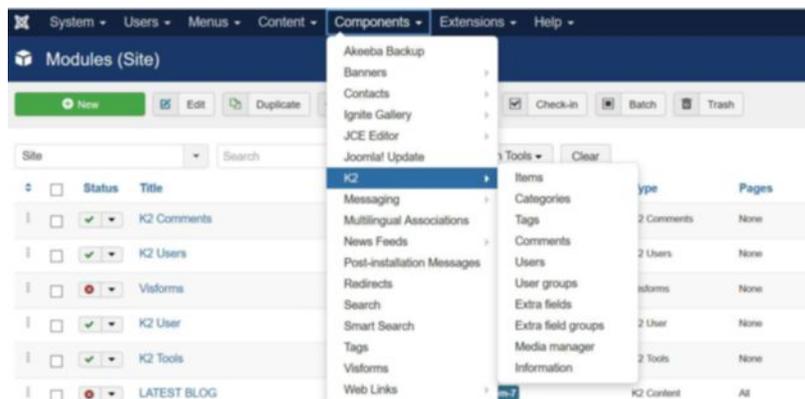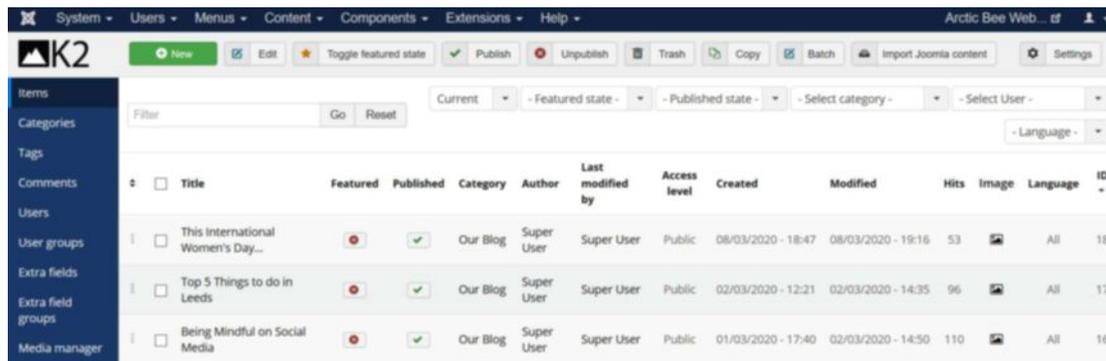# K2 User Guide - Joomla

K2 is a component that enables a certain type of layout when editing articles. You can see if you have K2 by going to the components menu.
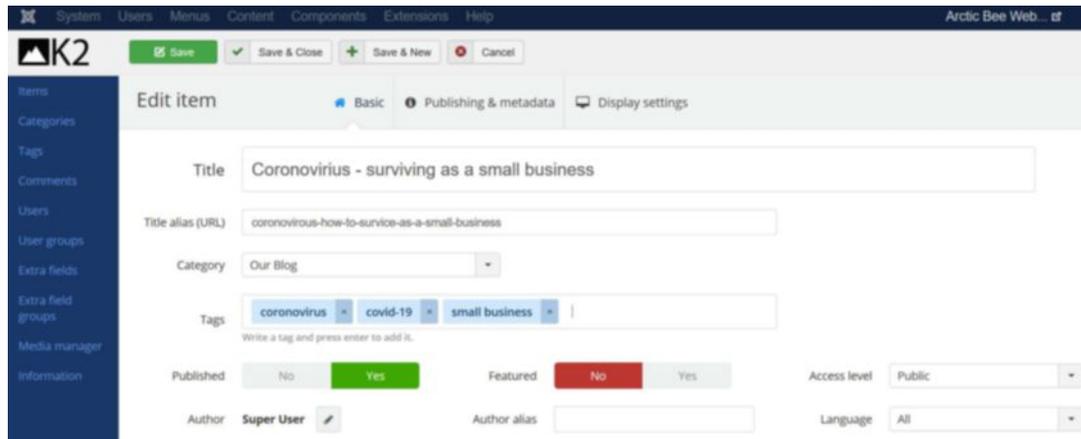

It is mostly used for blogging. Check the categories of the K2 items by looking in the category list.

Click on an article to edit it. The type and save as per any content article.

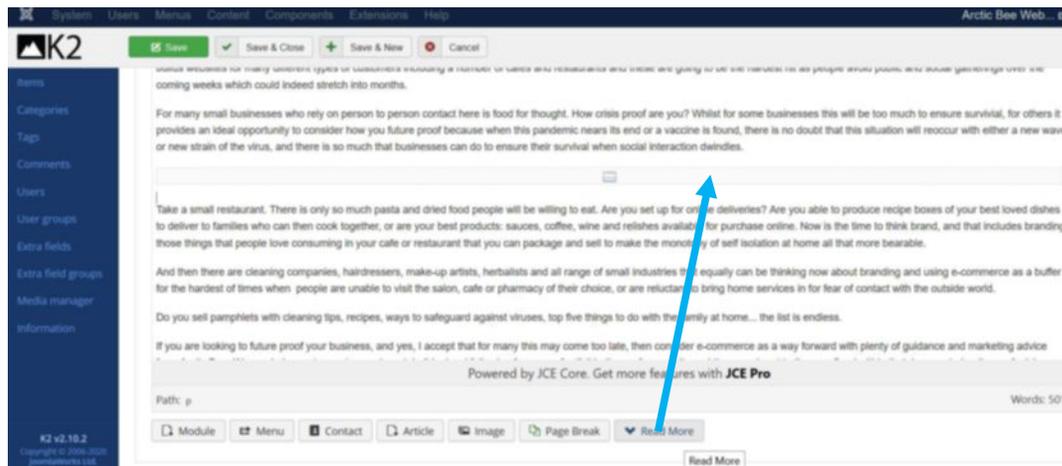To add a new article click on New. An edit window will open.

Enter a title for your article. This is the title of the article as it appears on the front end.

Enter a title alias – this will appear in the url for the page so should contain keywords and no gaps in the file name. Use dashes – to close any gaps in the name
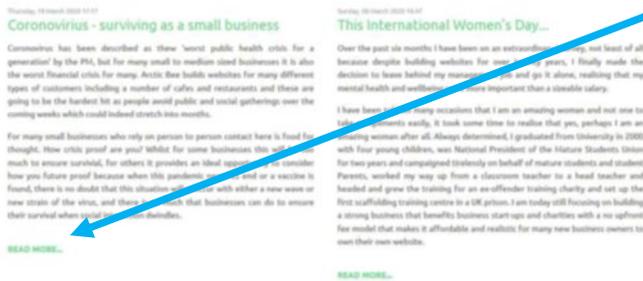
Ensure the category is set properly. In this case the category is Our Blog

Enter some tags which will be useful if people use a search facility on your website. Enter keywords and then press enter after each one

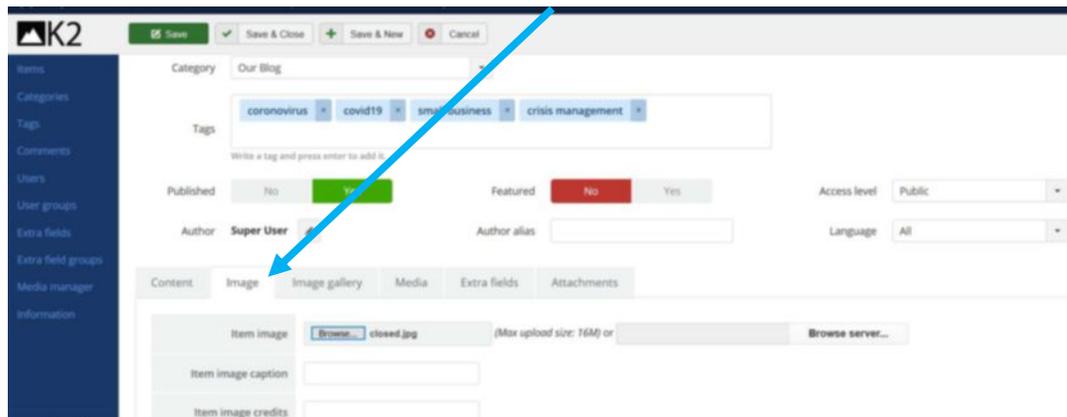Now scroll down to the article window and type your text.

At the bottom of the article window you will see a Read More button. You can place this after the first or second paragraph. This is because when you publish your article, your blog digest page will show a read more link where the article splits, as shown below.

How much you should type before the Read More link will depend upon your blog page. Check previous articles for a rough idea of how much text to type before and after and then save the article and check the front end of the website. It can always be adjusted.

Now, to add an image to the article, go to images and then upload an image. You can also add multiple images in gallery and multimedia files.

When you click on the blog in the front end, the image appears.

If you then post a link on social media, the image will appear with the article:

Now press Save to save the blog post or article.