

Creating student blogs using the Signup page

There are two main ways to create blogs for your students:

1. Using the Edublogs signup page (<http://edublogs.org/wp-signup.php>) - free Edublogs Blogs
2. Using the Blog & User Creator – Edublogs Pro and Edublogs Campus blogs only

If you are a free Edublogs blog user you need to follow the instructions on this page to create your student blogs.

Step 1: Create the blogs

Go to the Edublogs signup page (<http://edublogs.org/wp-signup.php>) and either:

1. Create the blogs attached to your username - Follow the instructions for Creating new blogs for your own use (<http://help.edublogs.org/2009/08/28/creating-new-blogs/>)
2. Or organise your students to create their own blog - Get your students to follow instructions for Signing up for your blog (<http://help.edublogs.org/2009/07/29/signing-up-for-your-blog/>)



Step 2: Add The Second User to The Blog

Most educators add themselves as administrator on student blogs so if required they can access the blogs, at any time, to edit any posts or comments.

This means on each student blog you will have:

1. **A student user** - who may be assigned the role of a contributor, author, editor or administrator (<http://help.edublogs.org/2009/08/24/what-are-the-different-roles-of-users/>) depending on the tasks you want the student responsible for
2. **Yourself** - assigned the role of an administrator



Once the blogs are created you add yourself as co administrator by either:

1. Adding your student as a user to the blog
2. Or getting your students to add you to their blog as administrator

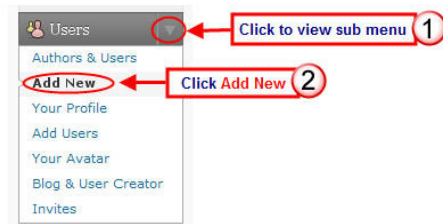
TIP: Remember if your students don't have email addresses you can use Gmail method (<http://theedublogger.edublogs.org/2008/07/24/creating-student-accounts-using-one-gmail-account/>).

Using the Add New Screen

The second user is added to the blog using the **Add New** Screen. This screen is designed so that you can either:

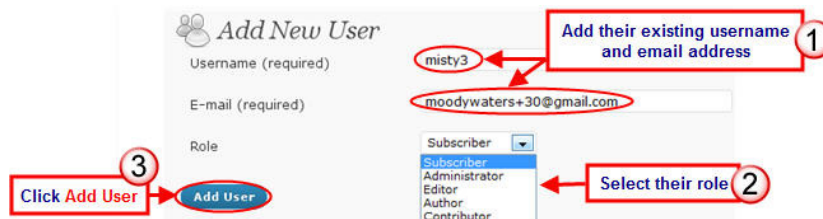
- Add an existing user on Edublogs.org (or the Edublogs Campus site) to the blog
- Create a username for a person who isn't already a member of the Edublogs.org (or the Edublogs Campus site) and at the same time add that new user to the blog

1. Go to **Users > Add New** in the blog's Dashboard



2. For an existing user add their username, the email address attached to that username, select their role and click **Add User**

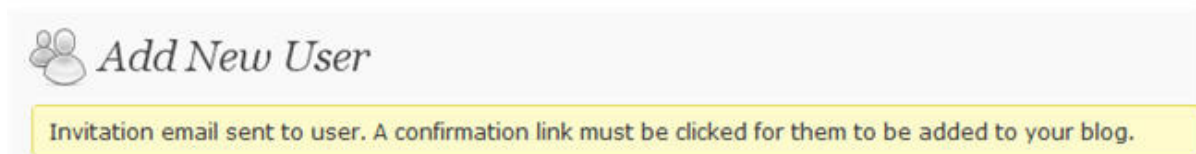
- *Tip:* You will see a message saying 'Sorry, that email address is already used!' or 'Sorry, that username already exists!' if you enter the incorrect combination of username or email address



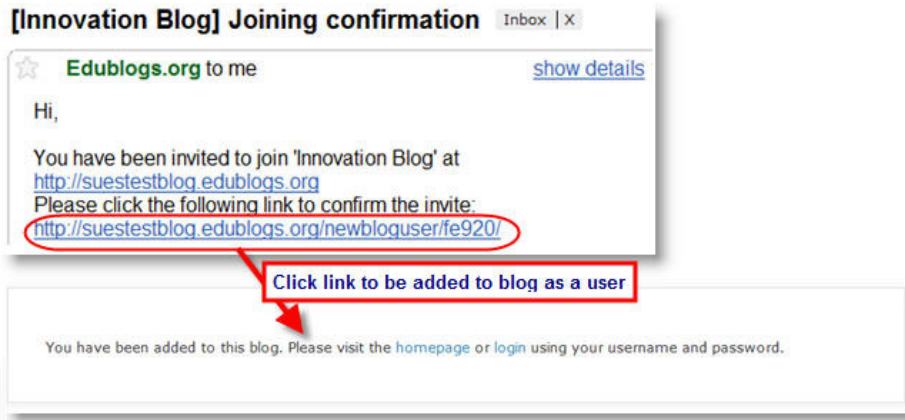
For a new user, add a suitable username, their email address, select their role and click **Add User**.

Tips:

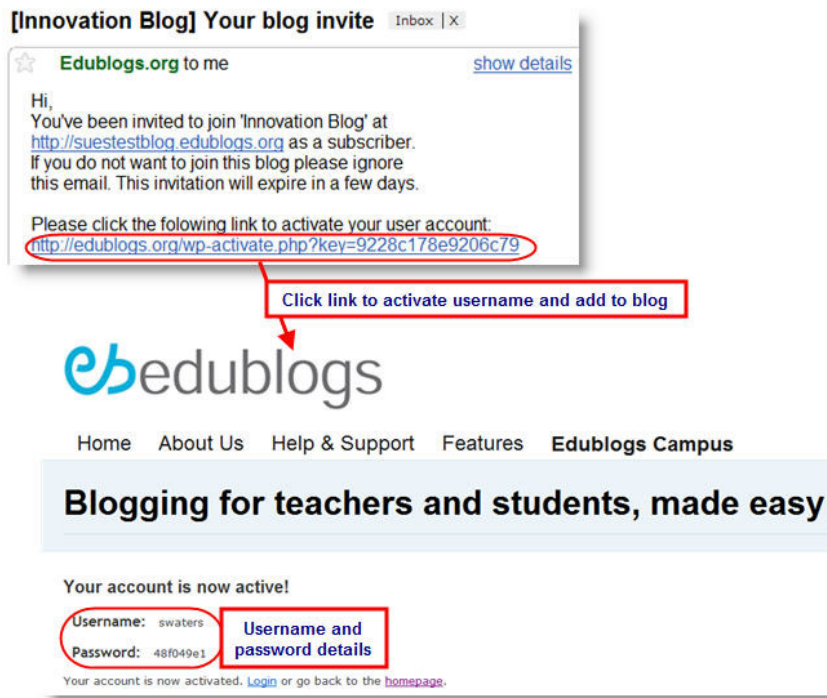
-
- For both existing and new users they will be sent an invitation email and they must click the confirmation link before they're added as a user to the blog. This email normally arrives within 30 minutes.
- New users have 48 hours to click on the link in the email to activate their account otherwise you will need to reset up their account.
- Spam filters, especially strict ones for institutional email addresses, often block these activation emails. If unsure use free webmail accounts such as gmail, hotmail that don't block these invitation emails.
- Use only lowercase letters and numbers, with no spaces, in the username
- The username is what they use to sign into the blog dashboard and is displayed on posts and comments they write. You can't change a username, however you can change what name is displayed (<http://theedublogger.edublogs.org/2008/02/09/changing-your-display-name-and-setting-up-your-comment-avatar/>).
- It won't allow you to create several usernames with the same email address because the system resets password based on email address. But you can trick it using the gmail+ method (<http://help.edublogs.org/2009/02/27/creating-student-accounts-using-one-gmail-account/>)



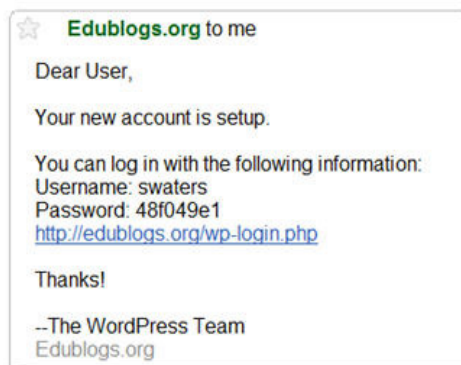
- Existing users are sent a joining confirmation email



- New users are sent a blog invite email



- Once a new users clicks the link in the blog invite email they will be sent an email with their username, their password and a login link



- After users have confirmed the invite they will be listed as users on the blog's **Authors and Users** screen and only be able to access features in blog's administration panel based on the role you've assigned them.

The screenshot displays the 'Users' management interface. On the left sidebar, the 'Users' menu is expanded, and 'Authors & Users' is highlighted. The main content area shows a table of users with the following data:

Username	E-mail	Role
<input type="checkbox"/> dswaters	suewater+21@gmail.com	Administrator
<input type="checkbox"/> manaltestblog	moodywaters@gmail.com	Contributor
<input type="checkbox"/> misty3		Subscriber
<input type="checkbox"/> moodytest		Subscriber
<input type="checkbox"/> moodywaters	moodywaters+1@gmail.com	Administrator
<input type="checkbox"/> suewaters	suewater@gmail.com	Administrator
<input type="checkbox"/> swaters	moodywaters+350@gmail.com	Subscriber