Creating an Author Profile

Authors · https://mister-mixmania.com/en/support/creating-an-author-profile/

1. Navigate to "Authors"

In the WordPress dashboard, find **"Authors"** in the left-hand menu. Click **"Add New"** to create a new author profile.

2. Creating the author

- **Name:** enter first and last name.
- **Profile data:**
  - **Display name** — the name shown later in the author box / under the post (can differ from the real name).
  - **Email** — only shown on the frontend if configured accordingly.
  - **Website** — link to a blog, agency page or profile. Leave blank to hide the field on the frontend.
  - **Phone** — only shown on the frontend if configured accordingly.
  - **Job title** and **Company** — appear directly under the author's name. Leave blank to hide them.
  - **Company URL** — the link target for the company name. Leave blank to disable the link.
- **Biography** — a short summary covering professional background, relevant publications and areas of expertise.
- **Short biography** — an alternate short form that can be shown instead of the full biography.
- **Social media** — several profiles can be added; empty profiles are not shown. Missing a network? Contact support.

3. Adjusting author settings

- **Profile image:** square, ideally 600×600 px, compressed as JPG.
- **Author box settings:** default settings for the author box, where available.

4. Saving and publishing

Save as a **draft** or **publish** directly.

5. Editing an author

Published author profiles can be edited at any time under "Authors".