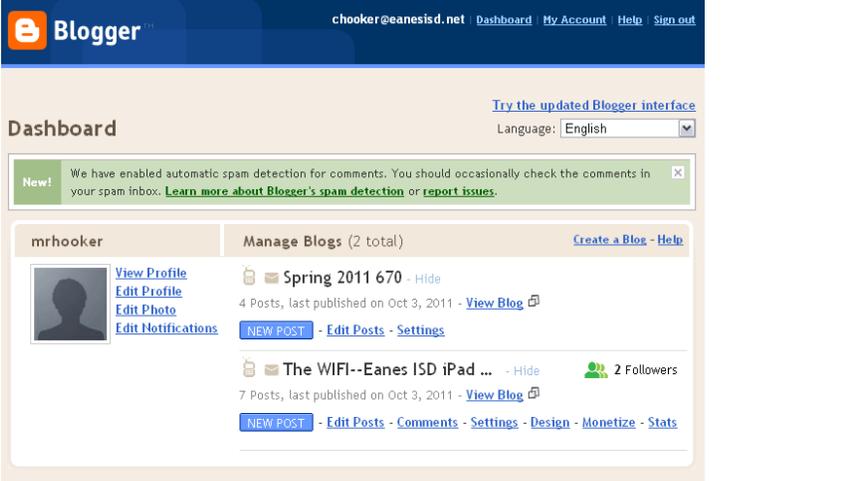
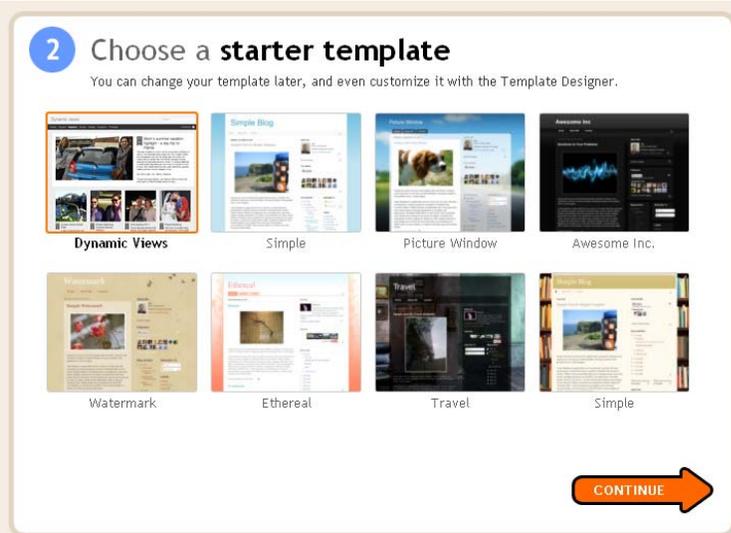


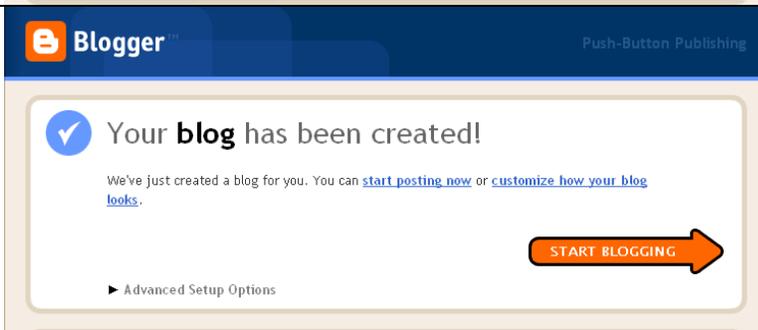
Blogger Set-up instructions.

<p>Go to Blogger.com/home Use your eanes Gmail account to log in (it might take you to this dashboard automatically if you are already logged in checking email.</p>	
<p>Click on "Create a blog"</p>	
<p>Choose a name for you blog. Choose a blog address (you'll want to check availability) This will be the address you send out to others when you want to send them to your blog Enter in the word verification and then click continue.</p>	

Choose a starter template
And then continue

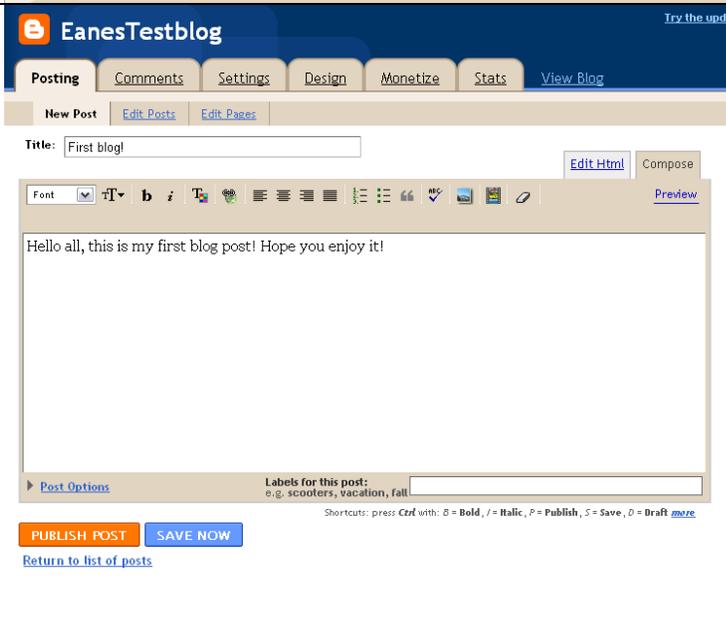


You should get confirmation
that your blog has been
created and you can start
blogging right away



Be sure to title your blog

Use the WYSIWYG editor to
post the body of the message
with photos, files, etc.



Put some labels (tags) so that
your blog is easily found later.
For instance if you were
writing a blog on the Alamo
you might want to include
labels like: "Texas history,
Alamo, davy crockett,
Mexico"

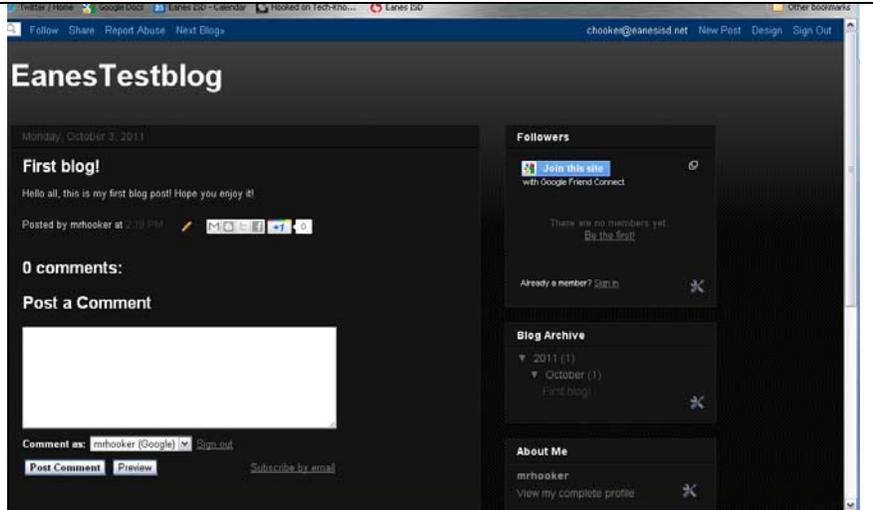
Click Preview to get a sneak
peek.

Hit Save now if you want to
work on it later, or click
"Publish Post" if you are
ready for it to be visible to
the world.



You'll be able to see what your blog looks like to outside readers in Preview or Published mode.

You'll notice some items (like comments) come enabled by default. Below are some settings you might want to adjust:

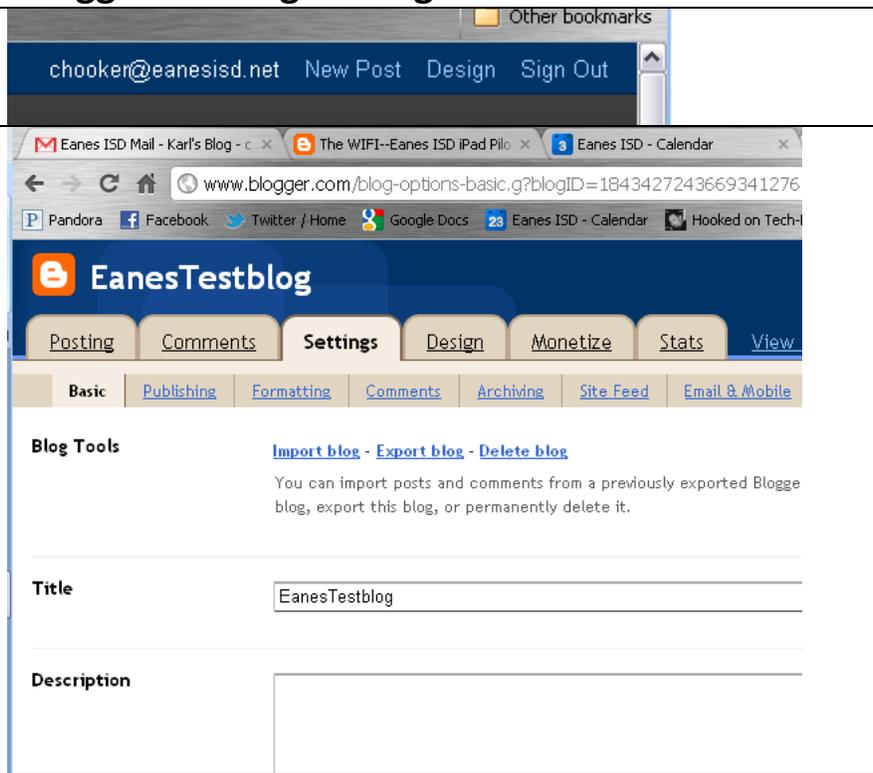


Suggested Blog Settings

Click on "design" in the upper right corner of your blog to go into settings.

Under the settings "basic" tab, you'll want to check the following items.

Add a description for you blog



Under the Settings -> Comments section.

Select whether to show or hide comments.

If you decide to show comments, I'd restrict it to those with Google Accounts or Registered users

I wouldn't make it searchable by search engines unless you don't mind outside district folks being able to find the blog.

Also, here you can select whether you want to moderate comments (recommended if you are showing comments)

For this setting, I'd make it set to "always"

Also, check Yes on Show word verification so you won't get spammed.

Save settings

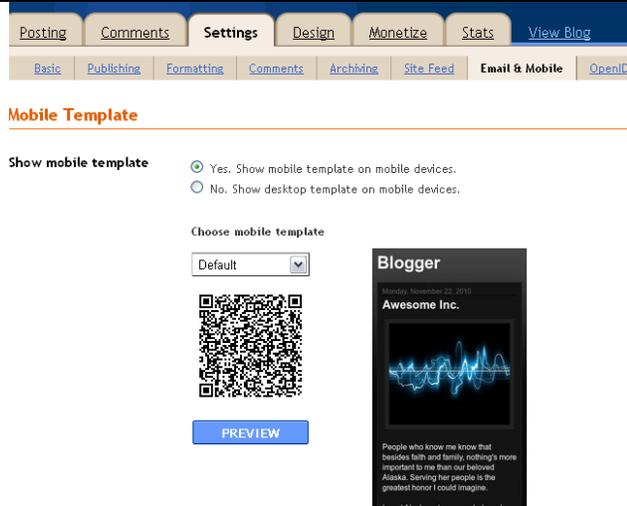
The screenshot shows the WordPress Settings page for 'EanesTestblog', specifically the 'Comments' section. The navigation tabs at the top are 'Posting', 'Comments', 'Settings', 'Design', and 'Monetize'. Below these, there are sub-tabs: 'Basic', 'Publishing', 'Formatting', 'Comments', 'Archiving', and 'Site F'. The 'Comments' section is active, showing options for 'Show' (selected) and 'Hide'. A note states: 'Note: Selecting "Hide" does not delete existing them at any time by re-selecting "Show".'. Under 'Who Can Comment?', 'Registered Users - includes OpenID' is selected. Under 'Comment Form Placement', 'Embedded below post' is selected. The 'Comments Default for Posts' dropdown is set to 'New Posts Have Comments'. A 'Back links' section is partially visible at the bottom.

This screenshot shows the lower portion of the WordPress 'Comments' settings. The 'Comments Timestamp Format' is set to 'October 3, 2011 2:22 PM'. The 'Comment Form Message' field is empty, with a note below it: 'You can use some HTML tags, such as , <i>, <a>'. Under 'Comment moderation', 'Always' is selected, and the 'Only on posts older than' field is set to '14' days. A note says: 'Review comments before they are published. A link will appear on your dashboard when there are comments to review. [Learn more](#)'. The 'Email address' field is empty, with a note: 'We will email you at this address when a non-member leaves a comment on your blog. Leave blank if you don't want to receive these emails.'. Under 'Show word verification for comments?', 'Yes' is selected. A note states: 'This will require people leaving comments on your blog to complete a word verification step, which will help reduce comment spam. [Learn more](#). Blog authors will not see word verification for comments.'

Mobile settings

Under Settings -> Email & Mobile, select: “Yes. Show mobile template on mobile device” to make your blog easier to read on a mobile device.

Save



The screenshot shows the Blogger settings interface. At the top, there are tabs for Posting, Comments, Settings, Design, Monetize, Stats, and View Blog. Below these are sub-tabs for Basic, Publishing, Formatting, Comments, Archiving, Site Feed, Email & Mobile, and OpenID. The 'Email & Mobile' sub-tab is selected, and the 'Mobile Template' section is visible. It includes a 'Show mobile template' section with two radio buttons: 'Yes. Show mobile template on mobile devices.' (selected) and 'No. Show desktop template on mobile devices.' Below this is a 'Choose mobile template' section with a dropdown menu set to 'Default', a QR code, and a 'PREVIEW' button. A preview of a mobile blog post is shown on the right, titled 'Blogger' and 'Awesome Inc.', with a blue waveform graphic and a quote: 'People who know me know that besides faith and family, nothing's more important to me than our beloved Alaska. Seeing her people is the greatest honor I could imagine.'

Lastly, if you want to alter permissions as to who can add to your blog or who can view it, you'll want to go into Permissions under settings.

Depending on the purpose of your blog, you may only want certain people you choose to see the blog. If you are ok with it being public, you can check it so that anybody can see your blog.

You can also add an author if you want someone else inputting into the blog.



The screenshot shows the Blogger settings interface for 'EanesTestblog'. At the top, there are tabs for Posting, Comments, Settings, Design, Monetize, Stats, and View Blog. Below these are sub-tabs for Basic, Publishing, Formatting, Comments, Archiving, Site Feed, and Email & Mobile. The 'Email & Mobile' sub-tab is selected, and the 'Blog Authors' and 'Blog Readers' sections are visible. The 'Blog Authors' section shows '1 Author can post to this blog' with a list of authors: 'mhooker', 'chooker@eanesisd.net', and 'admin', and an 'ADD AUTHORS' button. The 'Blog Readers' section shows 'Who can view this blog?' with three radio buttons: 'Anybody' (selected), 'Only people I choose', and 'Only blog authors'. Below this, there is a partially visible section for 'Your blog is' and 'You can restrict yo' and 'However, these readers will need to'.

From here on out whenever you go to your “dashboard” you’ll see all blogs that your either own or are a part of. Make sure you post on the correct blog if you have multiple blogs.

The screenshot shows the Blogger dashboard for a user named 'mrhooker'. At the top, there is a navigation bar with the Blogger logo, the user's email 'chooker@eanesisd.net', and links for 'Dashboard', 'My Account', 'Help', and 'Sign out'. Below this is a 'Dashboard' section with a language dropdown set to 'English' and a 'Try the updated Blogger interface' link. A green notification box states: 'New! We have enabled automatic spam detection for comments. You should occasionally check the comments in your spam inbox. [Learn more about Blogger's spam detection](#) or [report issues](#).' The main content area is titled 'Manage Blogs (3 total)' and lists three blogs: 1. 'EanesTestblog' with 1 post, last published on Oct 3, 2011. 2. 'Spring 2011 670' with 4 posts, last published on Oct 3, 2011. 3. 'The WIFI--Eanes ISD iPad ...' with 7 posts, last published on Oct 3, 2011, and 2 followers. Each blog entry includes a 'NEW POST' button and links for 'Edit Posts', 'Comments', 'Settings', 'Design', 'Monetize', and 'Stats'. On the left side of the dashboard, there is a profile section for 'mrhooker' with a placeholder profile picture and links for 'View Profile', 'Edit Profile', 'Edit Photo', and 'Edit Notifications'.