and offered a cold bottle of water and a hand towel to freshen up with.


Cancun offers a wide variety of accommodations. If you're seeking five star luxury, a ballroom to hold your next National Sales Meeting, or a spring destination that's clean, and fun, then Cancun is worth putting at the top of your list.



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1. Create your Review in Word and please format and edit it as needed per the instructions delineated above and the famtripper.com Guidelines: <http://www.famtripper.com/2010062311/footer-links/contribute.html>
2. Go to 'Edit' in Word and from the drop down menu choose 'Select All'.
3. Once you selected all of your content in Word please go to edit and then select copy from the drop down menu
4. From the "Contribute" Section, which is located in the footer of famtripper.com, please login to your account by clicking on the "Contributor Login" link. It's located at the bottom of the "Contribute" Section in the right sidebar.

famtripper fun fact

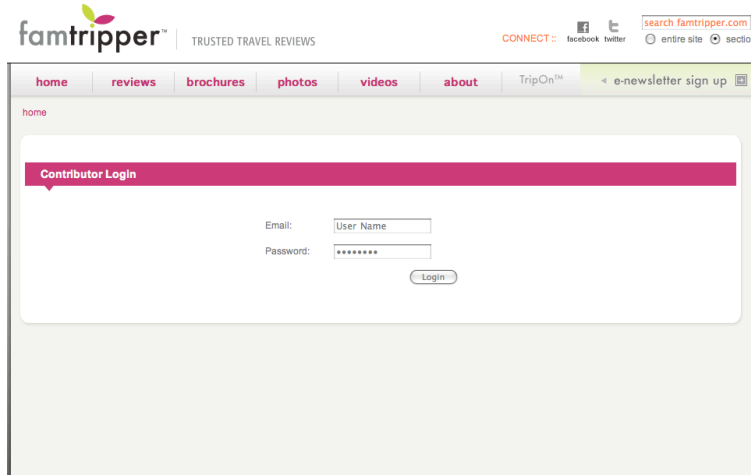
 **Ponte Vecchio's**

Did you know that the Ponte Vecchio's status as the oldest bridge in Florence saved it from destruction? During the Nazi retreat, they thankfully defied orders to blow it up. The ancient buildings on either side of the Arno River were not spared, they were sadly destroyed.

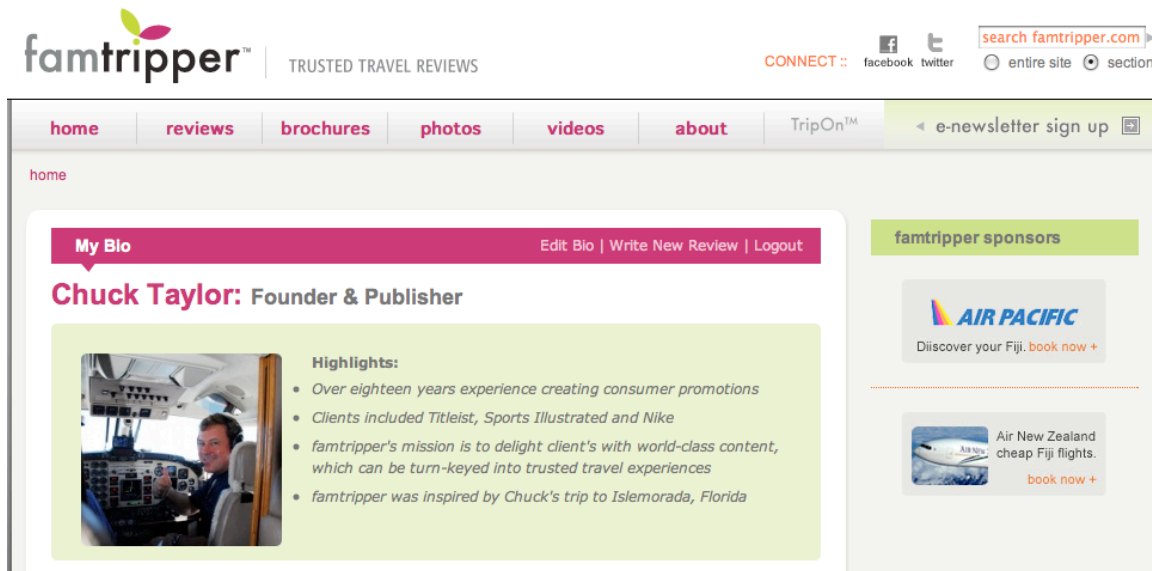
[Contributor Login](#)



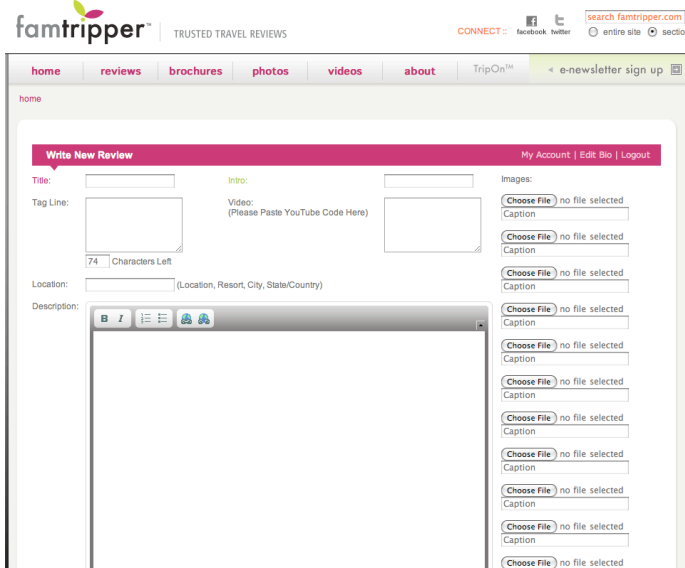
5. Please use your user name and password to login to your account:



6. From within the “Plum Bar” Please select “Write New Review”:



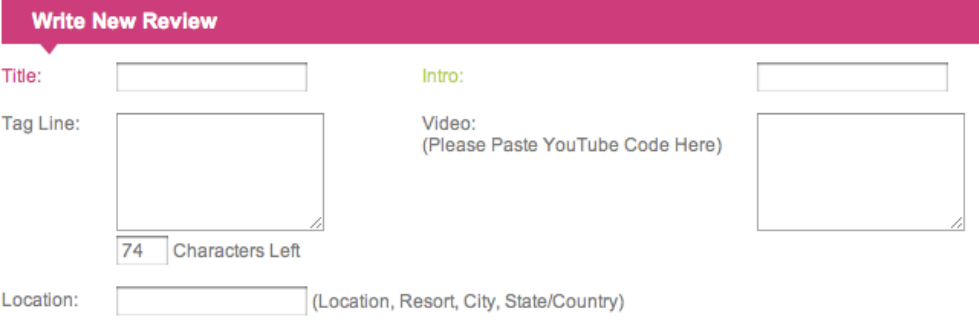
- Please paste the content you previously copied from Word into the HTML editor under “Description” and fill out all the corresponding fields above:



- You can add URL links to your review by clicking on the button that looks like this:



- Next you’ll need to fill in all of the information that will auto create the Title, Intro, Tag Line, and (Location, Resort, City/State/Country) and youtube video if applicable:



Note: The Location, Resort, City, State/Country drives the information under the small thumbnail images on the Homepage. It’s important and necessary.



10. The next step is to upload your images from your trip that will be published with your Review. The CMS is most friendly with images that are formatted 640 x 480 and in a horizontal format:

Step #1: Use the upload button on the right to locate the target image you of selected for uploading. The first uploaded photo is going to be the image that represents your Review throughout the famtripper site. Please make it your favorite and best photo photograph:

Step #2: Please use the caption field located just under “Choose File” to label each photograph that you’ve selected. Readers will appreciate your captions because they’ll be able to follow along and be apart of your Review and adventure.

The screenshot shows the famtripper website interface. At the top, the famtripper logo is on the left, followed by the tagline "TRUSTED TRAVEL REVIEWS". On the right, there are social media links for Facebook and Twitter, a search bar for "famtripper.com", and navigation options for "entire site" and "section". Below this is a navigation menu with links for "home", "reviews", "brochures", "photos", "videos", and "about", along with "TripOn™" and "e-newsletter sign up".

The main content area is titled "Write New Review" and includes a "My Account | Edit Bio | Logout" link. The form contains the following fields:

- Title:** A text input field.
- Intro:** A text input field.
- Tag Line:** A text area with a "74 Characters Left" indicator.
- Video:** A text area with the instruction "(Please Paste YouTube Code Here)".
- Location:** A text input field with the instruction "(Location, Resort, City, State/Country)".
- Images:** Three separate upload sections, each with a "Choose File" button, a "no file selected" status, and a "Caption" text input field.



Example of a 640 x 480 formatted horizontal image



11. The final step is to select the Meta Tags for your Review. This is how the search engines will index your Review. It enables users to find your Review when they search on Google. We've build this section to follow SEO guidelines and it's easy to use:

Step #1: At the bottom of the "Write New Review" are twelve drop down menus. Each one represents a "Meta Tag" Please select from the list up to twelve "Meta Tags" that will be associated with your review. If you would like to suggest additional tags please email the editor at editor@famtripper.com.

Tags: Select 12 Tags from Drop Downs

Select Tag	Select Tag	Select Tag
Select Tag	Select Tag	Select Tag
Select Tag	Select Tag	Select Tag
Select Tag	Select Tag	Select Tag

Step #2: The final step is to double-check all of your content, headings, images, captions, ect., and click on save. This will upload all of your Review content to our famtripper editor for review.

12. You'll receive a confirmation e-mail once the Review as been approved and published to the site.

Congratulations on your first uploaded Review to famtripper!