

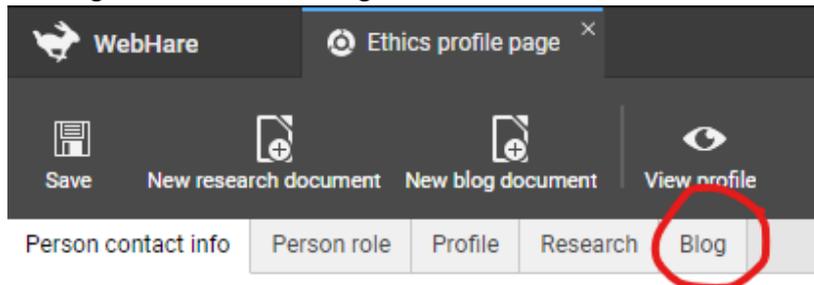
# Manual: submitting a blogpost to the 4TU Ethics Blog

Step 1. Log in to your 4TU Ethics account on the 4TU website:

<https://www.4tu.nl/ethics/>

Username is your university email address. If you forgot your password, click “forgot password”

Step 2: Navigate to the tab “blog”



On the right side of the screen, click “add”

Step 3: Write down the text, or copy/paste your text from another document.

On the right side, add the **title** and author **name**

## Name and title

Name:

Title:

## SEO / Meta tags

Description:

Step 4: Work on the **layout** of the text. See the example layout below

- Use short paragraphs
- Make sure your language is suitable for a wider audience
- Use subheadings between paragraphs:
  - o Select the text and choose “**Heading 2**”
- If you want to add a **link** to another webpage, select the text, click on the **link icon**, and add the URL.



- If you want to add **an image throughout** the text, click the image symbol and add an image from your computer. Below the image, write **the image source**.



- Include a list of references and notes at the end (if applicable)

Step 5: Add **header image**.

At the right bottom of the page, click “header”, and then click “add”

Choose a picture from your computer.

Tick the box “Show photo credits” and add the **image source**.

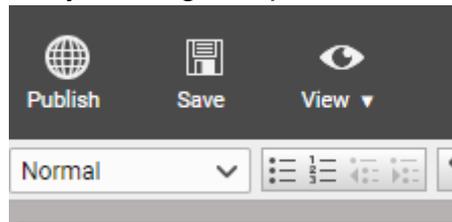
Step 6: Select **topics**

At the right bottom of the page, click “tags” and select the **topics** that are appropriate for your blog.

Step 7: **Save** your work in the top left.

Here you can also **view** how the blog looks in published version

When you are finished, click **publish** to submit for publication. The editorial team will now copy-edit your blog and publish it.



## Introduction → Heading 2

At eight o'clock Kutuzov rode to Pratz at the head of Miloradovich's fourth column, the one which was to take the place of the columns of Przebyszewski and Langeron, which had already gone down. He greeted the men of the head regiment and gave the order to move, thus showing that he intended to lead the column himself. Having ridden to the village of Pratz, he halted. Prince Andrei, one of the enormous number of persons constituting the commander in chief's suite, stood behind him. Prince Andrei felt excited, irritated, and at the same time restrainedly calm, as a man usually is when a long-desired moment comes. He was firmly convinced that this was the day of his Toulon or his bridge of Arcole <sup>[1]</sup>

## Strategic plan

How it would happen, he did not know, but he was firmly convinced that it would be so. The locality and position of our troops were known to him, as far as they could be known to anyone in our army. His own strategic plan, which there obviously could be no thought of carrying out now, was forgotten. Now, entering into Weyrother's plan, Prince Andrei pondered the possible happenstances and came up with new considerations, such as might call for his swiftness of reflection and decisiveness.



Image source: [letterboxd.com](https://letterboxd.com)

To the left below, in the fog, exchanges of fire between unseen troops could be heard. There, it seemed to Prince Andrei, the battle would concentrate, there an obstacle would be encountered, and "it's there that I'll be sent with a brigade or division, and there, with a standard in my hand, I'll go forward and crush everything ahead of me."

Prince Andrei could not look with indifference at the standards of the battalions going past him. Looking at a standard, he thought: maybe it is that very standard with which I'll have to march at the head of the troops

## Notes

[1]. [This is an excerpt from War and Peace](#) by Leo Tolstoy. For educational purposes only.

## References → Link

Tolstoj, Leo. *War and Peace*