

MANAGING "READ MORE" IN WORDPRESS



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INTRODUCTION

- When Browsing through the summary of Blog Posts in WordPress, often we encounter "orphans".
These are fragments of a sentence that don't make sense.
- Typically a WordPress post summary is 55 words. The text will cut off after that regardless of where the period is for the next or last sentence.



YOUNG ISRAELI TECH COMPANY INTERPRETS DATA OF MURKY WATERS



Posted on [March 15, 2015](#) | by [Gail Bronson](#)

Among the Israeli startups showcased at this week's AIPAC conference was Windward, a Tel Aviv-based company that has developed ways to analyze and make sense of the massive amount of data available about ships at sea worldwide. More broadly, Windward is breaking new ground for governments and companies to navigate the murky waters of global maritime security. **This is a**




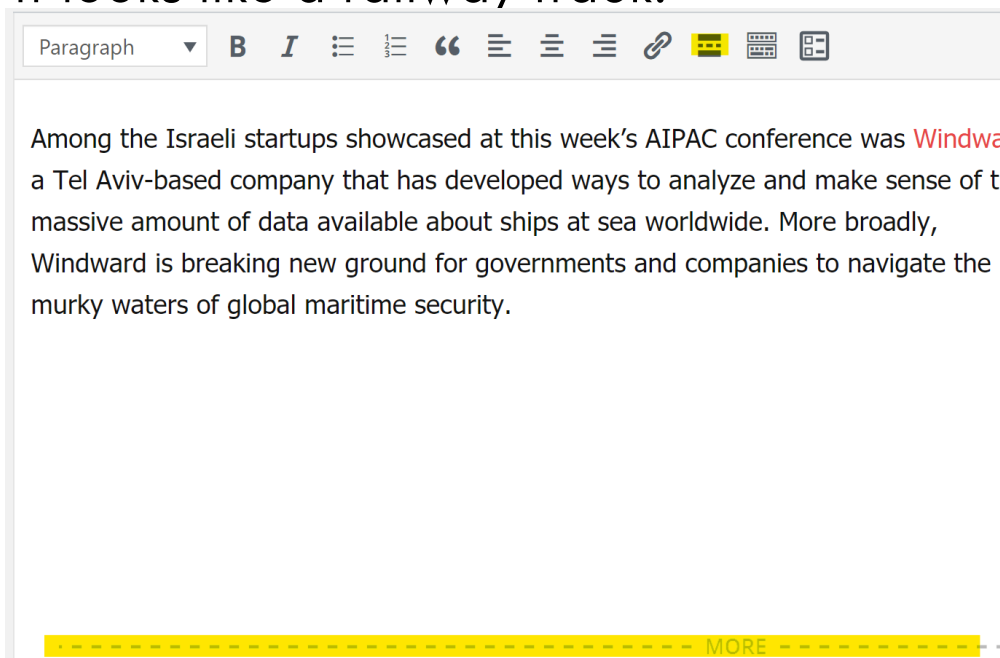
[READ MORE](#)



- The good news is that the location can be managed.

HOW TO MANAGE THE READ MORE - CLASSICAL EDITOR

- Log into the back end of WordPress.
- Navigate to the blog post and Edit it.
- Place your cursor after the last desired word of your post summary.
- Click on the "Read More" Tool to insert it at that point. 
- It looks like a railway track.

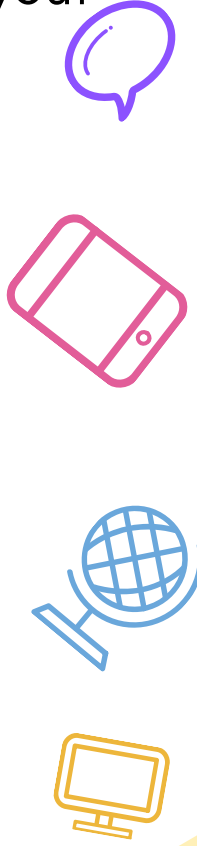
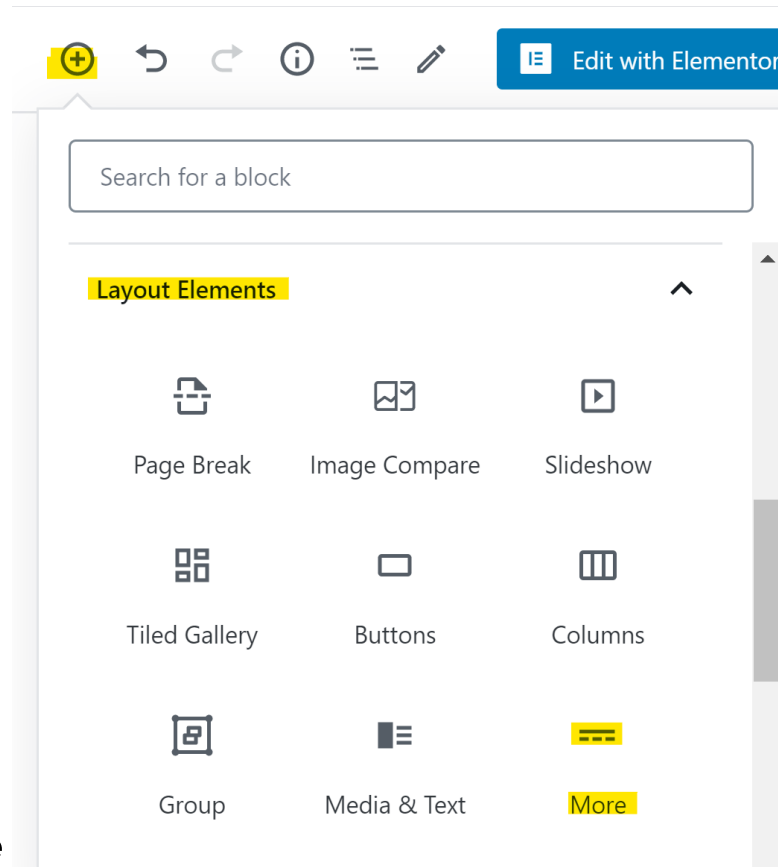


- A dotted line with the word "MORE" appears below.
- Update or Publish your post.
- On the front end of the site the unwanted text no longer appears.

HOW TO MANAGE THE READ MORE -BLOCK EDITOR

- Log into the back end of WordPress.
- Navigate to the blog post and Edit it.
- Place your cursor after the last desired word of your post .
- Click the Plus sign on the block editor and select Layout Elements.

- Click the "More" button.
- A dotted line with the word "MORE" appears below.
- If you want to change the location, click on the tool and use the arrows on the left to move it up or down
- Update your post




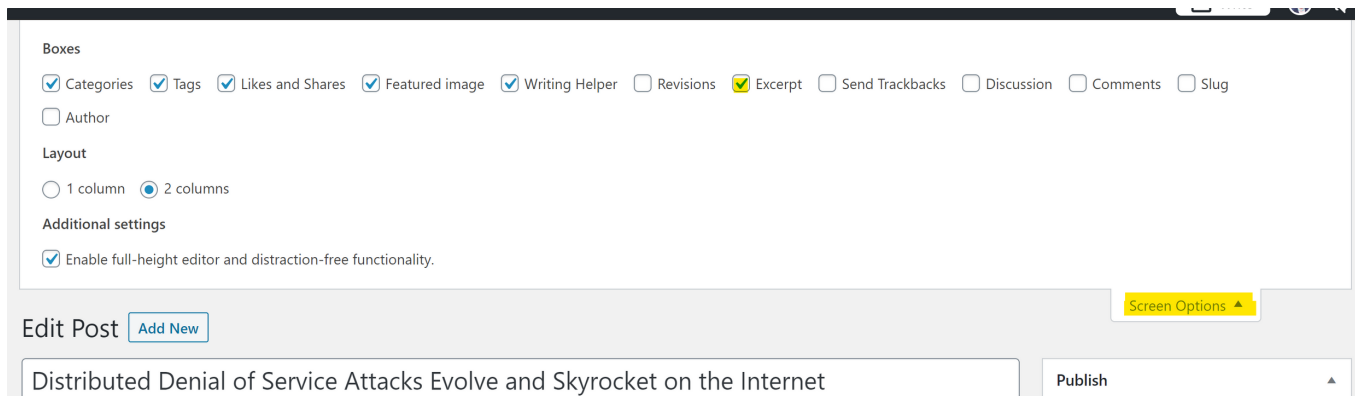
There's no need to add an extra item to your wedding day to-do list anyway.

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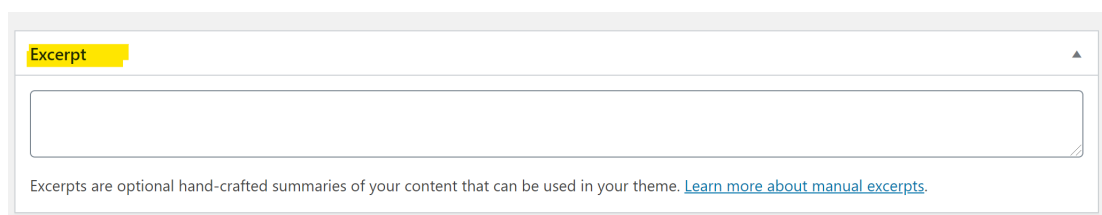
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THE EXCERPT OPTION - CLASSICAL EDITOR

- Certain themes enable the use of the Excerpt function.
- The disadvantage is that only plain text may be used. No formatting such as bold is possible.
- If you do not see the excerpt box at the bottom of your post, in the Classical editor go to the top of the page. 
- Click Screen Options and check Excerpt.

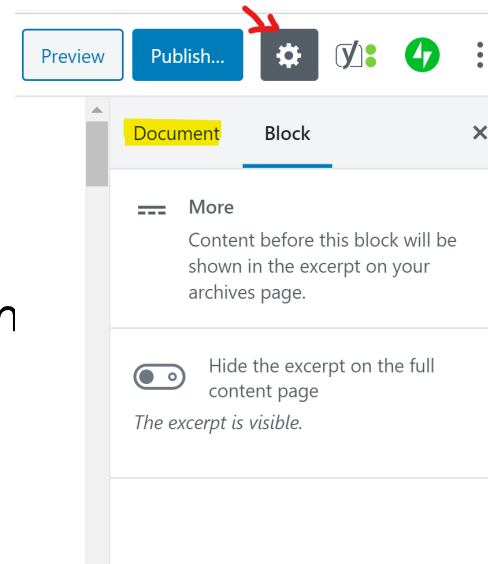



- Scroll to the very end of your post.
- Underneath it you will find the excerpt meta box to insert your text.





THE EXCERPT OPTION - BLOCK EDITOR

- In the block editor Excerpts are enabled by default.
- If you do not see the excerpt when you open your post, click on the Gear icon on the right



Tags 

Featured image 

Excerpt 

Write an excerpt (optional)

- Scroll down in the right sidebar until you see the word Excerpt with a down arrow.
- Click on the arrow to expand the excerpt meta box.
- Enter your text and Save Draft or Publish

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Questions?

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I am always happy to help!