

Create a Blog on Blogger.com

Blogs

Interactive. Constructivist. Collaborative. Communities.

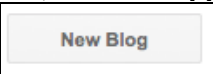
WHAT IS A BLOG?

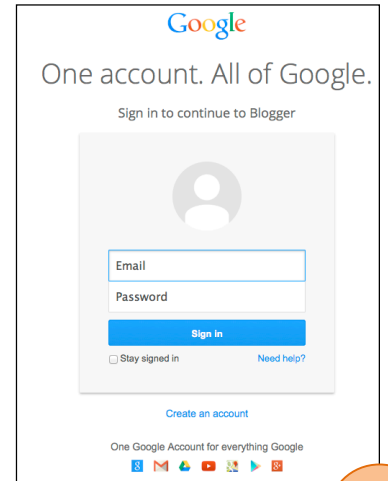
A blog—a shorthand term that means “Web log”—is an online, chronological collection of personal commentary and links. A typical blog combines text, images, and links to other blogs, web pages, and other media related to its topic. The ability for readers to leave comments in an interactive format is an important part of many blogs.

LEARNING OBJECTIVES

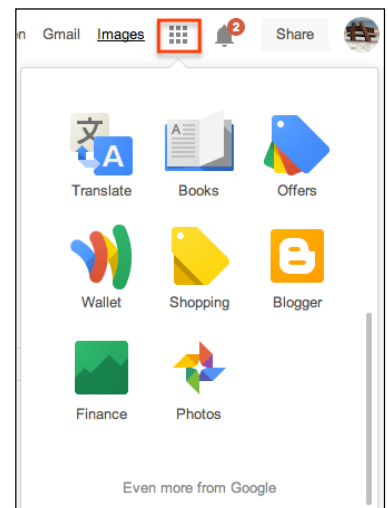
- Create an account on Blogger.com
- Create your blog using various blog features and templates
- Edit and publish your blog
- Learn about the different settings
- Learn to create a collaborative blog

Create a New Blog Using your Google Account

1. Login to **www.blogger.com**
2. If you don't have a **Google account**, you need to first create one by clicking the **Create an account** link at the bottom of the page.
3. If you already have a Google Account, simply enter your username and password to sign in.
4. Once you are signed in, click the **App** icon > **More** > select **Blogger**.
5. Click the **New Blog**  button to start a new blog.
6. Enter blog's **Title, Address** and **Template**.
7. Then click **Create blog!**



1




Blogs List > Create a new blog

Title


Address ✓

This blog address is available.


Template




Dynamic Views




Simple




Picture Window



Awesome Inc.



Watermark

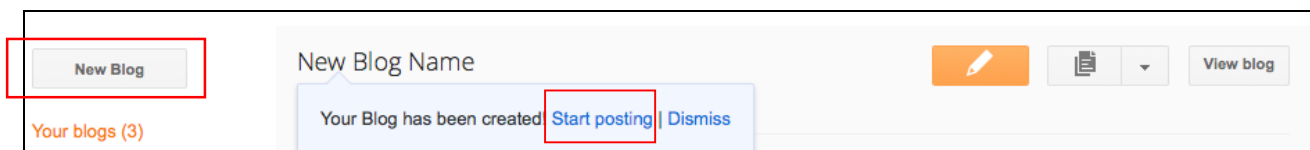


Ethereal

You can browse many more templates and customize your blog later.

2

When your blog is done, click the **Start posting** link on the **Dashboard** page.



Already have a blog!?

Simply sign in from your Existing Blog

1. Open a browser and enter the **URL** of your blog.
2. Click the **Sign In** button on the top right corner or at the bottom of your blog depending on your template.

Create Blog

CERVANTES TRAINING

email: cervantestraining@outlook.com

web: <http://cervantestraining.eu>

What is the Dashboard?



Click on blogger logo to get to the Dashboard. The **Dashboard** is your starting point after you sign in to the blog. This area lists all your blogs, and you can click on the icons next to the blog items to perform desired actions - New post, Other options, View blog, see the blogs you are following, and a drop-down menu for **Overview, Posts, Comments, Pages, Settings, Stats, Layout, Template, and Earnings** and many more.

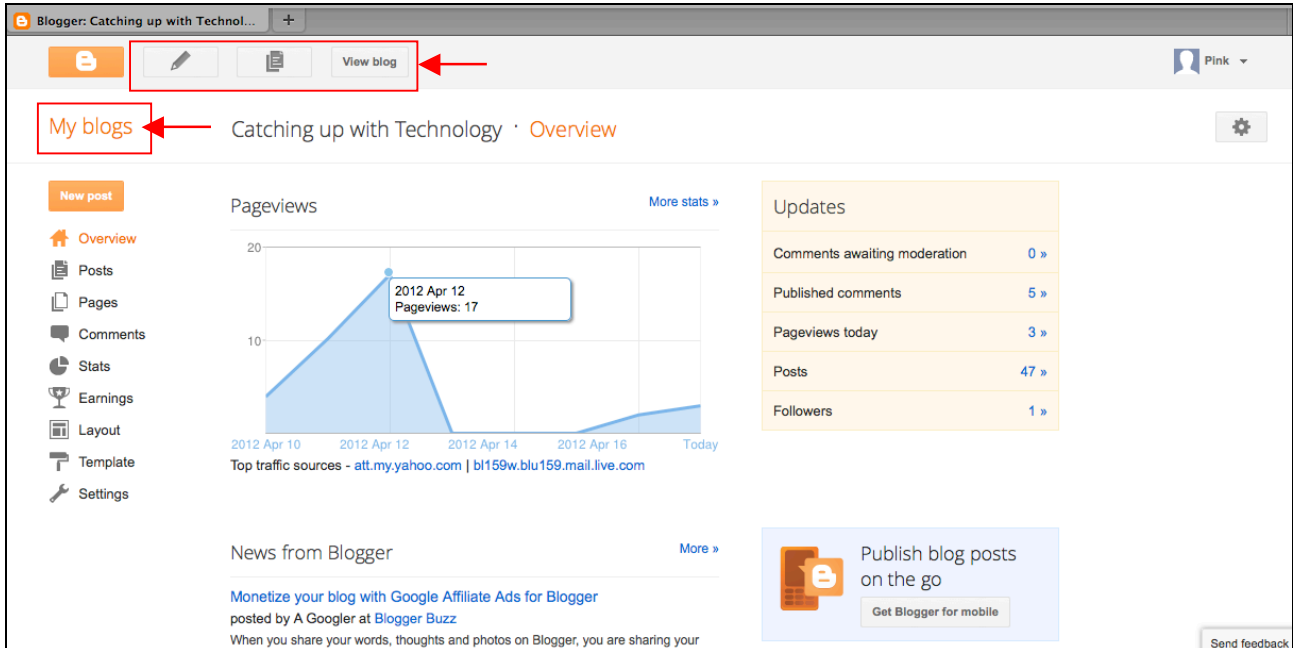
The screenshot shows the Blogger Dashboard for a user named 'Pink'. The interface includes a header with the Blogger logo and the user's name. Below the header, there are several sections: 'Pink's blogs', 'New Blog', 'Your blogs (2)', and 'Deleted blogs (3)'. The 'Your blogs (2)' section lists two blogs: 'Catching up with Technology' and 'Web Design Course - 644'. Each blog entry has a 'View blog' button and a 'Create new post' button (represented by a pencil icon). A red box highlights the 'More options' menu (represented by a document icon with a dropdown arrow) next to the 'View blog' button for the first blog. Another red box highlights the 'Create new post' button. A third red box highlights the 'More options' menu next to the 'View blog' button for the second blog. The 'Reading list' section is also visible at the bottom.

This image shows a close-up of the 'More options' menu that appears when the document icon with a dropdown arrow is clicked. The menu lists the following options: Overview, Posts, Pages, Comments, Stats, Earnings, Layout, Template, and Settings. A red box highlights the 'More options' label at the bottom of the menu, which is connected to the menu's trigger icon by a red line.

Blog Overview

After you click open a blog, you are brought to the **Overview** page of your blog. Here you can see your blog's activities, and Blogger's news and tips.

- Click on the **Create New Post** icon to write a new post. 
- Click the **View Posts** icon to **view, edit** or **delete** all past posts. 
- Click **My blogs** link to view other blogs that you have created.



The screenshot shows the Blogger Overview page for a blog titled "Catching up with Technology". The page is divided into several sections:

- Navigation:** At the top, there are icons for "New post", "View posts", and "View blog". A red box highlights the "View blog" icon, with a red arrow pointing to it. Below the navigation, a "My blogs" link is also highlighted with a red box and arrow.
- Overview:** The main section features a "Pageviews" line graph. The graph shows a peak on "2012 Apr 12" with 17 pageviews. The x-axis shows dates from "2012 Apr 10" to "Today". Below the graph, it lists "Top traffic sources - att.my.yahoo.com | bl159w.blu159.mail.live.com".
- Updates:** A sidebar on the right shows various statistics: "Comments awaiting moderation: 0", "Published comments: 5", "Pageviews today: 3", "Posts: 47", and "Followers: 1".
- Left Sidebar:** Contains navigation links for "New post", "Overview", "Posts", "Pages", "Comments", "Stats", "Earnings", "Layout", "Template", and "Settings".
- Bottom Section:** Includes "News from Blogger" with a link to "Monetize your blog with Google Affiliate Ads for Blogger" and a "Send feedback" button.

Create New Post, Save, Preview & Publish

Create a New Post

Choose **Posts** to start a new post. Then you will choose any of the **Publish, Save, Preview** or **Close** options at the top. There are additional options for **Labels, Schedule, Location, Enclosure Links** and **Options** you can use. Choose either **Compose** or **HTML** view to create your post.

My School Blog · Post First post 1 Publish Save Preview Close

Compose HTML 2 Normal **B** *I* U ABC

Hello world!

3

1. Enter **Title**.
2. Choose the **Compose** tab.
3. Type **content**.
4. Choose desired **Labels** and **Options** under **Post settings**, click **Done**.
5. Click **Save**, **Preview** or **Publish**.

4

Post settings

Labels

Schedule

Permalink

Location

Options

Reader comments

Allow

Don't allow

Compose mode

Show HTML literally

Interpret typed HTML

Line breaks

Use
 tag

Press "Enter" for line breaks

Done

Add Links

Click on the **Link** icon to enter web address or email address.

Insert Images

Click on the **Insert Image** icon, and browse for an image or multiple images from your computer or from the web to insert to your post.

Insert Video

Click on the **Insert Video** icon, and browse for a **YouTube** video. Or **copy** the Embed code of the video and **paste** into HTML view.


Select a file

Upload From YouTube My YouTube videos From your phone From your webcam	<div style="display: flex; align-items: center;"> <input style="width: 200px; height: 20px;" type="text"/> <input style="margin-left: 10px;" type="button" value="🔍"/> </div> <p style="font-size: small; margin-top: 5px;">Type your search in the box above to find videos.</p>
---	---

Insert a Jump Break

Click the **Jump Break** to break up a long paragraph of text with a **'Read more'** option.

Catching up with Tech · Post Flipboard - a Social Magazine Update Revert to draft Preview Close


Compose HTML 

Good Stuff- All in One Place

This application is named one of TIME's Top 50 innovations. It is a social magazine with personalized content in an attractive page layout. It connects with your social networks such as Facebook and Twitter and displays feeds, photos, messages, and what your friends want to share. When you friends update, your Flipboard automatically updates too. Besides that, you can also handpick from Flipboard's own collections from the web.

Users simply use their fingers to swipe to get to the next page.

Compatible with iPhone, iPad, and iPhone Touch (3rd and 4th generation).
Three languages are available: English, French, Chinese
Free



Flipboard - a Social Magazine

Good Stuff- All in One Place

This application is named one of TIME's Top 50 innovations. It is a social magazine with personalized content in an attractive page layout. It connects with your social networks such as Facebook and Twitter and displays feeds, photos, messages, and what your friends want to share. When you friends update, your Flipboard automatically updates too. Besides that, you can also handpick from Flipboard's own collections from the web.



[Read more »](#)

Posted by Pink at 5:29 PM 0 comments  [Links to this post](#)

Labels: iPad App Design Social Networking

Preview Post

Click the **Preview** button.

Save Post


Click the **Save** button.

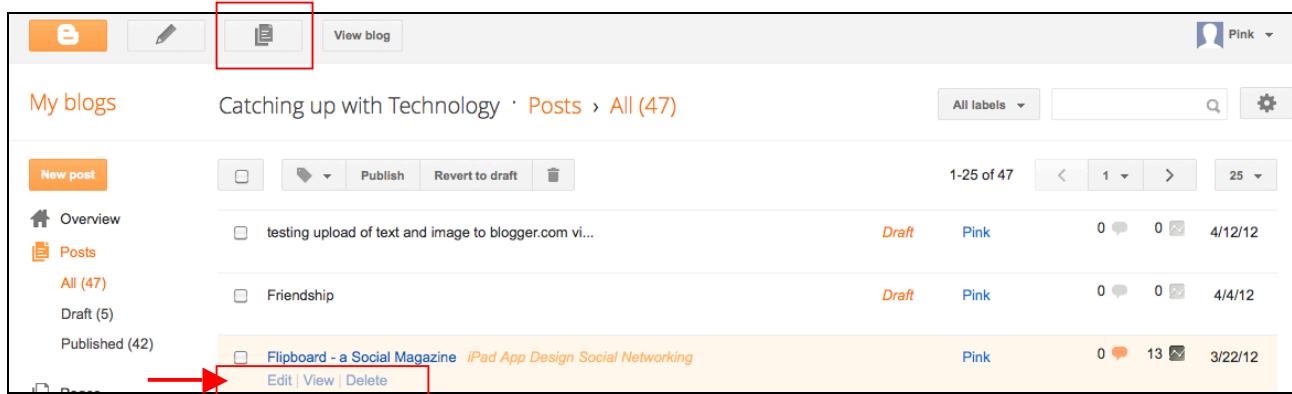
Publish Post & Close

Click the **Publish** button, and then **Close** the editor.

Publish Save Preview Close

Edit Posts

Click  to go to the **Posts** screen; move your mouse and hover over the draft or published version of your post, and then select the **Edit**, **View** or **Delete** option.

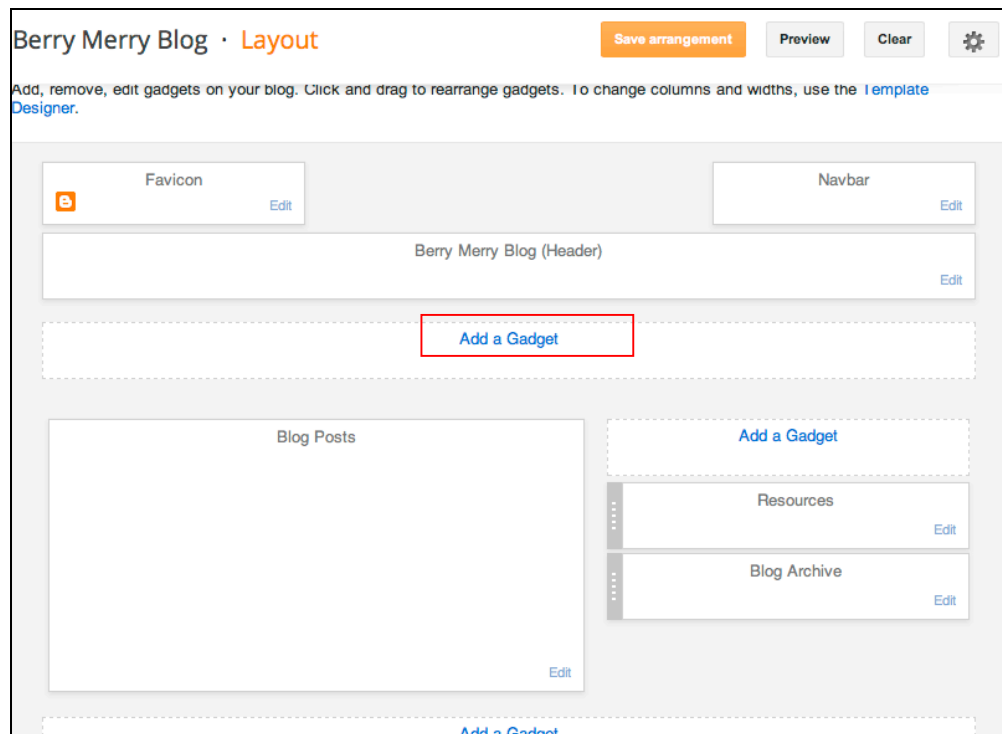


The screenshot shows the Blogger interface. At the top, the 'Posts' icon is highlighted with a red box. Below, the 'My blogs' section shows 'Catching up with Technology' with 47 posts. A list of posts is displayed, with the post 'Flipboard - a Social Magazine' highlighted in orange. The 'Edit | View | Delete' links for this post are also highlighted with a red box, and a red arrow points to the 'Edit' link.

Pages


Choosing the **Pages** option  and click on **New Page** to create a new page.

To show pages as tabs, choose **Layout** > **Add a Gadget (under Header)** > **Pages** > choose **Pages to show** > choose **Pages Order** > click **Save**. Then click **Save Arrangement** button to save changes.

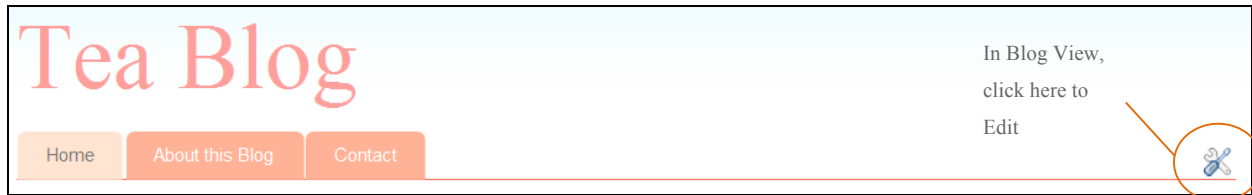


The screenshot shows the Blogger Layout editor for 'Berry Merry Blog'. The 'Add a Gadget' button in the header section is highlighted with a red box. The layout includes sections for 'Favicon', 'Navbar', 'Berry Merry Blog (Header)', 'Blog Posts', 'Resources', and 'Blog Archive'. The 'Add a Gadget' button is also visible at the bottom of the page.

Blogger pages let you publish 20 stand-alone pages linked from your blog. Once your page is

published, you will see a **Widget icon**  on your blog after you have logged in. Widgets allow you to edit the block of content they are referring to.

Pages widget lets you add link to your pages as tabs at the top of your blog, or as links in your blog's sidebar. In the Pages widget, you can decide which pages will have links, and in what order they will appear. You can also choose whether or not you want links automatically created for pages when you create them by checking or unchecking the box to the left of **New Page**.



Configure Page List

Title (optional)

Automatically add new pages when they are published

Pages to show

Home


Things to check out!


Page order

-
-
-

Drag and drop to change

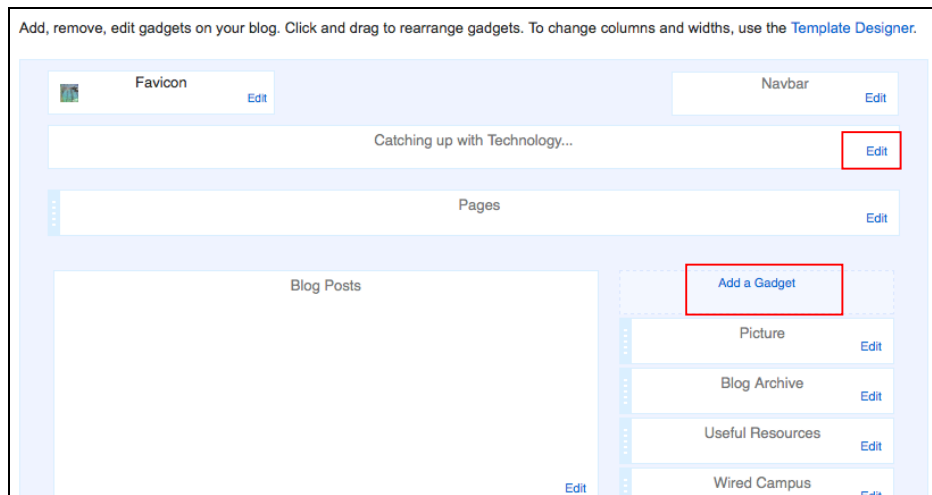
Tip: In Design, reposition the gadget to change its appearance.

 Tabs — move gadget under header

 List of links — move gadget to side column

Layout

Choosing the **Layout** option  and edit layout and gadgets as desired.



Add a List Gadget with Email link

1. Click the **Add a Gadget** link to add a new gadget.
2. Choose the **List** option.
3. Enter **Title** and number of list items.
4. Enter item into **Add List Item** button.



List

Add a list of your favorite books, movies, or anything you like.

By Blogger




5. Click on the **Edit** link when your item has been added.

Configure List

Title

Number of items to show in list Leave blank to show all items

Sorting

Add List Item 

[Edit](#) [Delete](#) [Writers Rep](#)

6. Type `Writers Rep` (It is very important that you type this in *As Is*.)
7. Click **Add item**.
8. Click **Save**.

Add a Video Bar

1. Click on **Add a Gadget**
2. Choose **Video Bar**



Video Bar



Display clips from YouTube and Google Video for your readers to watch without leaving the page.

By [Blogger](#)

3. Fill in all the information as needed.
4. Click **Save** when you are done.

Add a Newsreel

1. Click on **Add a Gadget**
2. Choose **Newsreel**



Newsreel



Automatically add current headlines from Google News to your blog.

By [Blogger](#)

3. Fill in all the information as needed.
4. Click **Save** when you are done.

Add a Link List

1. Click on **Add a Gadget**
2. Choose **Link List**



Link List Available for Dynamic Views



Add a collection of your favorite sites, blogs, or web pages.

By [Blogger](#)

Configure Link List

Title

Number of links to show in list Leave blank to show all links

Sorting

New Site URL

New Site Name

Amazon.com

Best Buys

3. Fill in all the information as needed.
4. Click **Save** when you are done.

Customize the Header

1. Click on the **Edit** link on the right hand of the Header.

Configure Header

Blog Title

Blog Description

Image

From your computer:

From the web. Paste an image URL below.

Placement

Behind title and description

Instead of title and description

Have description placed after the image

Shrink to fit

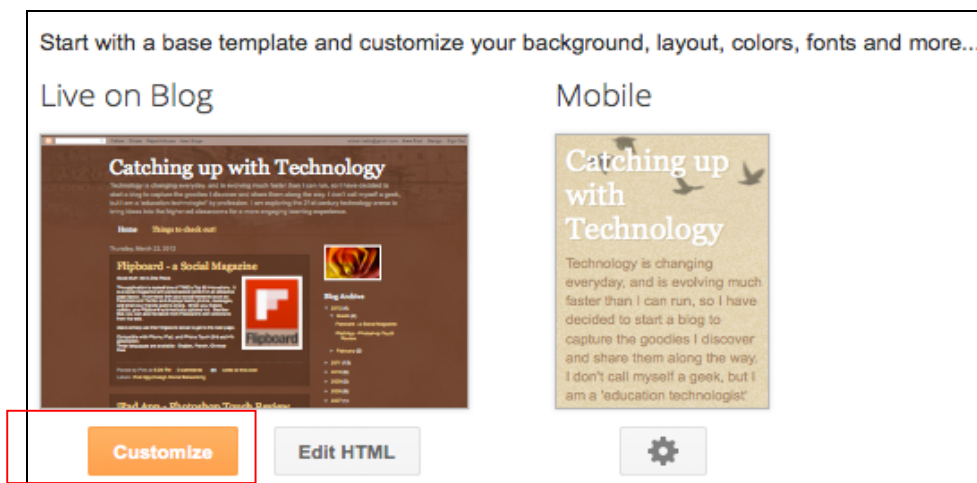
Image will be shrunk to 728 pixels wide.

2. Browse to select a banner image from your computer or from the web.
3. Choose **Placement** position to be **'Behind title and description'**, and **'Shrink to Fit'** if desired.
4. Click **Save** when you are done.

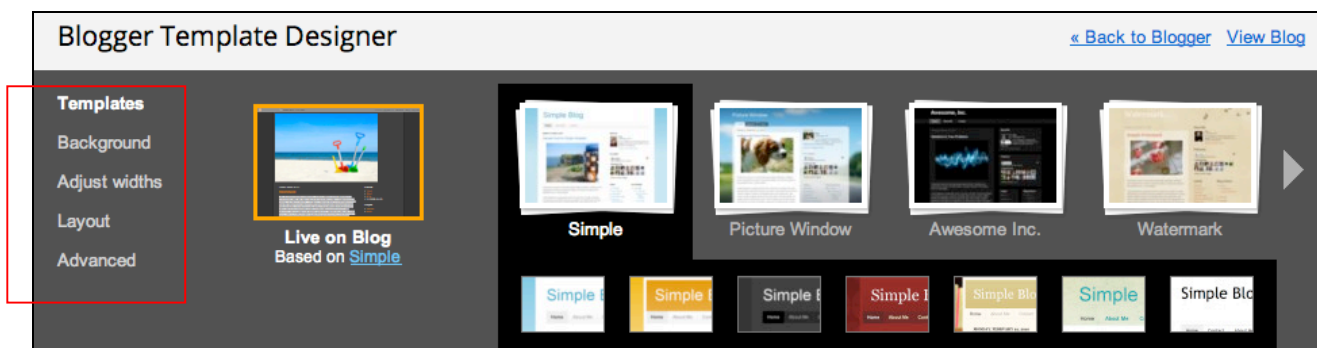
Templates

Pick or change a template by choosing **Template**. Choose one of our many default templates or you can click on the orange **Customize** button to get started with our easy-to-use WYSIWYG ("What you see is what you get") template designer. If you'd like to edit the HTML of your blog, just click the gray **Edit HTML** button.

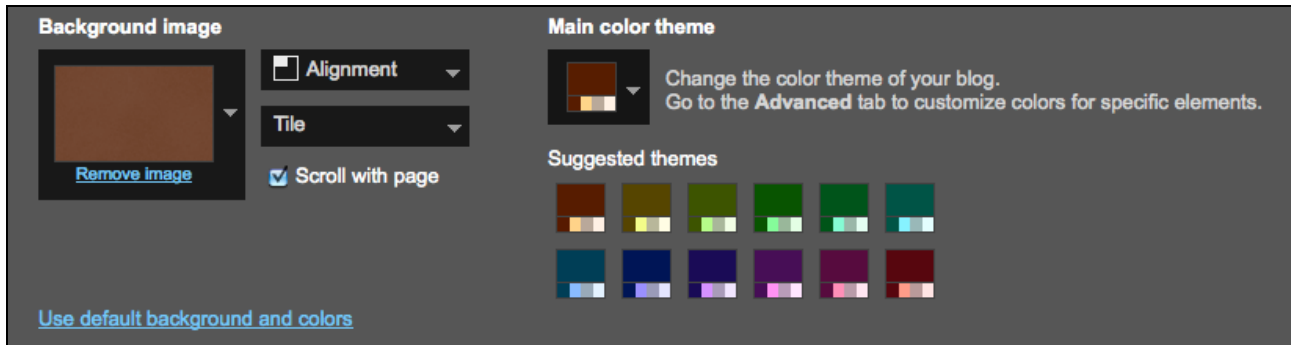
You can also choose special templates tailored for mobile devices for your blog.



Customizing Template Designs



Customizing Template Background Image

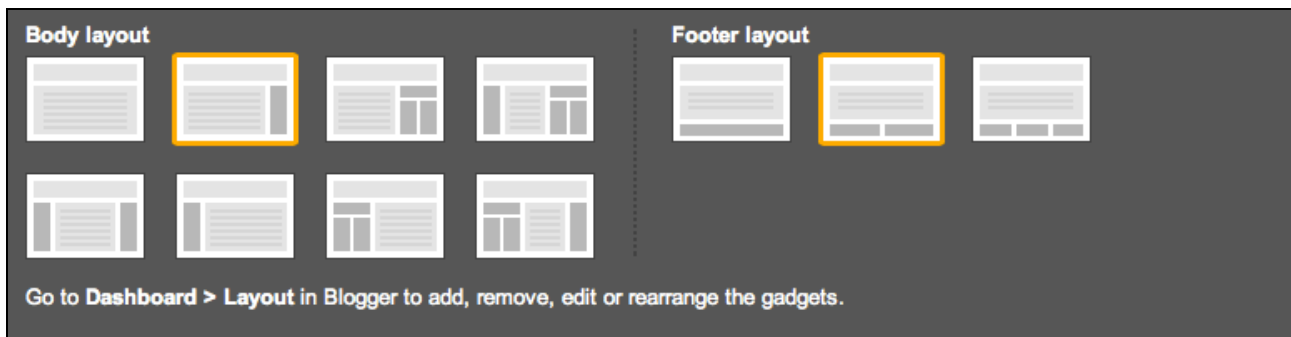


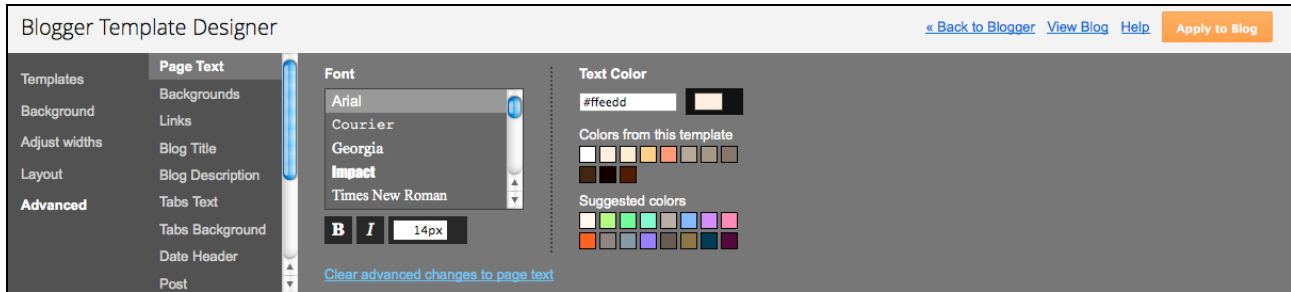
Customizing Template Width



Customizing Template Layout and Advanced Options

You can click and drag to reorder the items on the sidebar. Choose **Add a Gadget** to add a new element to your blog. Also, you can click **Edit** to replace your **Header**.

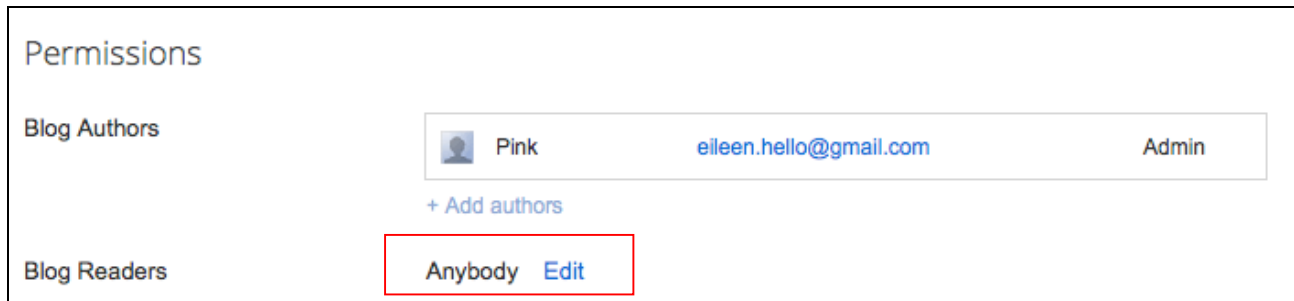




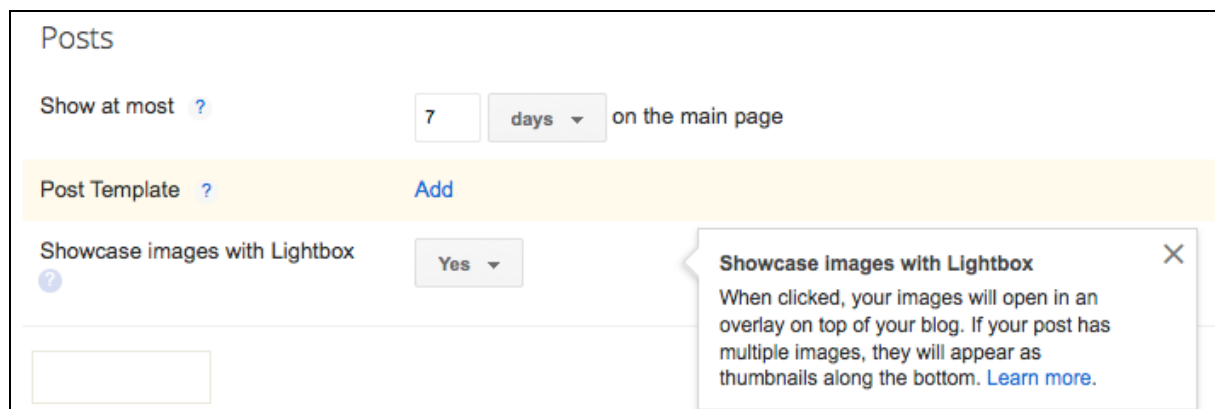
Settings

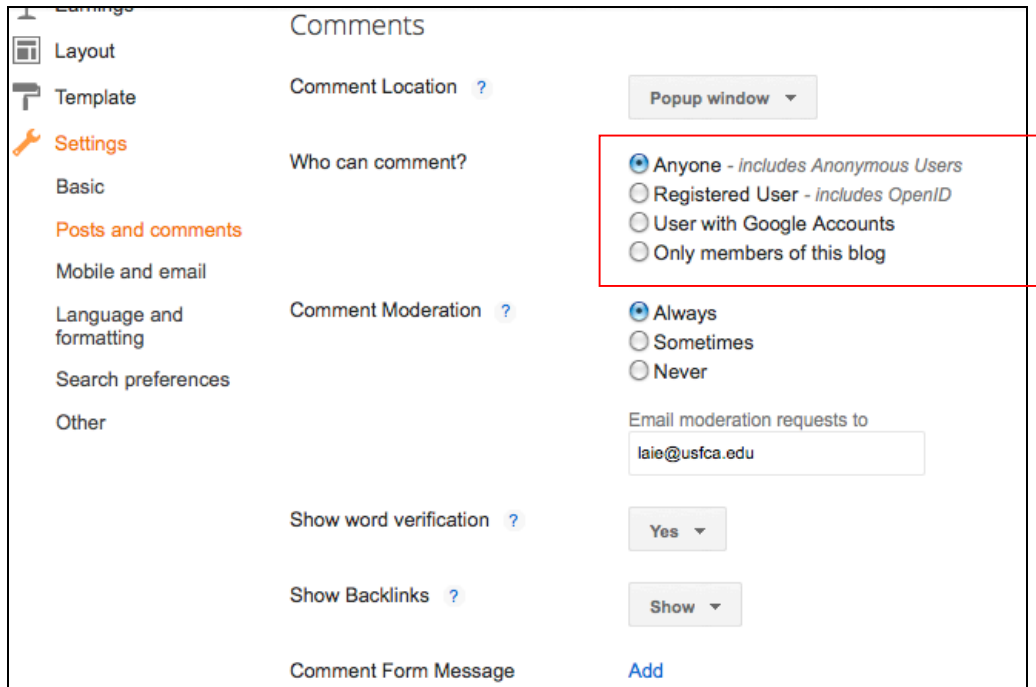
Settings > Basic

This page shows your blog address and description. You can set **Privacy** and **Permissions** on this page. Simply click **Edit** on the relevant sections to modify these settings.



Settings > Post and Comments





Comments

Comment Location ? Popup window ▾

Who can comment?

- Anyone - includes Anonymous Users
- Registered User - includes OpenID
- User with Google Accounts
- Only members of this blog

Comment Moderation ?

- Always
- Sometimes
- Never

Email moderation requests to

Show word verification ? Yes ▾

Show Backlinks ? Show ▾

Comment Form Message Add

If you allow **ANYONE** to post comments to your site, you may consider enabling **Comment Moderation**.

Choose **Yes** to **Show Backlinks** (default). You will get an email forward icon in your blog so that people can share postings with their friends.



Settings > Mobile and Email

You can email your post to your blog by entering creating a posting email address. Choose to either **publish** right away or save as a **draft**. Also, enter an email if you want notification when somebody leaves you a comment on your blog.

Email

Posting using email ? . @blogger.com

Publish email immediately
 Save emails as draft post
 Disabled

Comment Notification Email ? [Add](#)

Email posts to ?

[Choose from contacts - Remove](#)

Settings > Other > Blog Tools - Delete Blog

You can **Import**, **Export** or **Delete blog** here. Imports and exports are only for posts and comments. If you want to save a copy of your template, click the **Backup/Restore** button on the **Template** tab. This feature allows you to save a copy of your blog on your hard drive, or to import your blogs into other existing blogs. To delete a blog, choose **Settings > Other > Blog Tools > Delete blog**.

Blog tools

[Blog Tools](#)
[Import blog](#) - [Export blog](#) - [Delete blog](#)

Under **Allow Blog Feed**, choose **Full** to display full content of your post if desired. Select **Short** if you only wish to display the first 400 characters, whichever is shorter.

Site feed

Allow Blog Feed ?

Post Feed Redirect URL ?

[Remove](#)

Post Feed Footer ? [Add](#)

Enable Enclosure Links ?

To create a feed for your site, click the **Feedburner link** as you click on the 'question mark' next to **Post Feed redirect URL**. This will take you to the Feedburner page. Simply follow the instruction. Enter your **blog URL** to create a feed.

FeedBurner

Hello, our name is still FeedBurner.


Welcome! It took us a while but we moved the whole neighborhood, down to every last tree, beagle, and mailbox, to Google. We hope you like it.

Did you previously have an account on feedburner.com? Haven't yet moved your feeds to a Google Account?

No problem. Your feeds are still distributing your new posts, and they're just waiting for you to move them into your own Google Account.

[Claim your feeds now »](#)

Are you new to feeds, and FeedBurner? Great. Let's get you started.



Sign in Google

Email
eileen.hello@gmail.com

Password

[Sign in](#)

[Can't access your account?](#)
[Sign out and sign in as a different user](#)


After you have created a feed, click on **Publicize tab** to create a chicklet graphic image to be put on your blog to promote your blog.

Analyze
Optimize
Publicize
Monetize
Troubleshootize
My Feeds

Your feed is ready for the world. Now what?

Integrate

FeedBurner integration varies depending on which platform you use to publish your blog. Some of the most popular platforms are listed below with links to the most important features.



Blogger

- ◆ [Redirect your Blogger feed to your FeedBurner feed »](#)
- ◆ [Publish a chicklet to display your FeedBurner feed »](#)
- ◆ [Offer blog updates via email »](#)

Select a **standard** or a **custom** feed icon that you like to put on your blog.

Analyze Optimize **Publicize** Monetize Troubleshoot

My Feeds


↓ SERVICES


- Headline Animator**
Display rotating headlines
- BuzzBoost**
Republish your feed as HTML
- Email Subscriptions**
Offer feed updates via email
- PingShot**
Notify services when you post
- FeedCount**
Show off your feed circulation
- Chicklet Chooser**
- Awareness API**
- Creative Commons**
- Password Protector**
- NoIndex**

Chicklet Chooser


Promote your FeedBurner feed directly on your website! Place HTML that Chicklet Chooser automatically generates for you in your site templates to help users easily subscribe to your feed.


Choose the new standard feed icon:


 Subscribe in a reader [\(Why is this icon now a standard?\)](#)


 Subscribe in a reader


Or use a custom icon from popular web aggregators:

 MY YAHOO! (Add your feed to My Yahoo!)

 Google™ (Add your feed to Google Homepage/Google Reader)


 newsgator (Add your feed to Newsgator)

 myAOL (Add your feed to My AOL)

 netvibes (Add your feed to Netvibes)

- Click the radio button next to the button you want to display on your site.
- From the drop-down select "Blogger", then click **Go!** to add the chicklet as a widget.

`<type= application/rss+xml >subscribe in a reader</u></p>`

Use as a widget in  **Blogger**

TypePad
Blogger

- Blogger will open in a new window. Follow the prompts there to continue to add the new widget.

Add Page Element

You're about to add content from another site to your blog. **Make sure you t**
This action will place some code from the content provider into your blog pa
below.

Select a blog:

Title:

▶ [Edit Content:](#)

ADD WIDGET

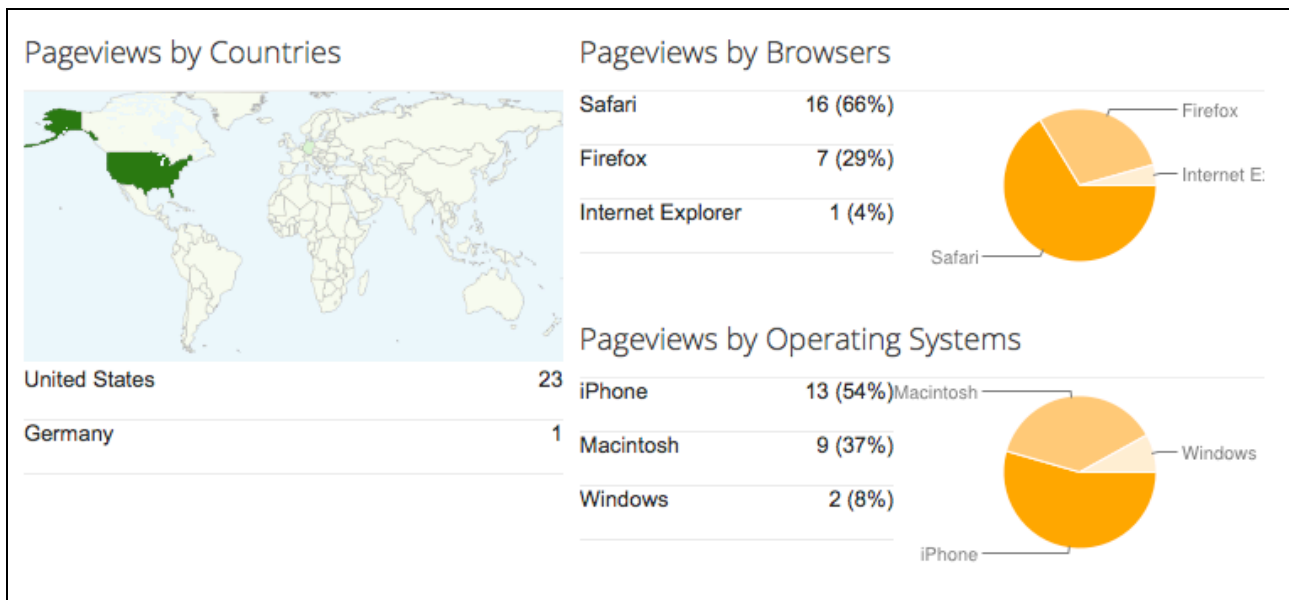
Then choose widget to be used on **Blogger**, and then click **Add Widget** on the following screen. This will add the icon you chose onto your blog page.

Lastly, remember to enter this newly-created feed under the **Feed Address** field on the **Site Feed Tab page** if you have not already done so.

RSS (Really Simple Syndication) is just one standard for expressing feeds as XML. Another well-known choice is **Atom**. If you want a RSS feed instead of an atom feed, you can use the free service provided by www.feedburner.com. When an updated blog site provides a feed to their reader, people can subscribe to it using special software called 'Newsreaders' or 'Aggregators' to automatically scan feeds for updates. A feed reader will display your feeds and the number of new (unread) entries within each of those feeds. Example of feed readers are: My Yahoo!, NewsGator, and Google Reader.

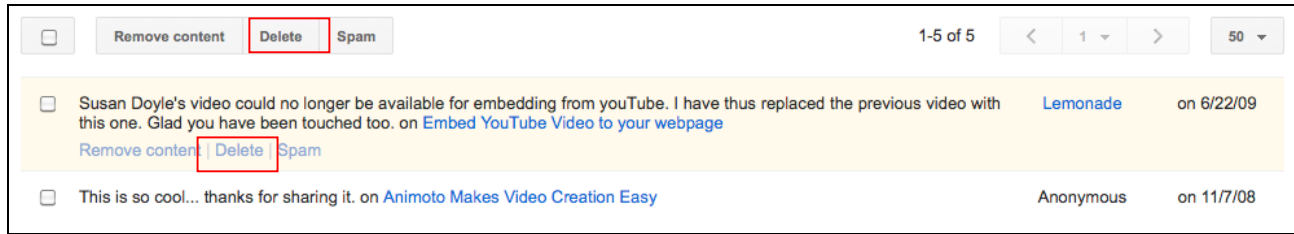
Stats

This gives you a summary of all the page views you have over a period of time. A chart displays the frequencies of pageviews. It also allows you to see where your audience is coming from. Select **Don't track your own pageviews** if so desired.



Comments

If you want to delete posted comment on your blog, select **Comments > Published**. Choose a single comment or multiple ones, and then click the **Delete** link.



Templates Resources

<http://btemplates.com/>

<http://www.deluxetemplates.net>

Additional Resources

Host your Blogger Blog to your Own Domain Name

There are two ways to turn an *http://yourblog.blogspot.com* Blogger URL into your own domain with your own hosting.

Read more:

http://www.ehow.com/how_8496671_connect-blogger-domain.html

http://www.ehow.com/how_11415188_export-blogger-blog-domain.html

Or, you can host the Blogger blog on the Google server and purchase a domain through Google Checkout. To host on Google cost \$10 annually as of the time of publication.

Read more:

http://www.ehow.com/how_8503736_host-own-blogger-blog.html#ixzz1rmH1NP2L

Both options enable you to have a custom domain and host your own Blogger blog.

Import/Export blog

<http://support.google.com/blogger/bin/answer.py?hl=en&answer=97416>