

Teachers

- Collect [parent permission](#) for all students
- Set up account at <http://kidblog.org/home/>
- Create a class
- Determine settings
 - General
 - Theme/Sidebars
 - Users
 - Input each student
 - Bulk Upload
 - Use “Join-code”
 - Privacy (consider audiences to include)
 - Categories (optional)
 - Connections (optional)
- Determine procedures
 - Posting
 - Commenting
 - Replying
- Determine purpose of blogging (i.e. standard, topic, prompt, etc.)
- Review and approve posts and/or comments

Students

- Log in with username and password
- Click “New Post +”
- Type text
- Add features (optional, follow class protocols)
 - Insert header
 - Add title
 - Background color
 - Background texture
 - Title fonts
 - Post fonts
 - Select a category
- Click option before logging out
 - Draft (work in progress, not ready to publish)
 - Review (work in progress, text completed but not revised or edited)
 - Publish (work completed, ready to publish)