

Creating Blog Entries

Users can create Blog entries that can be commented upon. Instructors can use Blog entries to provide structure for discussions on class topics and other issues.

How to Create a Blog Entry

1. Open a Course.
2. From the Course menu, click Blogs.

-or-

From the Course menu, click Tools and then click Blogs.

3. Select a blog to open.
4. Click Create Blog Entry.
5. Enter an Entry Title.
6. Enter the text in the Entry Message text box.
7. Click Browse My Computer to attach a file to the entry.
8. Click Post Entry.

-or-

Click Save Entry as Draft to save the entry for later posting.

Viewing Drafts

Blog Entries can be saved for later posting by clicking Save Entry as Draft. These drafts can be viewed by clicking View Drafts from the main Blog page.