

Creating A Blog

Dr. John Strange

Fall 2008

Revised 8/20/08

If you have already established your Google Account, skip step 1.

1. You should have received an email to your USA email account inviting you to open a Google Account. Accept the invitation to establish your Google Account.
2. Create a UserName. If your UserName is not available, try a new name and check availability before proceeding. Create a Password.
3. After you have created a Google account, email strange.john@gmail.com from your gmail account that will be created when you have set up your Google account.

WRITE DOWN YOUR USERNAME AND PASSWORD IN A SAFE PLACE!

******DO NOT FORGET YOUR Log In (USER) NAME AND PASSWORD.******

2. Open Firefox NOT Explorer. Firefox is Google's browser. If you are using Internet Explorer, I you must switch to Firefox. It has many advanced features and is FAR LESS susceptible to virus attacks. Just go to www.firefox.com and download it for free (Mac or Windows).

3. Go To www.blogger.com

In the upper right corner, Sign in to use Blogger with your Google Account (which you either had or which you created in Step 1). Or, if you did not get an invitation from me, click Create Blog Now and the first thing that you will do is that you will create a Google account. Your user name (by default) will be an existing email account. That is why I prefer that you use my invitation. That may be impossible, however. After signing or creating a Google account in this way,

3. Name Your Blog

a. FOLLOW MY RULES BELOW to name your blog (this will be a new blog EVEN if you already have an account).

I REQUIRE you to name your blog in this way:

Your First Name, Space, Your Last name, apostrophe s, EDM310 Blog

For example I would name my Blog: John Strange's EDM310 Blog

b, Enter Your Blog URL Address

*******I REQUIRE you to use this format (no spaces, no commas!) If you do not use this format for your URL address, you will have 1 letter grade deducted from your Blog grade. Replace yourlastname with begnaud or whatever your last name is followed by your first name (what the University says is your first name).**

Yourlastnameyourfirstinitial(Universityname)edm310fall08

In other words I would use strangejedm310fall08

This will be how you (and other people) get to your Blog

In the address of a browser I would type (following my example)

<http://strangejedm310fall08.blogspot.com>

Capitalization counts. Use all lower case! Follow my example.

c. Do the word verification as required.

4. Choose a Template

You can change the template later if you wish.

5. Create Blog

6. Make your first Post. Put in a title for the post and write a sentence welcoming readers to your Blog in the large section of the page.

7. Publish

8. View Blog

You will now be at what we call the Post Page. At the top of the page you will see 4 tabs: Posting, Settings, Template, View Blog.

Posts are your additions to your blog (text, pictures, links, audio, even video). You are required to make at least two posts every week (by midnight Thursday and midnight Monday). You must address the topics contained in a separate handout which is available on the class blog.

Settings:

1. Click on the Settings Tab. We will make 2 changes to Settings

Under the Settings Tab there are several sub-tabs including Formatting and Comments.

2. Click on Formatting

- a. Under Show (first line), change from 7 posts to 31 days.
- b. Change the Time Zone from PST (Google, Blogger's owner, is in California) to CST. Click on PST and scroll down until you find a reference to CST (or a city in our time zone). Select.
- c. Scroll to bottom of page and Click Save Settings

3. Now Click on the Orange B in the upper left corner of your page. (This takes you to the Dashboard where you can choose which of your Blogs (if you have more than one) to work on. There you can make New Posts or Manage Posts (Edit/View/ or Delete), Settings (like the ones we just changed), and Layout (modify, move, add or delete elements in the Template)

After I have taken your picture and have put it on the web or otherwise provided it to you, we will add your picture to your blog. You may substitute your own picture if you like. It must be appropriate for a professional class!

Google has developed problems with using the pictures I have put on my web site so we will first move the picture I took of you to the computer on which you are working.

In a new browser window (remember - use Firefox), go to your picture using the following address:

. <http://www.johnstrange.com/edm310fall08/yourlastnameyourfirstinitial.jpg>

For example I would use:

<http://www.johnstrange.com/edm310fall08/strangej.jpg>

In Windows right click and save file as... Do not change the name. remember were you put it. On Mac hold mouse down and Save file as...

Return to Blogger

On the right side of the Dashboard you will find a link to Edit profile. Click on it.

Make sure there is a check by Share My profile and Show my real name (unless you have a legitimate reason for NOT doing this and explain it to me).

Under Photograph click on from computer. Browse and find your picture. Upload it. Save settings (at bottom of page).

If you want to use your own picture you would browse for your picture on your computer or pen drive, then upload it

Now you have a blog with your picture on it. Post to your blog at least twice a week.

How do you get to your blog to make a post?

Go to <http://www.blogger.com>
Sign in with your User Name and password

Select the blog on which you want to work (you may have only one choice).

Click New POST to Post to Your Blog. Be sure you enter a title (after Title:) and text (in large space. ALWAYS correct spelling errors (they will be identified). Use correct grammar.

Adding Links and Pictures To Your Blog

Dr. John Strange

Adding Links To A Blog

Create a Post

There are two tabs on the right side of the entry space. Click on Edit Html

Notice that there are several icons in the space just above the area in which you write your post.

One looks like a picture. One looks like a chain link.

First, the chain link.

You use this tool to create a link to a specific web page.

Type in some text that will precede your link. For example you might write: If you would like to go to the home page of the University which I attend

Then click the link icon

You will then have to fill in the web address for the site to which the link is to send people. In this example we would write this address:

<http://www.usouthal.edu>

The computer adds the html code that creates a link

In this example it would be ``

The cursor would be flashing here and after the flashing cursor would be ``

Then Type **CLICK HERE**

Click here will become the link (or button)

Publish Your Post

View Your Blog

Refresh your blog if necessary to see the changes.

Adding A Picture To Your Blog

Turn to your classmate on your right (or behind you. Ask them their name.

Type: I would like to introduce you to one of my classmates. This is (write their name here)

Click the picture icon

You have two choices. One is to select a picture from your computer (or your flash drive if it is connected to your computer). You could also choose a picture from a server (web site).

We will do the latter for this example.

In the URL space type (see explanation below:

<http://www.johnstrange.com/edm310fallr08/LastName.jpg>

Everybody types <http://www.johnstrange.com>

Everybody types [edm310fall08/](http://www.johnstrange.com/edm310fall08/)

Type the LastName of the student you are introducing.

Type the first initial (University name) of the student's name.

Type .jpg This is the type of compression used in photographs

Change the size to small. You can choose to place the picture on the left, right, or center. Choose left for this practice demonstration.

Click Agree to terms

Click Upload

After your picture has been uploaded (a copy will be sent to Google's server in California and put in your Blog folder)

Publish Your Post

View Your Blog

Refresh if necessary (it will probably be necessary)

The picture should appear.