**To add tags and categories to your blog:**

Tags and categories make your blog easier to navigate.

When you are posting in the **Dashboard** you have the option to add categories and tags:



You add one Category for each post and several tags. Tags are keywords to describe the content. Separate them with commas.

Once you’ve made tags you can go to **Appearance** and **Widgets** and drag the **Tag Cloud** and **Categories** across to the **Sidebar** so that they are displayed on your blog.