BLOG'S



View the video tutorial

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How to create and edit blog's

A Blog is a collaborative tool that allows students to post their personal reflection about the Course or discuss and analyze Course related materials.

Step 1	Make sure Edit Mode is ON.	Edit Mode is: ON 🥂 ?
·	Open a content area by clicking on it in the course menu	+ * FACIT101 (Facit * Training) +
-	Hover your mouse over the Add Interactive Tool menu, and then click Blog from the menu.	Content Build Content Create Assessment Add Interactive Tool Discussion Board Blog Journal Wiki
	 Create Blog Click Create New Blog to create a new Blog Note: You can either create a new Blog or add a link to existing Blog. 	Create Link: Blog is a collaborative tool that allows students to post their pers Create Link: Blog Link to the Blogs page, link to a specific Blog, or create a ne Link to the Blogs Page Link to the Blogs Page Link to a Blog Create New Blog Create New Blog



Step 6	Blog Information:Name: Type the name of	Blog Information Name What is Blogging
	the Blog.	Instructions
	Instructions: Type instructions for the Blog.	$ \begin{array}{c c c c c c c c c c c c c c c c c c c $
		A Blog is a collaborative tool that allows students to post their personal reflection about the Course or discuss and analyze Course related materials.
Step 7	Blog Availability:	Blog Availability
	• Select the Yes or No option to make it available or unavailable to students.	Blog Availability 🧿 Yes 👩 No
Step 8	Blog Date and Time	Blog Date and Time Restrictions
	Restrictions:	Limit Availability V Display After 03/28/2011 10:59 AM Enter dates as mm/dd/yyyy. Time may be entered in any increment.
	Select Date and time Restrictions: Click the	💟 Display Until 04/08/2011 🛛 📓 11:59 AM
	checkboxes to enable and choose dates to Display After and Display Until .	Enter dates as mm/dd/yyyy. Time may be entered in any increment.
Step 9	Blog Participation:	Blog Participation
	Blog Type: Select Individual to All Students or Course.	Blog Type Individual to All Students Course Allow Anonymous Comments
	 Select Allow Anonymous Comments for Individual Blogs or Group Blogs, if needed. 	
Step 10	Blog Settings:	Blog Settings
	Index Entries: Click Monthly or Weekly to choose the time frame of	Index Entries Monthly Indexing will organize entries by the chosen time-frame. Weekly
	index entries.	Allow Users to Edit and Delete Entries
	 Click the check box to Allow users to Edit and 	Allow Users to Delete Comments
	Delete Entries.Click the check box to	Grade Blog Orade : Points possible : 10
	Allow users to Delete Comments.	



	Grade Blog: Select No grading or the Grade option and type the number of Points possible.		UNIVERSITY OF NORTH TEXAS AT I
Step 11	Click Submit.	Submit	
Step 12	 Create Link (if cross linking to another Blog). Select Link to the Blogs Page or Link to Blog. Link to a Blog: Select the Blog to link to. 	Create Link: B Link to the Blogs page, Link to the Blogs Pa Link to a Blog Link to a Blog	link to a specific Blog, or create a new Blog.
Step 13	Click Next.	Cancel Next	
Step 14	Link to existing Blog	Link Informatio	on
	Link Name: Type the Link Name	✤ Link Name Color of Name	What is Blogging
	Color of Name: Select a color for the Blog link.	Link Text	Blog: What is Blogging
	Text: Type the specific description of the link	 Normal abç bç b b c b c d <lid< li=""> d d<th>» ကလ 🚯 🗖 🥒 🚣 😒 🖌</th></lid<>	» ကလ 🚯 🗖 🥒 🚣 😒 🖌
	0 //		
Step 15	Options:	Options Available	Yes No
	Available: Click Yes or No to make this link	Track Number of Views Date Restrictions	Yes No
	available to students enrolled in the course.	Date inestitutions	Display After 03/21/2011 Display After 03/21 Display After
	• Track Number of Views: Click Yes or No to enable tracking for the Blog.		Display Until 03/22/2011 04:55 PM Enter dates as mm/dd/yyyy. Time may be entered in any increment.
	• Select Date and time Restrictions: Click the checkboxes to enable		



		UNIVERSITI OF NORTH TEAS ALL
	and choose dates to Display After and Display Until.	
Step 16	Click to Submit.	Submit
Editing	g a Blog	
Step 1	Click on the content area by clicking on it in the course menu	Build Content V Create A:
	Click on Blogs .	Blogs Frample of Plogs

Step 2	Click on the Action Menu,	Example of Blogs
	next to the blog title link. '	Group Set Test 2
	Click Edit.	TCC and Blackboards
	Make your edits.	What is Blogging groups i Open Edit Delete Delete
	Click Submit.	Submit

Creating Blog Entries

Step 1	Click the name of the Blog.	→ Delete Availability ⊗
		Name Name
		Group Set Test 2
		TCC and Blackboards
		Mhat is Blogging
		groups i 🛛
Step 2	Click Create Blog Entry.	Create Blog Entry
		create blog Littly



Ctop 2	Dian Entry Informations		UNIVERSITY OF NORTH TEXAS AT D
Step 3	Blog Entry Information:	Blog Entry Information	
	• Title: Type Blog entry	🖈 Title Blog Entry - ase	
	title.	Entry Message	
	Entry Message: Type a message.	 Normal abç b) b) b) c) <lic)< li=""> c) c) c) c) c)<th></th></lic)<>	
Step 4	Attach File: Click the Browse My Computer button. Look for the file on your computer or other storage device. Select the File and Open to upload	Blog Entry Files Attach File Browse My Computer Attached files File Name D BbUpgrade.jpg	Browse Course Link Title BbUpgrade.jpg
Step 5	Select Save Entry as Draft or Post Entry	Cancel Save Entry as Draft Post Entry	
Edit a Step 1	Blog Entry Click on the Action Menu, next to the blog entry link. ' Click Edit. Make your edits.	Blog Entry - ase Posted by April Edmonds My experience with blogg Attached Files: <u>BbUpgrade</u> > Delete	
Step 2	Click Post Entry.	Post Entry	
Comm Step 1	enting on a Blog Entry Click Comment.	 Blog Entry - ase Posted by April Edmonds at Thursday, I My experience with blogging is good. Attached Files: <u>BbUpgrade.ipg (50.4kb)</u> Comments: 0 	t



Step 2	Comment: Type a comment.	Comment		
	Click Add.	*Comment:	Cancel	Add
		My experience with blogging is good too.		
			Cancel	Add

Linking a Blog

	Link (if cross linking her Blog).	Create Link: Link to the Blogs pag	e, link to a specific Blog, or create a
	Link to the Blogs r Link to Blog	 Link to the Blogs Link to a Blog 	and the second read of the second
	a Blog: Select the linking to.	Link to a Blog	Select Blog below Blog Example 2 TCC and Blackboards What is Blogging
Step 2 Click N Step 3 Link In	lext formation:	Next Link Informa	tion
	k Name: Type Link	🛠 Link Name	What is Blogging
• Col		Color of Name Link Text	Blog: What is Blogging



Step 4	Options:	Options			
		Permit Users to View this Content	⊚ Yes ⊘ No		
	 Available: Click Yes or No to make this link 	Track Number of Views	💮 Yes 💽 No		
	available to students enrolled in the course.	Select Date and Time Restrictions	Display After 03/24/2011 Enter dates as mm/dd/yyyyy. Time ma	03:28 PM	ient.
			Display Until 03/25/2011	04:28 PM	
	 Track Number of Views: Click Yes or No to enable tracking for the Journal. 		Enter dates as mm/dd/yyyy. Time ma	y be entered in any increm	ent.
	Select Date and time Restrictions: Click the checkboxes to enable and choose dates to Display After and Display Until.				
Step 5	Click to Submit.	Submit			
	Link Example. Links will show to students of the specific Blog.	Content			
		What is Blo Blackboard tute	gging dee orials will be useful and he	elpful.	
	Notes:				