

Creating a Blog

Signing up for a new blog at <http://blogs.cas.suffolk.edu> for the first time. In these steps, you will create a username, blog title, and a new password to access your blog.

Go to <http://blogs.cas.suffolk.edu> and click Sign Up Here

The screenshot shows the homepage of <http://blogs.cas.suffolk.edu>. On the left, there's a sidebar with "Active Blogs:" listing "Suffolk Scoop (129)", "Douglas Seidler (35)", "Podcasting your Class (32)", "Interior Design - Connections (27)", "CAS Academic Technology News (25)", and "iEntérate! (24)". Below that is a "Learn More:" section with links to "Video Tutorials", "Questions & Support", and "Get in Touch!". At the bottom is a "Featured Blogs:" section with a link to <http://blogs.cas.suffolk.edu>. The main content area on the right has a "Login" form with fields for "Username" and "Password", a "Remember me" checkbox, and a "Login »" button. Below the login form are links for "Lost your password?" and "Get a Blog!". A large red arrow points from the "Get a Blog!" link down towards the "Sign Up Here or... Get Another Blog" text. Another red arrow points from the "Get a Blog!" link towards the "Sign Up Here" link.

Active Blogs:

- Suffolk Scoop (129)
- Douglas Seidler (35)
- Podcasting your Class (32)
- Interior Design - Connections (27)
- CAS Academic Technology News (25)
- iEntérate! (24)

Learn More:

- ♦ Video Tutorials
- ♦ Questions & Support
- ♦ Get in Touch!

Featured Blogs:

<http://blogs.cas.suffolk.edu>

Login

Username:

Password:

Remember me

[Login »](#)

[Lost your password?](#)

Get a Blog!

[Sign Up Here or... Get Another Blog \(Please wait for pages to load\)](#)

Enter a username and your Suffolk email address and click Next

Get your own Blogs.cas.suffolk.edu account in seconds

1 Username:

jsmith

(Must be at least 4 characters, letters and numbers only.)

Email Address:

2 jsmith@suffolk.edu

(We'll send your password to this address, so **triple-check it.**)

Verification:

663284

3

663284

Gimme a blog!

Just a username, please.

Next »

Usernames will display with your posts (first initial, last name is a good convention). Be sure to enter the verification code as well.

Enter your Blog Name and Blog Title

Blog Name:

blogs.cas.suffolk.edu/

1

metanation

(Your address will be **blogs.cas.suffolk.edu/blogname**. Must be at least 4 characters, letters and numbers only. It cannot be changed so choose carefully!)

Blog Title:

2

Meta Nation

Privacy:

I would like my blog to appear in search engines like Google and Technorati, and in public listings around this site.

3

Yes No

4

Signup »

Blog Names cannot have spaces or symbols. By default, it will be your username, but you may go change that to your actual blog name.

Choose your Privacy level and click the Signup button.

Privacy:

I would like my blog to appear in search engines like Google and Technorati, and in public listings around this site.

1

Yes No

Signup »

2

Choose whether or not your blog is public or private. You can modify this later under the Privacy settings. Often, people will start private until they set up the blog the way they want, they then change the setting to public.

View the confirmation screen and check your Suffolk email inbox.

Congratulations! Your new blog, Meta Nation, is almost ready.

But, before you can start using your blog, **you must activate it**.

Check your inbox at **jsmith@suffolk.edu** and click the link given. It should arrive within 30 minutes.

If you do not activate your blog within two days, you will have to sign up again.

Still waiting for your email?

If you haven't received your email yet, there are a number of things you can do:

- **Wait a little longer. Sometimes delivery of email can be delayed by processes outside of our control.**
- Check the junk email or spam folder of your email client. Sometime emails wind up there by mistake.
- Have you entered your email correctly? We think it's **jsmith@suffolk.edu** but if you've entered it incorrectly, you won't receive it.

Log in to your Suffolk email and click the link generated for you.

To activate your user, please click the following link:

<http://blogs.cas.suffolk.edu/wp-activate.php?key=eac75d5834b17e97>

¹ After you activate, you will receive *another email* with your login.

Copy the password generated for you, and click Login



Your account is now active!

Username: Password:

jsmith 3b7edb22

Your account is now activated. [Login](#) or go back to the [homepage](#).

Welcome to Blogs at Suffolk University! © 2008 All Rights Reserved.

WordPress The

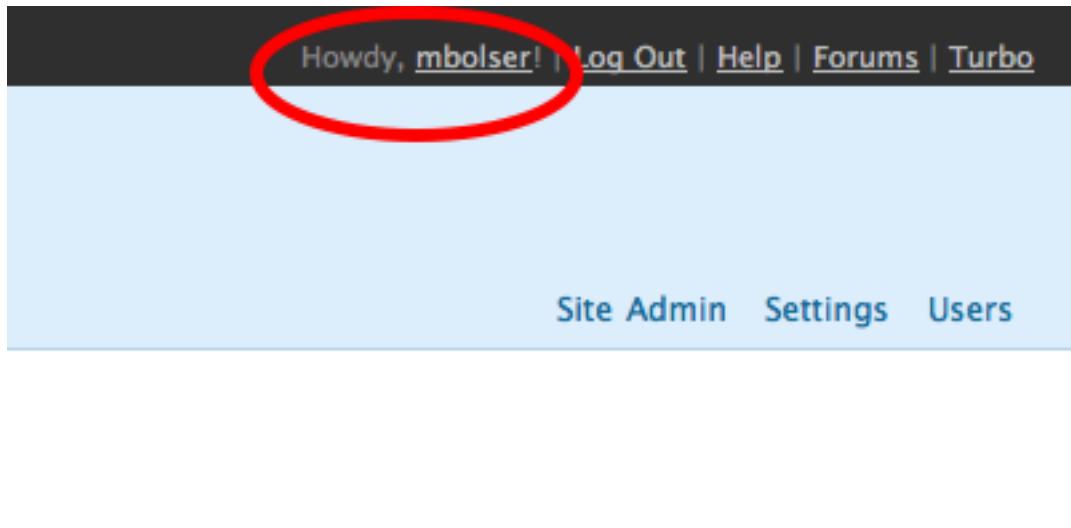
You will also receive an email with this password

At the Login screen, enter your Username, Password, and the code, and click Login



Next, you will change your password to something you will remember. Don't click Remember Me until you have changed your password in the next few steps. Otherwise, you will have to go in and delete your browser's cookies.

Click your name on the upper right corner to go to your Profile page



Be sure the Visual Editor is checked (unless you know HTML and prefer to write that way)

The screenshot shows a user profile page titled "Your Profile and Personal Options". At the top, there are tabs for "Write", "Manage", "Design", and "Comments". Below that, there are links for "Authors & Users" and "Your Profile". The main section is titled "Personal Options". It includes a "Visual Editor" setting with a checked checkbox labeled "Use the visual editor when writing". This checkbox is circled in red. Below it is an "Admin Color Scheme" section with two options: "Classic" (using a grayscale color palette) and "Fresh" (using a color palette of black, light blue, red, and dark blue).

Scroll to the BOTTOM of the page, enter your New Password and click Update Profile

New Password

1 If you would like to change the password.
2 Type your new password again.

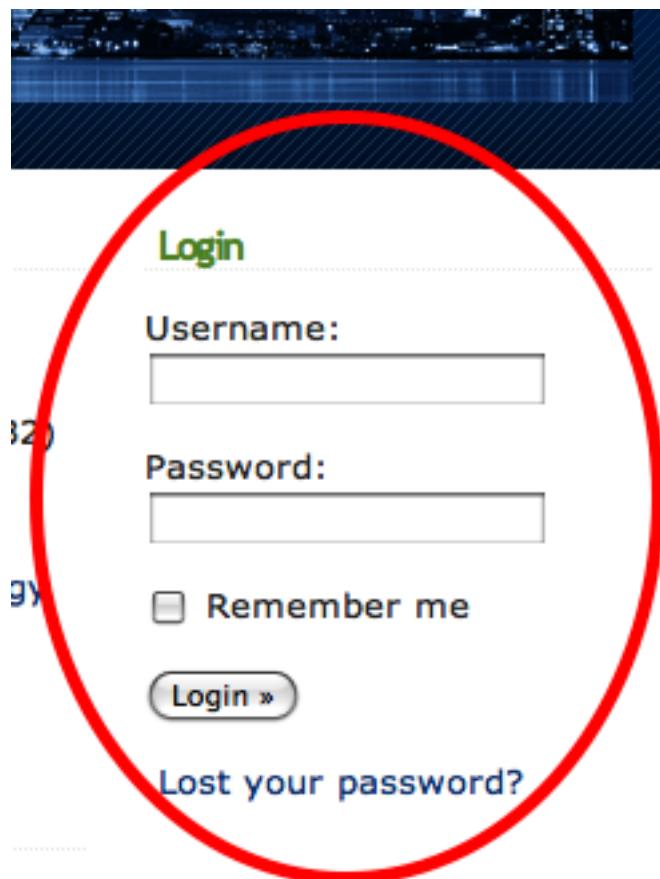
Password Strength

Too short Hint: Use upper and lowercase letters, numbers, and symbols.

Update Profile 3

Feel free to add other profile information along the way to the bottom of this page.

Congratulations! Your new Blog, Username and New Password are set!



For now on, you will access your blog with the username you created and your new custom password through the "Login" option on the home page.