How to Create and Manage Post Tags

Before you begin

- The producer dashboard includes Posts, Tags, Categories, and Comments under Posts.
- Blog access is controlled by the producer’s subscription plan. When Blog is unavailable, dynamic blog functions are locked, but static website pages can still be created.
- Posts are distinct from static pages created in Kong Builder. Website pages and navigation menus are managed separately.
- Images used in posts should be selected from the producer’s available media assets; check published appearance after saving.

Step-by-step

1. Open Posts → Tags.
2. Add or edit the tag, then assign it to the relevant post.
3. Save and confirm the tag is displayed or used as intended.

Verify the result

Check the saved dashboard record and, where applicable, the published producer website. Test only with your own content or contact details, and do not assume a setting is active until the current interface confirms it.

Editorial review required: This article is based on established BeatKongs specifications. Confirm the exact buttons, fields, plan behavior, and published result against the latest working interface

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before making it public. No demo screenshots or unverified links are included.

Attached files:

Unique solution ID: #1200
Author: BeatKongs Support
Last update: 2026-10-19 18:29

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