a.

1. Go to www.blogger.com. You can log in to Blogger with any Google account, including your @umich.edu account.

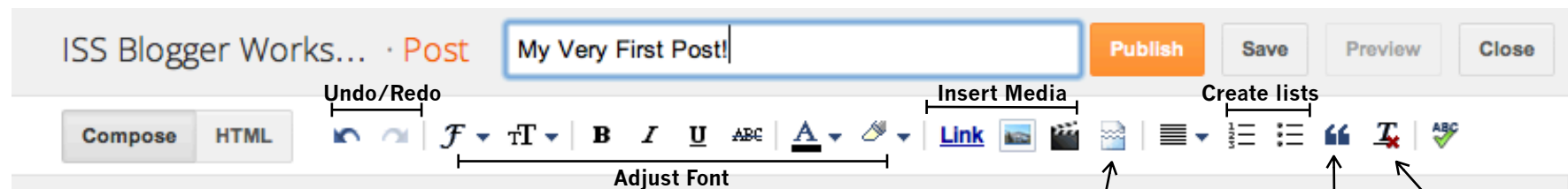**2. Sign up for Blogger.** Enter a display name, and click *Next*.

3. Create your blog. Press *New Blog*. Enter a title and address for your blog, and choose a template; these can all be changed later.

4. Start posting. Click *Start posting*. This will take you to the What-you-see-is-what-you-get (WYSIWYG) editor.

The WYSIWYG Editor

b.

ISS Blogger Works... · Post   My Very First Post!   Publish   Save   Preview   Close

Undo/Redo

Insert Media   Create lists

Compose   HTML

Adjust Font

5. Add text. If you don't have your own text, grab some from lipsum.com.

6. Add a jump break.

7. Add an image.

8. Add a YouTube video.

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Praesent libero mi, pellentesque eget tincidunt eu, ornare molestie felis. Quisque ac nisl quis diam suscipit porttitor sed vel odio. Proin in massa in dui scelerisque ultricies in eget risus. Nullam ut feugiat arcu. In rhoncus volutpat tempus. Nulla interdum dictum felis eu viverra. Quisque in facilisis mauris. Nullam eget arcu tortor, id vehicula metus. Mauris a erat enim. Aenean lobortis, tortor a dignissim elementum, massa dui viverra neque, vitae molestie nibh ipsum id metus. Suspendisse lectus orci, semper in consequat vitae, iaculis vel erat. Duis auctor augue non est vehicula eu ornare velit consectetur.

Remove formatting

This is especially helpful when pasting from MS Word, as it's common for formatting errors to occur.

Insert jump break

Long blog posts should always include a jump break, which allow your readers to view a preview of the post and to then read more if they choose.
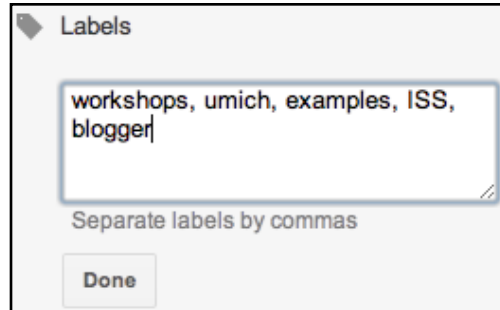
Insert Quotation

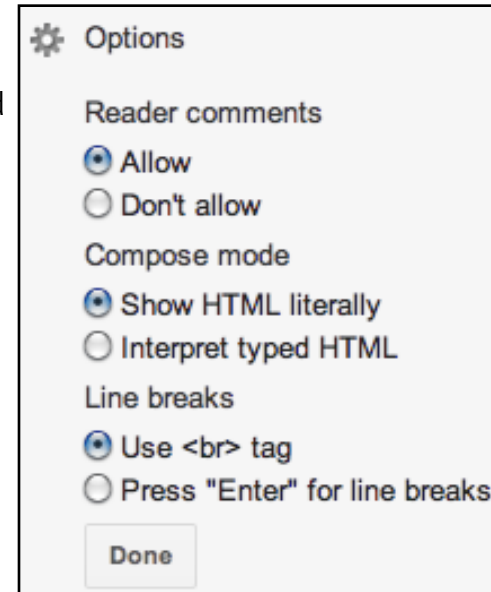Use this button for block quotes. The exact style will be determined by your theme.

Post Settings

Labels, or tags, allow you to categorize your posts by subject; these tags help your blog's organization and can also be used to build tag clouds.

Labels

workshops, umich, examples, ISS, blogger

Separate labels by commas

Done

You can write several posts at once, and schedule them to appear in the future.

Schedule

⦿ Automatic
○ Set date and time

Done

You can choose to not allow reader comments, to have HTML interpreted or shown literally, and to set your preferences for line breaks.

C.

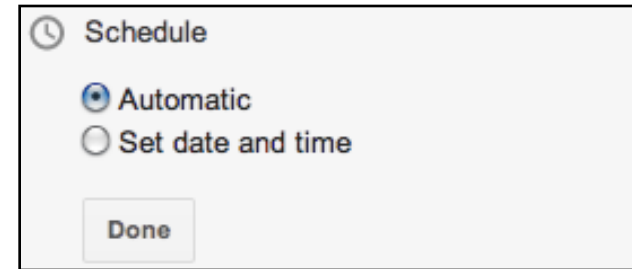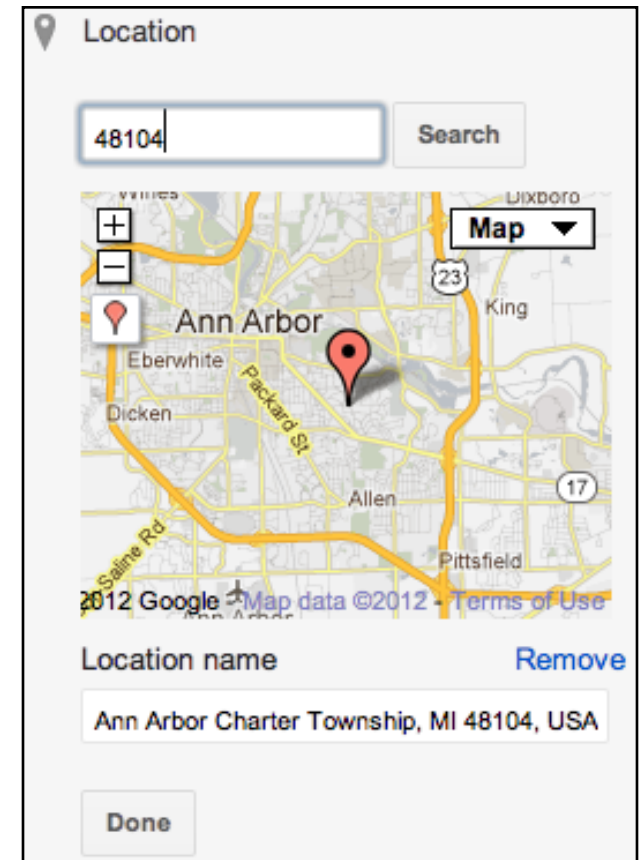9. **Add labels.**
10. **Add a location.**
11. **Publish.**
12. **Go to the dashboard.**

Options

Reader comments
⦿ Allow
○ Don't allow

Compose mode
⦿ Show HTML literally
○ Interpret typed HTML

Line breaks
⦿ Use <br> tag
○ Press "Enter" for line breaks

Done

Blogger allows you to geotag your posts. This is especially useful when blogging abroad. Geotagging also allows you to sort your posts by location.

Location

48104   Search

Ann Arbor

Location name   Remove

Ann Arbor Charter Township, MI 48104, USA

Done

The Dashboard

Overview	Provides an overview of your page views and comments; also includes news from blogger and blogger guides.
Posts	Lists your posts and their corresponding tags; a quick and easy way to make changes to a lot of posts en masse.
Pages	A list of your blog's pages. You can also choose how links to pages are arranged on your blog.
Comments	Enables you to manage the comments to your blog.
Stats	Includes basic stats about who is visiting your blog and how often. More detailed information is available via Google Analytics.
Earnings	Allows you to monetize your blog by enabling Google AdSense.
Layout	Add gadgets and choose how they appear on your blog.
Template	Allows you to customize the look of your blog.
Settings	Change your blog's settings (See page 4).

Blog Template Designer

Templates	Change the template.
Background	Change the background.
Adjust Widths	Adjust the width of the main frame and sidebar.
Layout	Choose where gadgets and page links appear.
Advanced	Adjust the color and font of various page elements: Text, Links, Section Headers, Backgrounds, etc. You can also add custom CSS, which will override existing styles.

Settings

Basic	**Basic**	Change the title of your blog, add or change your blog's description, and choose whether or not search engines are allowed to search your blog.
	Publishing	Change your blog's URL.
	Permission	Choose who can read and write on your blog.
Posts and comments	**Posts**	Choose how many posts will appear on the main page and add a post template.
	Comments	Set your preferences for comments.
Mobile and email	**Mobile**	Enable posting via SMS or MMS.
	Email	Enable posting via email, choose to receive comment notifications, and select an email address to which new posts are mailed.
Language and formatting	**Language**	Select the language of your blog and enable transliteration in the WYSIWYG editor.
	Formatting	Change how dates and times appear on your blog and in what time zone.
Other	**Blog tools**	Import, export, or delete your blog.
	Site feed	Customize the settings for the RSS feed of your blog.
	OpenID	Your OpenID URL can be used to sign into other OpenID enabled sites. You may also allow OpenID users to post comments on your blog by adjusting your Comment settings.
	Adult Content	If Yes is selected, viewers of your blog will see a warning message and will be asked to confirm that they want to proceed to your blog.
	Google Analytics	Google Analytics provide detailed information about who is coming to your blog and what they're doing when they get there. For more information, go to analytics.google.com.

Contact Us

LSA Instructional Support Services - Instructional Consulting Group
g333.pbworks.com
issinstruction@umich.edu
(734) 615-0099