Directions for Accessing Blogger

1. Log into your RioLearn email account. Click on the 9 box grid in the upper right-hand corner.

2. This will bring up another menu. Click on “More”.

3. This will bring up another menu. Click on “Even more from Google”.

4. This will open another tab. You will need to scroll down the page almost to the bottom. Under the heading “Social”, you will see an icon for Blogger. Click on that link and it will take you to your blogger account.
• Click on New Blog (left)
• Box opens to Create a new blog
  o Put your title in
  o Put in your address- type the name you want and the end will be added automatically (.blogspot.com)- *SAVE this link
  o The system will check for availability of your address
  o *This is the address you will use for your assignment so your instructor can view your blog
  o If you need to find the address again, look for the Permalink once your blog is open (left link)
    o Click on New blog (upper left)
    o Click Publish (upper left)
• You blog will default to “public”. **Leave your blog as public** so your instructor can access your blog through the permalink you submit in the Blog assignment link.
  o Do not use any specific student information (names, etc).
  o If you blog is not set ‘public’, Go to Settings, Basic, scroll to Permissions. Look for ‘private’ and click on ‘edit’. Change to ‘public’.