



Once you are logged in into your DISH Weblisting Premium account, click on the **POSTS** icon.

The screenshot shows the DISH Weblisting Premium dashboard. At the top, the navigation bar includes the DISH WEBLISTING logo on the left and the user's name 'Bienvenue Wildparkstraße 32' with a profile icon and a help icon on the right. Below the navigation bar, there are five icons: DASHBOARD, PROFILE, DIRECTORIES, REVIEWS, and POSTS. The POSTS icon is highlighted with an orange box. The main content area is divided into several sections:

- Profile Completeness:** A section with a 92% progress indicator. It lists 'Description' as an area for improvement and includes an 'UPDATE PROFILE' button.
- Directories Status:** A section showing '46 Listings in sync', '1 Listings being updated', and '1 Listings requiring your attention'. It includes a 'MANAGE DIRECTORIES' button.
- Latest Reviews:** A section showing two reviews. The first review is from 'a month ago' with a 3-star rating and the text 'Food is ok, service is bad'. The second review is from 'a year ago' with a 4-star rating and the text 'Guter Service aber leider kalte Hauptspeise'. It includes a 'Manage Reviews' button.
- Clicks on Google:** A line chart showing clicks on Google for 'Directions', 'Website', and 'Phone' from 05-01 to 05-16. The legend indicates: Directions (red), Website (blue), Phone (green).
- Average Rating:** A section showing an average rating of 3.0 from 1 review. It includes a 5-star rating scale with 100% of reviews at 3 stars.



Click on the **drop-down menu** to select the post type.

DISH WEBLISTING Bienvenue
Wildparkstraße 32

DASHBOARD **PROFILE** **DIRECTORIES** **REVIEWS** **POSTS**

Post data

Publish posts to update your potential or existing customers about news, special offers or changes with regards to your business. The posts will appear prominently in news feeds or search results of your business listings and can be updated by you any time. You can add a redirect link to your website or pictures to support the message of your post.

POST TYPE
News

TITLE
Insert your post title here

CONTENT
This is your post content. Keep it simple and with max 1500 characters.

ADD A REDIRECT LINK
None

REDIRECT LINK
Insert the link

Attach media

UPLOAD UP TO 10 PHOTOS TO COMPLETE YOUR PUBLICATION

+

Preview

The content will appear here

Published posts

RE-USE PREVIOUS POSTS AS TEMPLATES FOR NEW CONTENT.

Publish directories

SELECT BELOW THE DIRECTORIES YOU WANT TO POST ON

- Google Search
- Facebook
- Cylex
- BrownBook
- iGlobal
- Navmii
- Hotfrog
- Go Yellow



Choose between **news** and **offer**.

DISH WEBLISTING Bienvenue
Wildparkstraße 32

DASHBOARD PROFILE DIRECTORIES REVIEWS **POSTS**

Post data

Publish posts to update your potential or existing customers about news, special offers or changes with regards to your business. The posts will appear prominently in news feeds or search results of your business listings and can be updated by you any time. You can add a redirect link to your website or pictures to support the message of your post.

POST TYPE

- News
- Offer**

Insert your post title here

CONTENT

This is your post content. Keep it simple and with max 1500 characters.

ADD A REDIRECT LINK

None

REDIRECT LINK

Insert the link

Attach media

UPLOAD UP TO 10 PHOTOS TO COMPLETE YOUR PUBLICATION

+

Preview

The content will appear here

Published posts

RE-USE PREVIOUS POSTS AS TEMPLATES FOR NEW CONTENT.

Publish directories

SELECT BELOW THE DIRECTORIES YOU WANT TO POST ON

- Google Search
- Facebook
- Cylex
- BrownBook
- iGlobal
- Navmii
- Hotfrog
- Go Yellow



Here you can enter a title to your post. Simply click on the **text field** and type your title.

DISH WEBLISTING Bienvenue
Wildparkstraße 32  

DASHBOARD **PROFILE** **DIRECTORIES** **REVIEWS** **POSTS**

Post data

Publish posts to update your potential or existing customers about news, special offers or changes with regards to your business. The posts will appear prominently in news feeds or search results of your business listings and can be updated by you any time. You can add a redirect link to your website or pictures to support the message of your post.

POST TYPE
News

TITLE
Insert your post title here

CONTENT
This is your post content. Keep it simple and with max 1500 characters.

ADD A REDIRECT LINK
None

REDIRECT LINK
Insert the link

Attach media

UPLOAD UP TO 10 PHOTOS TO COMPLETE YOUR PUBLICATION



Preview

The content will appear here

Published posts

RE-USE PREVIOUS POSTS AS TEMPLATES FOR NEW CONTENT.

Publish directories

SELECT BELOW THE DIRECTORIES YOU WANT TO POST ON

- Google Search
- Facebook
- Cylex
- BrownBook
- iGlobal
- Navmii
- Hotfrog
- Go Yellow



In this **text field** you can enter your post content.

DISH WEBLISTING Bienvenue
Wildparkstraße 32

DASHBOARD **PROFILE** **DIRECTORIES** **REVIEWS** **POSTS**

Post data

Publish posts to update your potential or existing customers about news, special offers or changes with regards to your business. The posts will appear prominently in news feeds or search results of your business listings and can be updated by you any time. You can add a redirect link to your website or pictures to support the message of your post.

POST TYPE
News

TITLE
Bienvenue News

CONTENT
[This is your post content. Keep it simple and with max 1500 characters.]

ADD A REDIRECT LINK
None

REDIRECT LINK
Insert the link

Attach media

UPLOAD UP TO 10 PHOTOS TO COMPLETE YOUR PUBLICATION

Preview

Bienvenue News
The content will appear here

Published posts

RE-USE PREVIOUS POSTS AS TEMPLATES FOR NEW CONTENT.

Publish directories

SELECT BELOW THE DIRECTORIES YOU WANT TO POST ON

- Google Search
- Facebook
- Cylex
- BrownBook
- iGlobal
- Navmii
- Hotfrog
- Go Yellow



Click on the **drop-down menu**, if you want to add a redirecting link to your post.

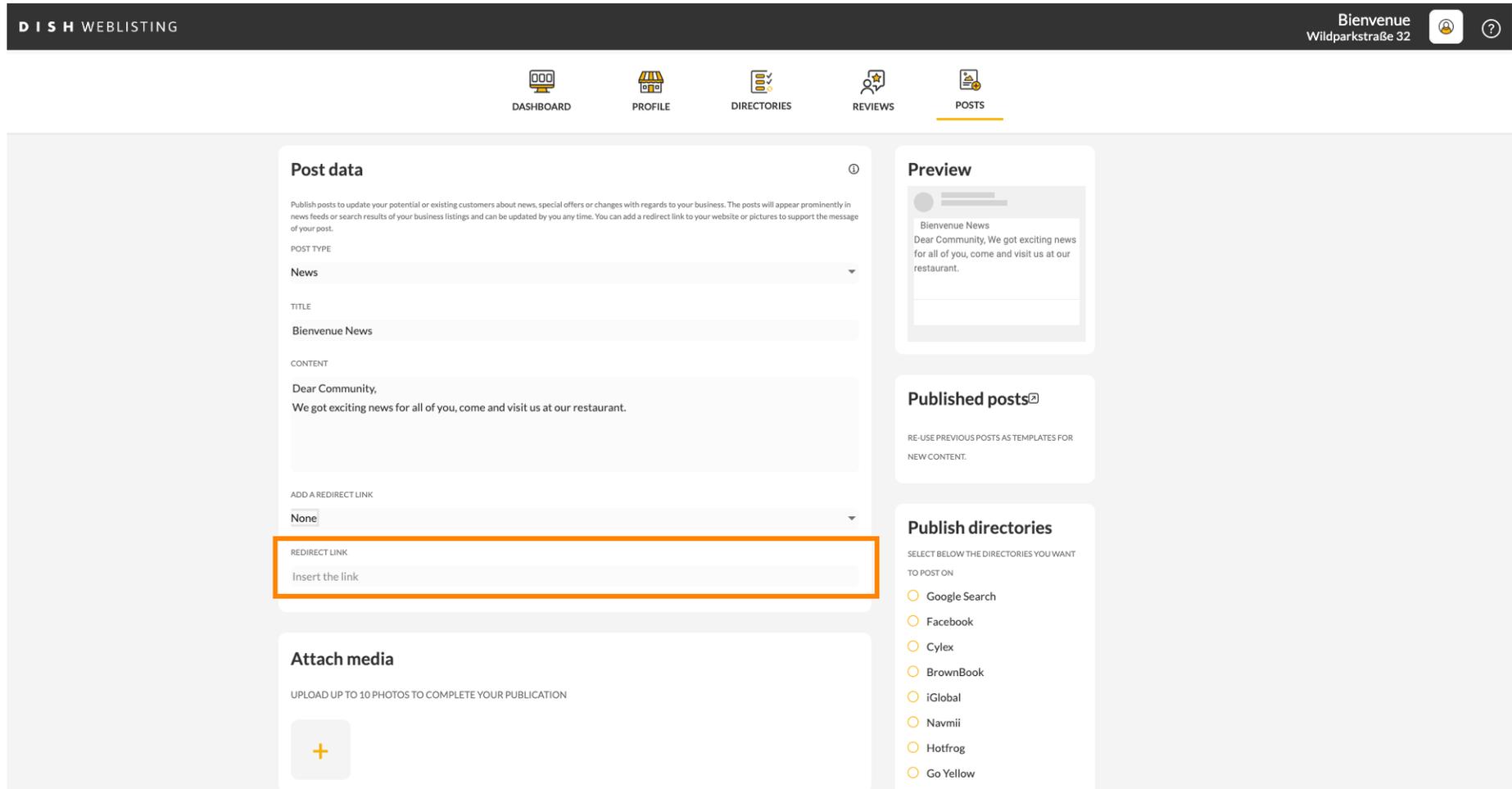
The screenshot shows the DISH Weblisting Premium dashboard. At the top, there is a navigation bar with the DISH WEBLISTING logo on the left and the user's name 'Bienvenue Wildparkstraße 32' on the right. Below the navigation bar is a menu with icons for DASHBOARD, PROFILE, DIRECTORIES, REVIEWS, and POSTS. The POSTS section is active and highlighted. The main content area is divided into several sections: 'Post data', 'Preview', 'Published posts', and 'Publish directories'. The 'Post data' section contains a 'POST TYPE' dropdown menu set to 'News', a 'TITLE' field with 'Bienvenue News', and a 'CONTENT' field with 'Dear Community, We got exciting news for all of you, come and visit us at our restaurant.' Below this is the 'ADD A REDIRECT LINK' dropdown menu, which is highlighted with an orange border and currently shows 'None'. Below the dropdown menu is a 'REDIRECT LINK' field with the placeholder text 'Insert the link'. The 'Attach media' section at the bottom left has a plus sign icon. The 'Preview' section shows a preview of the post with the text 'Bienvenue News Dear Community, We got exciting news for all of you, come and visit us at our restaurant.' The 'Published posts' section has a note: 'RE-USE PREVIOUS POSTS AS TEMPLATES FOR NEW CONTENT.' The 'Publish directories' section has a note: 'SELECT BELOW THE DIRECTORIES YOU WANT TO POST ON' and a list of directories: Google Search, Facebook, Cylex, BrownBook, iGlobal, Navmii, Hotfrog, Go Yellow, and others.



Then select the **type** of the link.

The screenshot shows the DISH Weblisting Premium dashboard. At the top, there is a navigation bar with the DISH WEBLISTING logo on the left and the user's name 'Bienvenue Wildparkstraße 32' on the right. Below the navigation bar is a menu with icons for DASHBOARD, PROFILE, DIRECTORIES, REVIEWS, and POSTS. The POSTS section is active and highlighted. The main content area is divided into three columns. The left column is titled 'Post data' and contains a dropdown menu for 'POST TYPE' with the following options: None, Book, Order online, Buy, Learn more, and Sign up. The middle column is titled 'Preview' and shows a preview of a post with the text 'Bienvenue News Dear Community, We got exciting news for all of you, come and visit us at our restaurant.' The right column is titled 'Published posts' and contains the text 'RE-USE PREVIOUS POSTS AS TEMPLATES FOR NEW CONTENT.' Below this is a section titled 'Publish directories' with the text 'SELECT BELOW THE DIRECTORIES YOU WANT TO POST ON' and a list of directories: Google Search, Facebook, Cylex, BrownBook, iGlobal, Navmii, Hotfrog, and Go Yellow. The dropdown menu for 'POST TYPE' is highlighted with an orange border.

 Here you can enter the redirecting link. Simply by copy and paste it.



DISH WEBLISTING Bienvenue
Wildparkstraße 32  

DASHBOARD **PROFILE** **DIRECTORIES** **REVIEWS** **POSTS**

Post data

Publish posts to update your potential or existing customers about news, special offers or changes with regards to your business. The posts will appear prominently in news feeds or search results of your business listings and can be updated by you any time. You can add a redirect link to your website or pictures to support the message of your post.

POST TYPE
News

TITLE
Bienvenue News

CONTENT
**Dear Community,
We got exciting news for all of you, come and visit us at our restaurant.**

ADD A REDIRECT LINK
None

REDIRECT LINK
Insert the link

Preview

Bienvenue News
Dear Community, We got exciting news for all of you, come and visit us at our restaurant.

Published posts

RE-USE PREVIOUS POSTS AS TEMPLATES FOR NEW CONTENT.

Publish directories

SELECT BELOW THE DIRECTORIES YOU WANT TO POST ON

- Google Search
- Facebook
- Cylex
- BrownBook
- iGlobal
- Navmii
- Hotfrog
- Go Yellow

Attach media

UPLOAD UP TO 10 PHOTOS TO COMPLETE YOUR PUBLICATION





Click on the **plus symbol** to add images to your post.

The screenshot shows the DISH Weblisting Premium dashboard. At the top, there's a navigation bar with the logo 'DISH WEBLISTING' on the left and user information 'Bienvenue Wildparkstraße 32' on the right. Below the navigation bar is a menu with icons for DASHBOARD, PROFILE, DIRECTORIES, REVIEWS, and POSTS. The 'POSTS' section is active, showing a form for creating a new post. The form includes fields for 'TITLE' (containing 'Bienvenue News'), 'CONTENT' (containing 'Dear Community, We got exciting news for all of you, come and visit us at our restaurant.'), and 'ADD A REDIRECT LINK' (set to 'None'). Below the form is the 'Attach media' section, which has a sub-header 'UPLOAD UP TO 10 PHOTOS TO COMPLETE YOUR PUBLICATION' and a large plus sign icon highlighted with an orange box. To the right of the form, there are two sidebars: 'Published posts' with the text 'RE-USE PREVIOUS POSTS AS TEMPLATES FOR NEW CONTENT.' and 'Publish directories' with a list of directories to post on, including Google Search, Facebook, Cylex, BrownBook, iGlobal, Navmii, Hotfrog, Go Yellow, Where To, Jello, and Find Open. At the bottom right, there is a 'Publish' button.



Here you can see a preview of your post.

The screenshot shows the DISH Weblisting Premium dashboard. At the top, there is a navigation bar with the DISH WEBLISTING logo on the left and the user's name 'Bienvenue Wildparkstraße 32' on the right. Below the navigation bar is a menu with icons for DASHBOARD, PROFILE, DIRECTORIES, REVIEWS, and POSTS. The POSTS section is active and highlighted with an orange underline. The main content area is divided into several sections: 'Post data' (with a description of post types and fields for POST TYPE, TITLE, CONTENT, ADD A REDIRECT LINK, and REDIRECT LINK), 'Attach media' (with a plus sign icon), 'Preview' (highlighted with an orange border, showing a post preview for 'Bienvenue News'), 'Published posts' (with a note to re-use previous posts as templates), and 'Publish directories' (with a list of directories to post on, including Google Search, Facebook, Cylex, BrownBook, iGlobal, Navmii, Hotfrog, and Go Yellow).



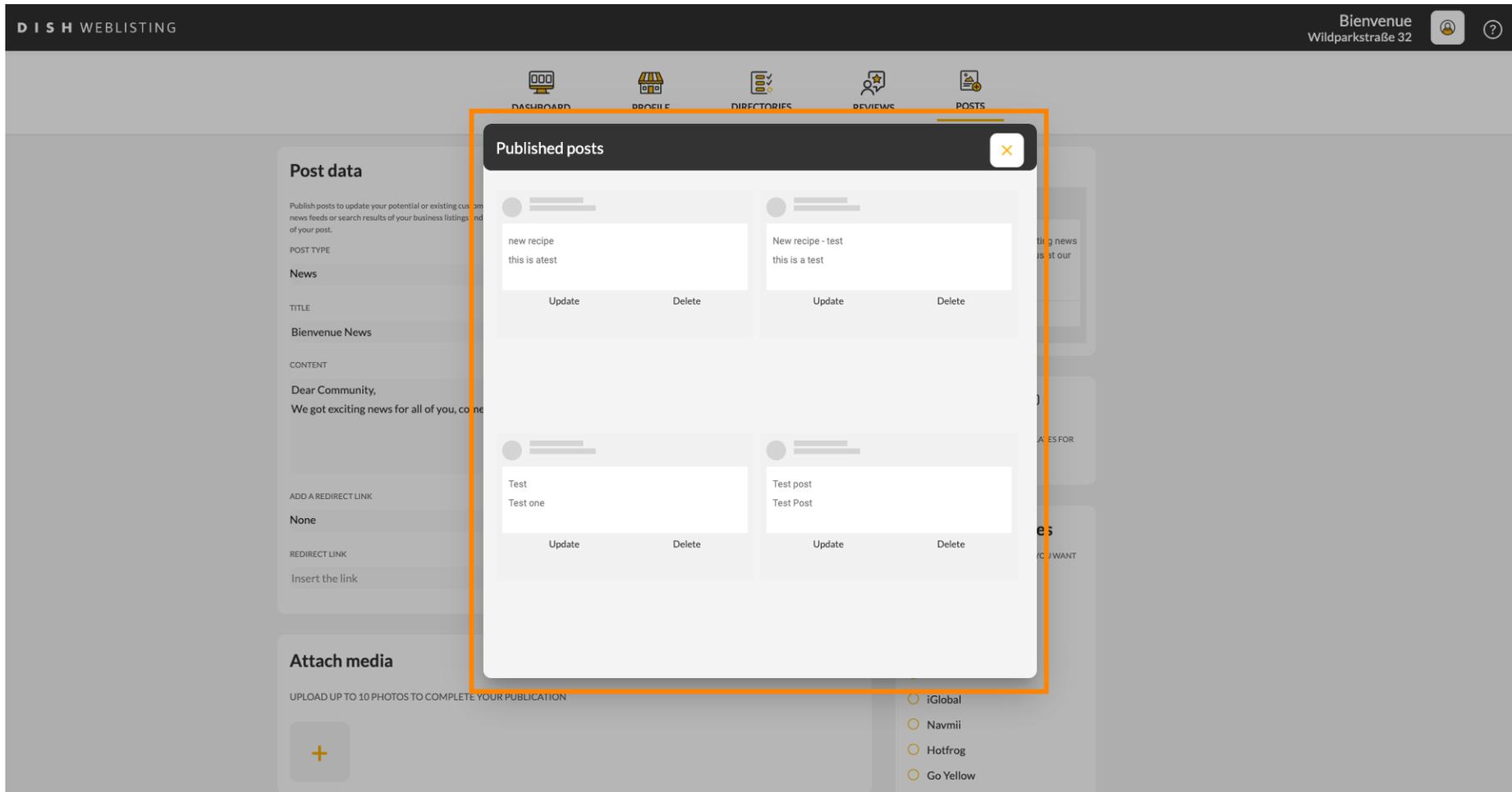
You can also re-use previous post as a template for new content. Simply click on **Published posts**.

The screenshot shows the DISH Weblisting Premium dashboard. At the top, there is a navigation bar with the logo 'DISH WEBLISTING' on the left and user information 'Bienvenue Wildparkstraße 32' on the right. Below the navigation bar is a menu with icons for 'DASHBOARD', 'PROFILE', 'DIRECTORIES', 'REVIEWS', and 'POSTS'. The 'POSTS' section is active and highlighted with an orange underline. The main content area is divided into several panels:

- Post data**: Contains instructions on how to publish posts, a dropdown for 'POST TYPE' set to 'News', a 'TITLE' field with 'Bienvenue News', a 'CONTENT' field with 'Dear Community, We got exciting news for all of you, come and visit us at our restaurant.', an 'ADD A REDIRECT LINK' dropdown set to 'None', and a 'REDIRECT LINK' field with the placeholder 'Insert the link'.
- Attach media**: Contains the instruction 'UPLOAD UP TO 10 PHOTOS TO COMPLETE YOUR PUBLICATION' and a large plus sign icon for uploading.
- Preview**: Shows a preview of the post content, including the title 'Bienvenue News' and the main text 'Dear Community, We got exciting news for all of you, come and visit us at our restaurant.'.
- Published posts**: A button with a document icon and the text 'Published posts' is highlighted with an orange border. Below it, the text reads 'RE-USE PREVIOUS POSTS AS TEMPLATES FOR NEW CONTENT.'
- Publish directories**: Contains the instruction 'SELECT BELOW THE DIRECTORIES YOU WANT TO POST ON' and a list of directories with radio buttons: Google Search, Facebook, Cylex, BrownBook, iGlobal, Navmii, Hotfrog, and Go Yellow.



You will then see an overview of your published posts, which you then can copy.





With a DISH Weblisting Premium subscription you can select additional directories where you can publish your post.

The screenshot shows the DISH Weblisting Premium interface. At the top, the navigation bar includes 'DISH WEBLISTING' on the left and 'Bienvenue Wildparkstraße 32' with user profile and help icons on the right. The main navigation menu has icons for 'DASHBOARD', 'PROFILE', 'DIRECTORIES', 'REVIEWS', and 'POSTS' (which is active). The 'POSTS' section is divided into a form on the left and a right-hand panel. The form includes fields for 'News' (a dropdown menu), 'TITLE' (containing 'Bienvenue News'), 'CONTENT' (containing 'Dear Community, We got exciting news for all of you, come and visit us at our restaurant.'), 'ADD A REDIRECT LINK' (a dropdown menu set to 'None'), and 'REDIRECT LINK' (a text input field). Below the form is an 'Attach media' section with the instruction 'UPLOAD UP TO 10 PHOTOS TO COMPLETE YOUR PUBLICATION' and a plus sign icon. The right-hand panel contains a 'Published posts' section with the text 'RE-USE PREVIOUS POSTS AS TEMPLATES FOR NEW CONTENT.' and a 'Publish directories' section. The 'Publish directories' section is highlighted with an orange border and contains the text 'SELECT BELOW THE DIRECTORIES YOU WANT TO POST ON' followed by a list of directories: Google Search, Facebook, Cylex, BrownBook, iGlobal, Navmii, Hotfrog, Go Yellow, Where To, Jello, and Find Open. At the bottom of the right-hand panel is a 'Publish' button.

Simply click on the **directories** you want to post on.

The screenshot displays the DISH Weblisting Premium dashboard. At the top, the navigation bar includes the DISH WEBLISTING logo on the left and the user's name 'Bienvenue Wildparkstraße 32' along with profile and help icons on the right. Below the navigation bar, a menu contains icons for DASHBOARD, PROFILE, DIRECTORIES, REVIEWS, and POSTS, with POSTS being the active tab. The main content area is divided into several sections: a 'NEW CONTENT' section, a 'Publish directories' section, and a 'Publish' section. The 'Publish directories' section is highlighted with an orange border and contains a list of directories to post on, with 'Google Search' and 'Facebook' selected. The 'Publish' section includes a warning message and a 'PUBLISH' button. The footer contains links for 'Contacts', 'Terms of use', 'Data privacy', and 'Cookie settings', along with a copyright notice for Hospitality Digital 2020.

DISH WEBLISTING

Bienvenue
Wildparkstraße 32

DASHBOARD PROFILE DIRECTORIES REVIEWS POSTS

ADD A REDIRECT LINK
None

REDIRECT LINK
Insert the link

Attach media
UPLOAD UP TO 10 PHOTOS TO COMPLETE YOUR PUBLICATION

NEW CONTENT.

Publish directories
SELECT BELOW THE DIRECTORIES YOU WANT
TO POST ON

- Google Search
- Facebook
- Cylex
- BrownBook
- iGlobal
- Navmii
- Hotfrog
- Go Yellow
- Where To
- Jello
- Find Open

Publish
MAKE SURE YOU FILL IN ALL REQUIRED FIELDS
CORRECTLY AHEAD OF PUBLISHING.

PUBLISH

Contacts Terms of use Data privacy Cookie settings

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Once you are done setting up your post, click on **PUBLISH** to publish it.

The screenshot shows the DISH Weblisting Premium dashboard. At the top, the navigation bar includes the DISH WEBLISTING logo on the left and the user profile 'Bienvenue Wildparkstraße 32' on the right. Below the navigation bar, there are five menu items: DASHBOARD, PROFILE, DIRECTORIES, REVIEWS, and POSTS. The POSTS menu item is highlighted with an orange underline. The main content area is divided into several sections. On the left, there is a section for 'ADD A REDIRECT LINK' with a dropdown menu set to 'None' and a text input field for 'REDIRECT LINK' containing 'Insert the link'. Below this is the 'Attach media' section, which includes the text 'UPLOAD UP TO 10 PHOTOS TO COMPLETE YOUR PUBLICATION' and a large plus sign icon. On the right side, there is a 'NEW CONTENT' section, followed by a 'Publish directories' section. This section contains the text 'SELECT BELOW THE DIRECTORIES YOU WANT TO POST ON' and a list of directories with radio buttons: Google Search, Facebook, Cylex, BrownBook, iGlobal, Navmii, Hotfrog, Go Yellow, Where To, Jello, and Find Open. Below the directory list is a 'Publish' section with the text 'MAKE SURE YOU FILL IN ALL REQUIRED FIELDS CORRECTLY AHEAD OF PUBLISHING' and a prominent orange 'PUBLISH' button. At the bottom of the dashboard, there is a footer with links for 'Contacts', 'Terms of use', 'Data privacy', and 'Cookie settings', along with the copyright notice '© Hospitality Digital 2020 - All rights reserved'.



That's it. You have completed the tutorial and now know how to post content.

The screenshot displays the DISH Weblisting Premium dashboard. At the top, a dark header contains the logo 'DISH WEBLISTING' on the left, a green notification box in the center stating 'Your post was successfully published', and user information 'Bienvenue Wildparkstraße 32' on the right. Below the header is a navigation menu with icons for Dashboard, Profile, Directories, Reviews, and Posts (which is highlighted). The main content area is divided into several sections: a 'NEW CONTENT' section with a 'Publish directories' list (including Google Search, Facebook, Cylex, BrownBook, iGlobal, Navmii, Hotfrog, Go Yellow, Where To, Jello, and Find Open), an 'Attach media' section with a '+', and a 'Publish' button. The footer contains links for 'Contacts', 'Terms of use', 'Data privacy', and 'Cookie settings', along with the copyright notice '© Hospitality Digital 2020 - All rights reserved'.



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