Blogging is a great communication tool you can use with your students. Although there are many different types of blogging sites available, we will focus on Edublogs.

Setting up an account

1. Go to [http://www.edublogs.org/signup](http://www.edublogs.org/signup) and complete the necessary information. Only lowercase letters for your username. Your username will be displayed every time you post an article or comment.
2. On the next page, you can name your blog.

**Blog Domain:** Web address for your blog. Use lowercase letters and do not include spaces. This cannot be changed once you complete your blog registration. Keep it simple.

**Blog Title:** Title of your blog will be seen on the top of your blog pages. You can change the title at any time in the Settings menu.

**Blog Type:** Teacher

3. Congratulations! Make sure to write down your username and password for future use.

**Logging into Edublogs**

http://blogname.edublogs.org/wp-admin

Two different options exist for logging into Edublogs. You can use the above web address and replace blog name with your blog name. You may also go to the main
Edublogs page and click Sign In.

Edublogs

Write your first post

1. Title your post.
2. Add your post content.
3. Include categories and tags.
4. Click Publish when finished with your post.
Categories: Organize your posts so that readers can locate an article quickly. A category can be wordy and creative. A post can have multiple categories.

Tags:Tags are keywords used to describe your post. Typically, tags are one or two words. A user can click on a tag and it will take them to multiple articles with that same tag. A post can have many tags.

Post vs. Page

Post: Each time you submit a post/article, it appears on your main blog page in reverse chronological order – newest post at the top of the page.

Page: Separate and not connected to a post, a page allows you to create a static web page. Unlike the main blog posts, a page is not updated frequently. The About Me page is an example.

Edit your posts

Using the left sidebar, click Posts. Click All Posts.

Choose the article you wish to edit. As your mouse scrolls over the title, a menu bar will appear. Click Edit.

Pages: About Me

Using the left sidebar, click Pages.

Locate the About page and put your mouse over the title to view the menu bar. Click Edit.

Similar editing tools are available for pages. However, you will not include categories or tags. Type in content for the About page. To add more pages, click Pages from the left sidebar. Click Add New.
In Settings (left sidebar) under Discussion, you can determine how you want to manage comments.

We suggest moderating comments before they appear on the blog.

Appearance

Using the left sidebar, choose Appearance, then click Themes.

Your current theme is listed at the top.
Other themes are listed below. Scroll to find a suitable theme.

Click Preview to view a larger example of that theme.

Once you have chosen a theme, click Activate.

Other Information

When writing in the Blog

1. NEVER give out ANY personal information. Don't use names of real people (including yourself), place, addresses (street or email), phone numbers etc..

2. Use appropriate language for school. No slang, vulgar language, derogatory comments, obscene comments, swearing etc..

3. Write in English without text slang or abbreviations and use complete sentences; all responses should be written using conventional English.
4. When disagreeing with someone, do it in a polite and respectful manner. Talk about topics, not people.

5. Focus on the learning topic. This is not a social blog.

6. Anything quoted, paraphrased or copied from another source **MUST** be cited.

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