

1. Use your school google account, go to blogger.com and sign in.
2. Select or log in with your school google email/account
3. Now you're in "Blogger." Click "CREATE BLOG" in gray in the upper left corner.
4. It should ask you to title your blog: **title it whatever you want, just include YOUR NAME somewhere in title!**
5. Next it will ask for you to *choose a URL*:
 - **Do This Exactly How It's Listed Here** (This is how I'll know to access your blog)
 - ***Enter the following info:***
 - **Blog address:** Type in "FirstnameLastInitialFilmBlogSpring2025 (.blogspot.com)
 - **For example:** JimDFilmBlogSpring2025 (Make sure it is available)
6. Now you should be on your blog's home screen. On the left you should see options, like "New Post," "Layout," "Theme," etc.
7. Click "THEME" on the left and pick a theme (this can be changed any time). You can customize it and change colors and locations of things. Again, you can mess around play with this later.
8. **Let's Practice adding a NEW POST:** Click "New Post" at the top left (in orange) and post a test post:
 - Title this post "Test Post"
 - In the body, write "This is a test."
 - Let's practice **LINKING**:
 - Write "Practice Link" in the body of the post.
 - Go to the internet and navigate to Rotten Tomatoes.
 - Copy the url
 - Go back to your post and highlight the "Practice Link" text
 - Click the "link" button in tools (the paperclip)
 - Paste the url for Rotten Tomatoes
 - Check the box "Open This Link In A New Window"
 - Click "Apply"
 - Let's practice putting an **IMAGE** in your post:
 - Go to the internet and find a still from one of your favorite movies (easy to do: go to Google Images and search "Stills from __ (your movie) __" and click on images.
 - Locate & copy the image (you can do this multiple ways: "copy image" or right-click on the image you want and click "copy image address" or "copy web address")
 - Click on the "insert image" tool in the toolbar in your blog post & click the appropriate way you'd like to insert the image (alternatively, you can just copy/paste the image if that works!)
 - Click the image and look at the new toolbar options on the image that pop up
 - **Let's experiment and have you change the image size to "small"**

- Go to the toolbar options and find “image size” and click small
- **Let’s experiment and have you click the image and align it to the right (with the toolbar)**
- **Let’s experiment and have you “toggle the caption” by clicking the image and clicking the “A” with the line underneath and then writing “Still From __ (your movie)____.”** Your image should now have a caption underneath
- **Let’s practice by having you change text color:**
 - Write “Text Color” and highlight
 - Go to the toolbar and change the text color to BLUE!
- **Finally, let’s experiment by having you import text/photos from a google doc and change it:**
 - Click [THIS LINK](#) (from the digital version of this doc on Canavs!) and copy the text and image you see there.
 - Paste this into the bottom of your post & make sure it’s highlighted
 - Next, go to the three dots in the toolbar (... all the way to the right) and click on those three dots.
 - Then, click on the “T” with the line through it (“Clear Formatting”) and clear the formatting from this copy/paste.
 - The text should now all be the same font and the picture will have likely changed size.
 - Click on the picture of the sloth and change the size to medium.
 - Highlight the text in the bullet points (Thing 1 and Thing 2) and go to the three dots again
 - Click on the bullet points option and make this bullet points again.
 - Organize Thing 1 and Thing 2 into two clear bullet points
 - Highlight “Thing 1 and Thing 2” and change the text color to RED
 - Highlight “Thing 1 and Thing 2” and change the font to ARIAL (click on the “A” with the shadow in the toolbar”
 - Highlight “Thing 1 and Thing 2” and change the font size to “Large” (in the toolbar, the big T and small T)
- **Then click the orange “PUBLISH” on the right (click “confirm”).**

9. You’ll now be in “Posts.” Look to the left and scroll down to “VIEW BLOG.” Click!

10. This is what your blog looks like (it opened in a new tab)! If you’d like to change the layout, you can click back into the previous tab, go to “layout” and move things around. Or you can change the theme again.

11. You’re done for now!