

Blog Posting to TE(A)CH with Purpose @ Bronx CC

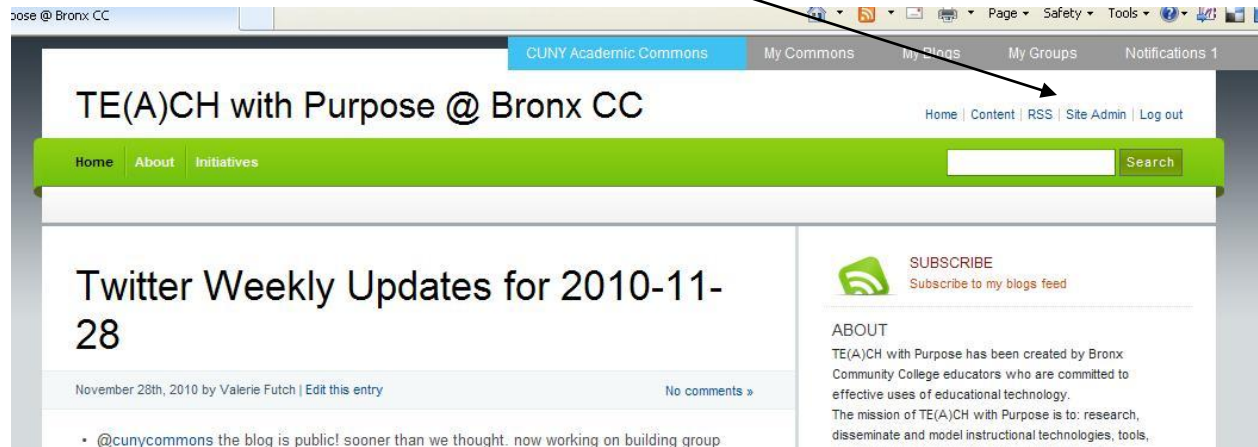
Posting to the blog is easy (and fun). The group and the blog make use of the “Wordpress” blogging platform. To begin your post, either visit the group [Commons page](#) and click “visit blog” on the left or visit the [actual link to the blog](#), and click at the top right where it says “Site Admin” or “Log In” (depending on whether you’ve logged into the Commons earlier). Your blog credentials are the same (and linked) to your Commons credentials (which is not the same as your BCC credentials unless you set it up that way).

Bloggng in general (for TE(A)CH with Purpose):

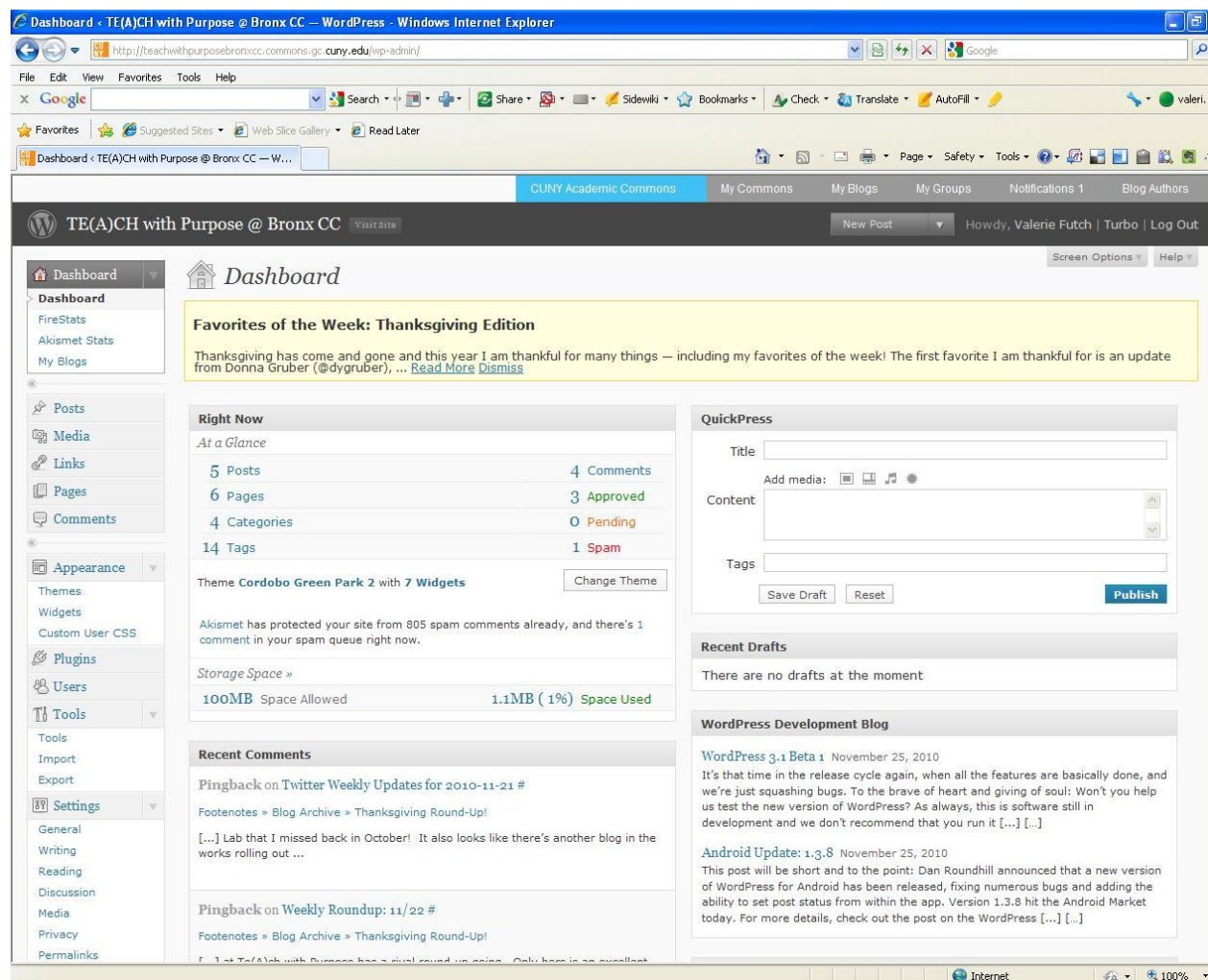
- These blog posts are meant to share your experiences engaging technology and pedagogy. This can range from the “big questions” of pedagogy and/or course design to the little things like an excellent web-application that makes your life a little easier.
- Images help. If you find an image using Google image please try to find its source/copyright information and give credit at the bottom of your post. [Wikimedia Commons](#) is another resource for images that are for public use.
- KISS. Keep it Short and Simple. Long blog posts are less likely to be read all the way through, but you definitely don’t want to cut the discussion short. I would say aim for about 500 words, more or less, depending on the topic. (The weekly updates tend to be about 250-300, to give you an idea).
- LINKS! Link to things – everything. Not only are the links helpful for the readers, but the people you are linking TO will find out about our site when they look at their “referring links” stats. In short, linking helps drive traffic to our site, and it gives your readers even more tools to investigate.
- Categories and tags. I discuss this below but please add them to your posts!
- Finally, you don’t have to, but it helps to end with a sentence that is likely to generate comments. Comments let us know we’ve got readers and help extend the discussion of the blog-post. They strengthen the overall experience for both blogger and reader. So, if you end with a question then you’ve already taken the first step to nudge your readers to respond.
- And remember, the TE(A)CH blog is public. The happenings on the Commons group page are NOT, but the blog is. It’s a way to share your thoughts and experiences with a larger audience!

Blogging Specifics (How-to):

Site admin will take you to your “dashboard.” This is where everything happens. As with the Commons group pages, everything you need is on your left.



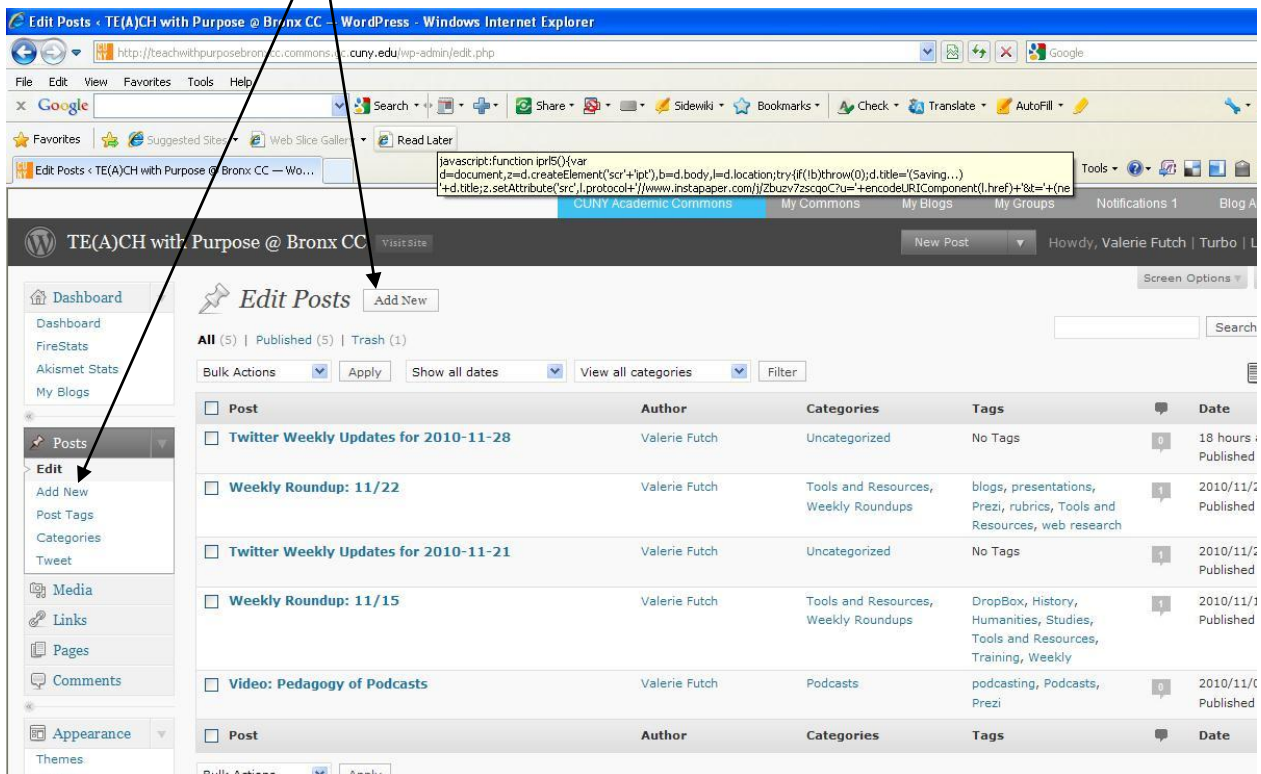
This is the “Dashboard” in WordPress:



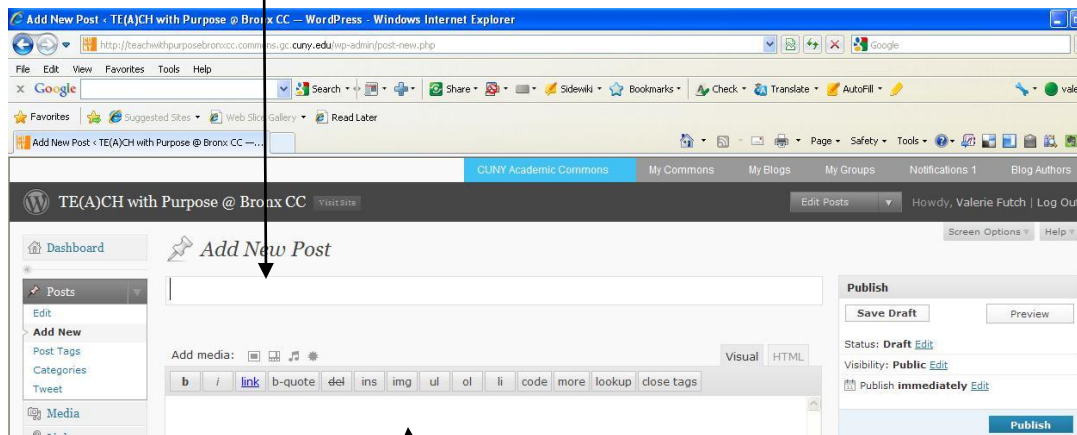
- To post to the blog you will want to select “Posts.”



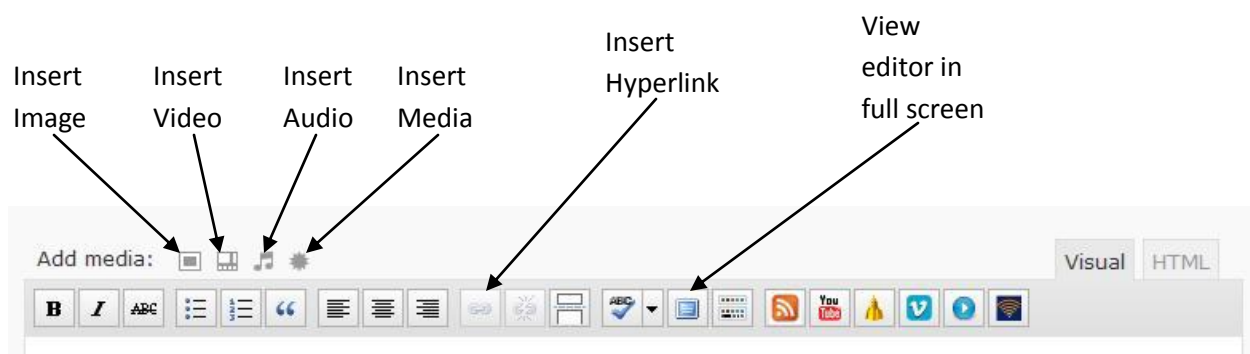
- Then select “Add New” from the top.



- Type in the title for your post, you can change this later if you want.

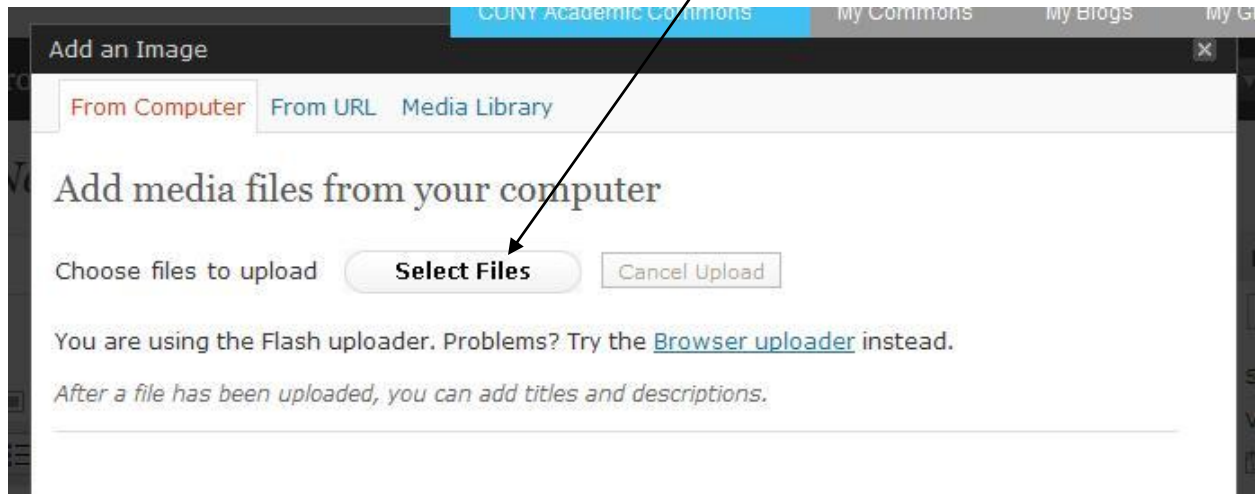


- Enter your post content.
 - You can enter it in the box, as is, or by entering full screen mode by clicking the blue button near the spell-check button.
 - Insert images, videos, audio by selecting the proper icon after “add media” – if you hover over each one it will tell you what it is.
 - This will route you to the *media gallery* to add your image (see below). It sounds more complicated than it is. Don’t worry! You won’t lose anything.
 - *Add links.* When you have something to link to the easiest thing to do is open it in another window/tab, copy the address, then return to your post, highlight the text you would like to turn into an active link and click the “link” button (hint: it looks like three chain links) in the editor box. Paste the address into the box. I like to select to have my links open in a separate window so that people don’t leave my blog before they are finished reading the post.



Adding an image via the Media Gallery

When you click to add an image the following box appears: It is easiest to already have the image saved in your pictures folder and to add it as a file from your computer.



Select the image from your folder. It will upload and present you with a box like this:

You don't really need to change anything except to select an alignment, a size (medium is usually best), and then select "insert into post." Once it is inserted you can drag it to the place you want.

- **Finally, DON'T FORGET the tags and categories.** Tags and categories make our blog more functional in the long-run as a reference/resource and they also help people find our blog posts when they search for certain categories. I've generated a few categories, feel free to add to these. And, when tagging, *don't hold back!* Tag as much as you like and as much as you can think of.

Publish

[Save Draft](#) [Preview](#)

Status: **Draft** [Edit](#)

Visibility: **Public** [Edit](#)

Publish **immediately** [Edit](#)

[Publish](#)

Post Tags

[Add](#)

Separate tags with commas.

[Choose from the most used tags in Post Tags](#)

Categories

[All Categories](#) [Most Used](#)

- ☐ Podcasts
- ☐ Tools and Resources
- ☐ Uncategorized
- ☐ Weekly Roundups

With these options you can save the draft to return to later, preview how the post will look, or publish it. You can still make changes once it has been published by returning to this editor window.

Generate as many tags as you like! The more the better. You can also select to view most used tags and select from there. You'll notice that as tags are more frequently used they are larger in the "tag cloud" on the blog home page.

Be sure to select a category. As we build up posts this will help people find older posts that may be useful for a certain topic. If the category you need is not listed then just create a new one.

- When you've entered your text, content, images, etc. and you've filled out the tags and categories, you are ready to hit the blue "Publish" button on the right. If you aren't quite finished yet you can hit "Save Draft" and the post will be saved for you to return to. You can also hit "Preview" to see how it looks before actually publishing it. You CAN still make changes even after you've published it if you notice a mistake by simply returning to this editing dashboard, making the change, and re-clicking "Publish."