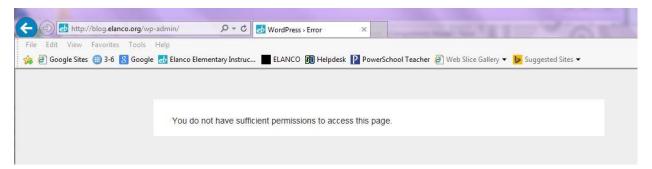
Welcome to Edublogs! Blogs were created for your students. The student blog URL is

blog.elanco.org/username

Here are the steps you and your students should take to get started. It is highly recommended you complete these steps as a whole group with teacher guidance.

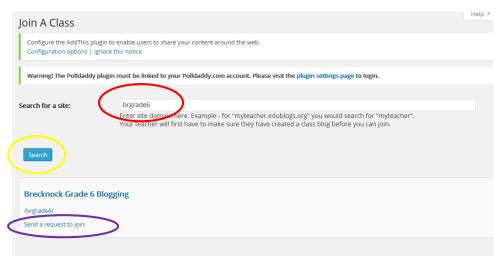
- 1. Students should type their blog URL in a new tab using their web browser. **Students should bookmark this URL!** Locate the black navigation bar at the top and click *Log In* (top left).
- 2. On the new login screen, students should enter their username and password and click the blue Log In button. →
- 3. Please note, students may receive the error message below after they log in. If this happens, simply re-enter the blog URL and refresh the page. This should load the student's blog, and the black navigation bar should appear at the top.

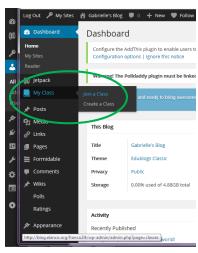




4. Students need to next join your class. Using the black navigation bar, they should locate and click on Dashboard.

- 5. Find My Class on the left. Click on Join a Class.
- 6. Students should type in the *end* of the URL that matches your class site and click Search.
- 7. After they locate the name of your class, Click on **Send a request to join**.





- 8. You will have to go into your teacher site Dashboard and approve these requests under **My Class-Student Blogs.** There will be a tiny orange alert indicating you have requests waiting for you.
- 9. Your **My Class Settings** dictate the visibility of posts and comments and moderation options. Be sure to check your My Class Settings to set up everything as you wish.

Other recommended to-dos:

- 10. Student blogs have a standard theme, Blix. I'd encourage you to keep all themes consistent until you are satisfied with students' abilities to follow directions for posting, commenting, editing, etc. Keep the focus on the content and writing and sharing.
- 11. When you feel they are ready, you can permit students to change their themes. They can do so by visiting **Appearance**—**Themes** in the Dashboard menu. My advice is to allow students to choose from some pre-determined themes that you believe are easy to read. Advise students which theme to choose and approve their choices. You want to ensure students' blogs are easy to read, and they should be visually appealing and not too "busy" with a lot of graphics, sidebars, and widgets.
- 12. Help students learn about **Widgets** in the **Appearance** menu (how to add, customize, delete, rearrange).
- 13. There is a **default post** (Hello, World!) and a **default page** (Sample Page) for every new blog created. Students should delete this post and page to customize for their needs. There's a default comment attached to the default post. (*Students who have joined a Class cannot edit these default posts, they can only Trash them.*)

<u>Check out the Edublogs User Guide</u> for more helpful hints about getting your sites set up and ready to go!