

Add, edit, and view comments in a blog

Blogs are typically designed so that people can comment on the blog posts. Comments help to make blogs more interactive and dynamic. Depending on how the blog is set up, you can add comments to it, edit your own comments, and view comments from other people.

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Overview

At the top level of a blog, the blog posts are listed in reverse chronological order and a **Comments** link is displayed below each post along with the number of comments.

When you click a **Comments** link for a post, you can see all of the comments that have already been added to that post and you can add a new comment. The name of the person who made the comment, and the date and time of the comment are listed underneath each comment. You can view comments for each post, view all comments for all of the posts in a blog, or view just the comments that you have made.

If you are reading a specific post, you can see its comments and the box where you can add more comments.

Depending on how the blog is set up, you can edit comments after you have made them.

To add or edit comments, you must have permissions to contribute to the **Comments** list. To view comments, you must have permissions to read items in the list.

Add comments to a blog post

1. On the home page of the blog, scroll to the blog post that you want to comment on, and then click the **Comments** link that appears below the post. If you are already viewing the blog post that you want to comment on, you do not need to locate or click the **Comments** link.
2. In the **Add Comments** section, type a title for your comment in the **Title** box.
3. Type your comment in the **Body** box.
4. Click **Submit Comment**

Edit your own comments in a blog post

After you have made a comment, you can edit it if you need to make changes.

1. On the home page of the blog, scroll to the blog post that contains the comment that you want to change, and then click the **Comments** link. If you are already viewing the post that contains the comment that you want to change, you do not need to locate the **Comments** link.
2. Locate the comment that you want to edit.
3. In the upper-right of the comment, click **Edit**.
4. Make the changes that you want to the comment, and then click **Save**.

TIP You can also edit comments directly from the **Comments** list on the blog.

View comments for a specific blog post

- On the home page of the blog, scroll to the blog post that contains the comments that you want to view, and then click the **Comments** link.

View all comments in a blog

1. On the home page of the blog, click **All Site Content**. If you see **Blog Tools** on the home page, you can click **Manage comments**.
2. On the All Site Content page, under **Lists**, click **Comments**.

TIP All comments for the blog are displayed by default. To view only the comments that you have made, click the **View** menu, and then click **My Comments**.