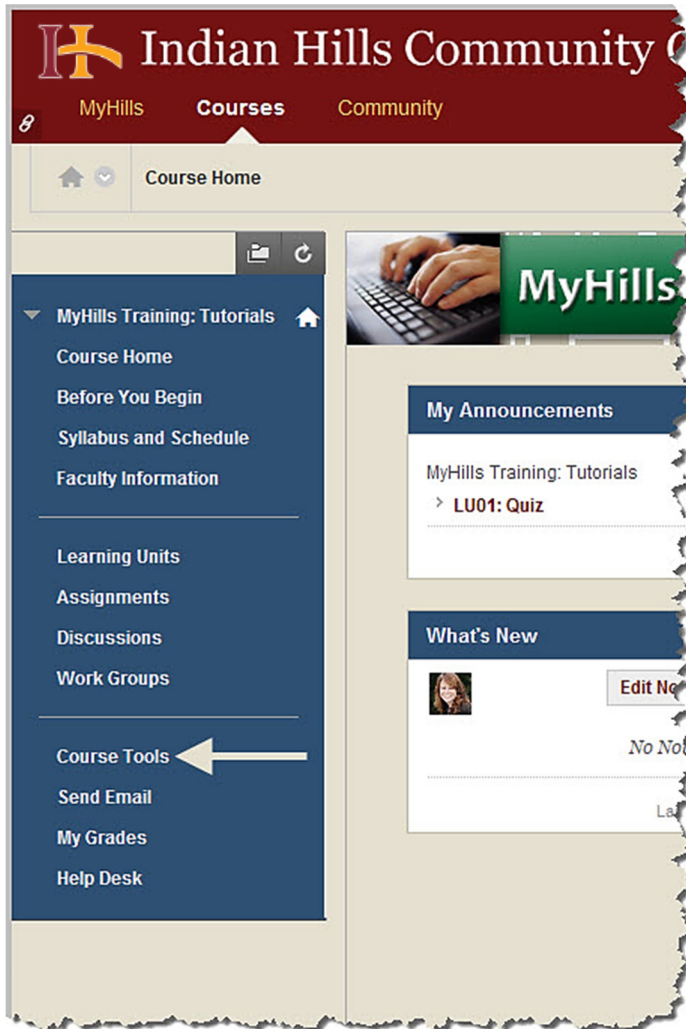


## Computer Tutorial: Create a Blog Entry

**Purpose:** To show students how to create a blog entry in MyHills.

“Blogs” offer a way to share ideas about a blog topic within a course. Everyone enrolled in the course can view each other’s blog posts and comments.

From within a course, click “**Course Tools**,” which is located in the **blue** “Course Menu.”



The "Tools" page will open.



Select "Blogs."

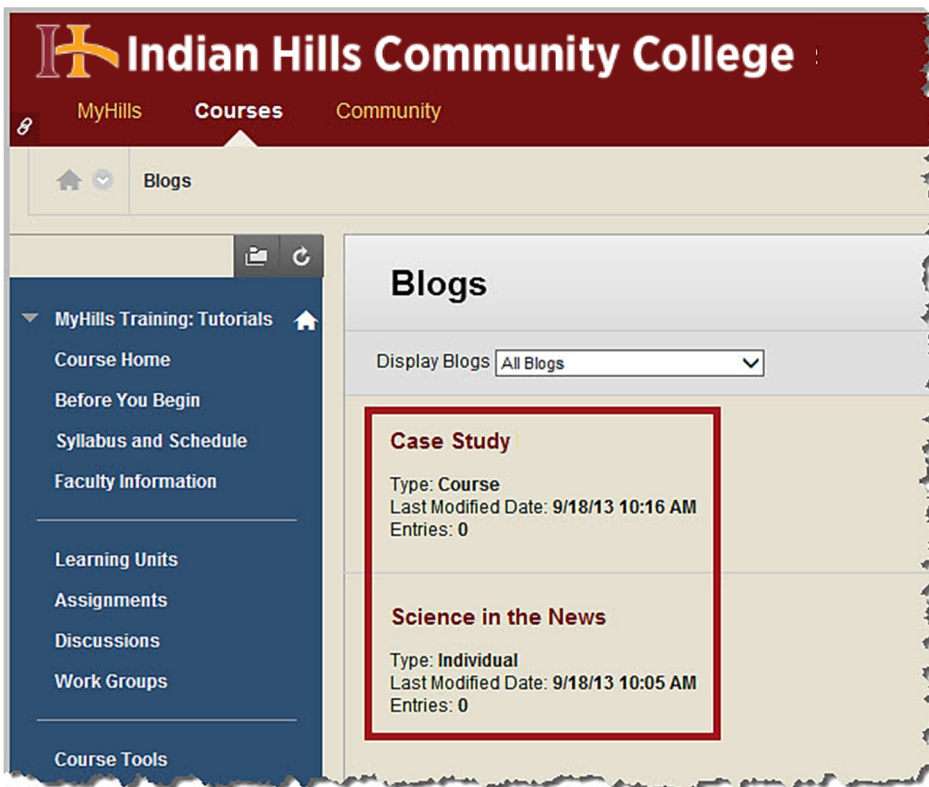


The “Blogs” page will open.

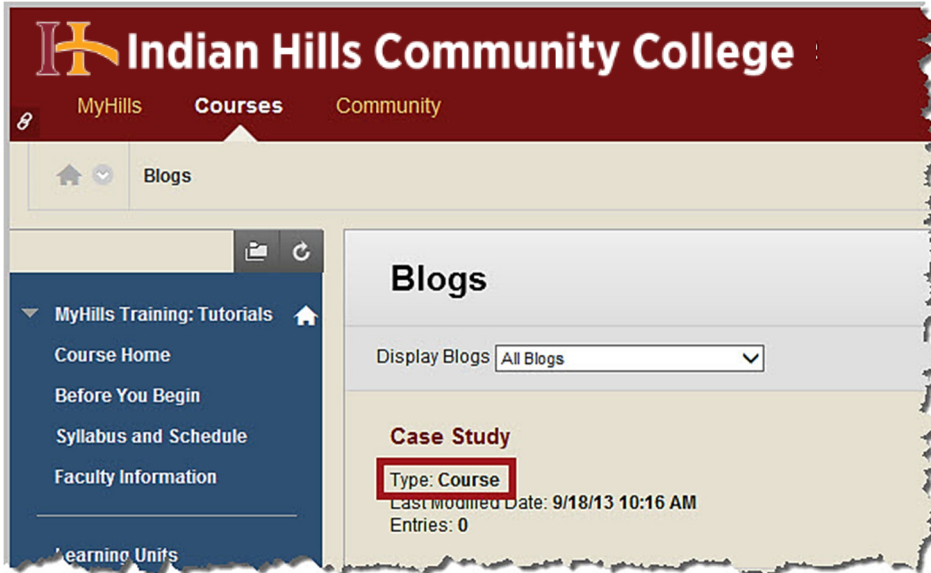
**Note:** You may also be able to access the “Blogs” page by clicking the “Blog” link from within a Learning Unit.



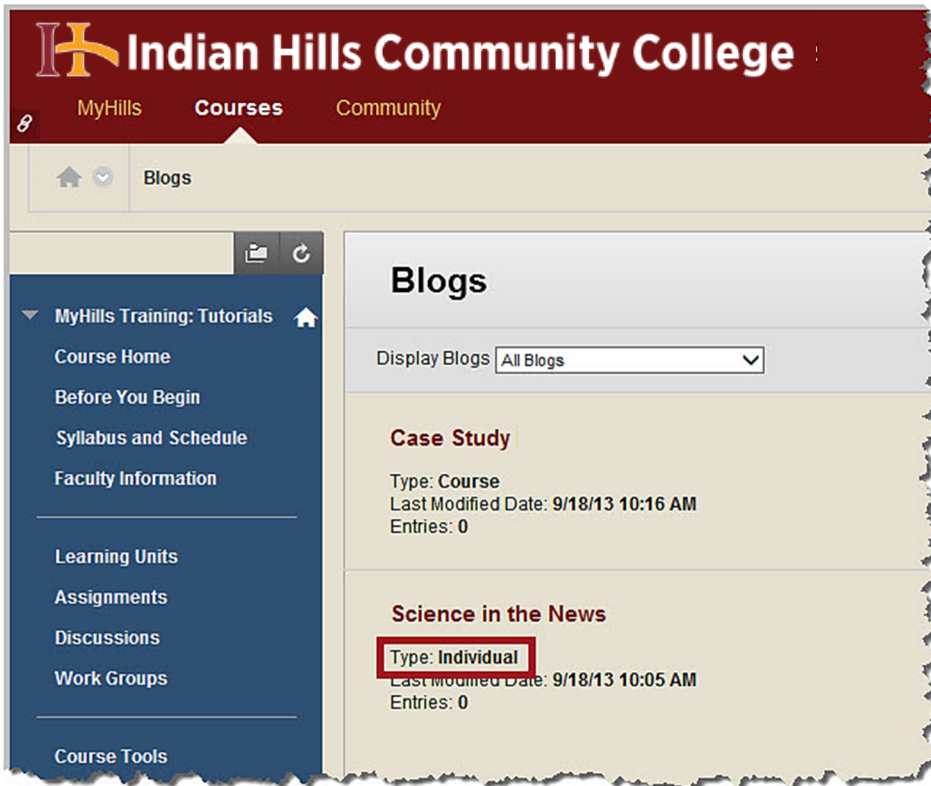
On the “Blogs” page, a list of all available blogs for the course will appear.



A “Course Blog” is owned by the entire course. This means that everyone in the course can view the blog, post entries to the blog, and make comments to the blog.

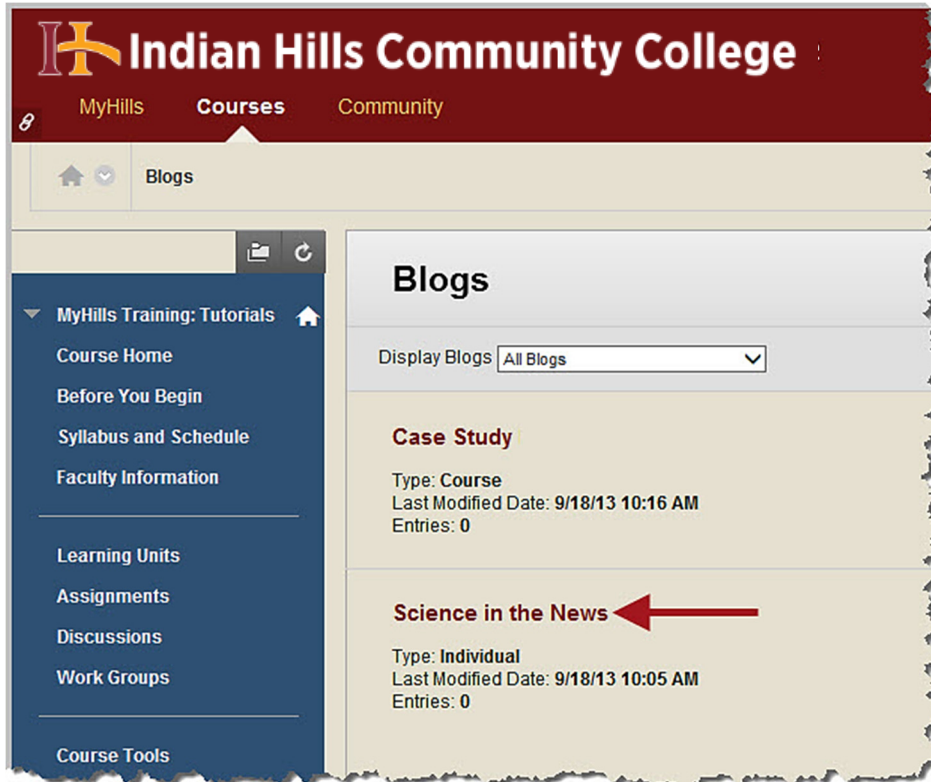


An “Individual Blog” is owned by each student in the course. This means that each student has his/her own personal blog. Only the owner of the blog can create blog entries. All other course members can view the blog and add comments.



Click the title of the blog you would like to access.

**Note: Do not be alarmed if you cannot access a particular blog. Your instructor may choose not to open a blog until a specific date and time, or until a certain assignment has been successfully completed.**



The blog will open.

**Note: You may also be able to access a *specific* blog by clicking the Blog link from within a learning unit.**



The instructions for the blog will appear in a blue box under “Instructions.”

The screenshot shows the Indian Hills Community College website interface. At the top, the college logo and name are displayed. Below the navigation bar, the course title "Science in the News" is visible. A sidebar on the left contains various course-related links. The main content area features a "Create Blog Entry" button and a blue instruction box. The instruction box contains the following text:

**Instructions**

You are responsible for five blog entries throughout the course. In each entry, discuss what you learned from a local, state, or national news story involving science.

What is the story about?

Why is it a noteworthy contribution to science?

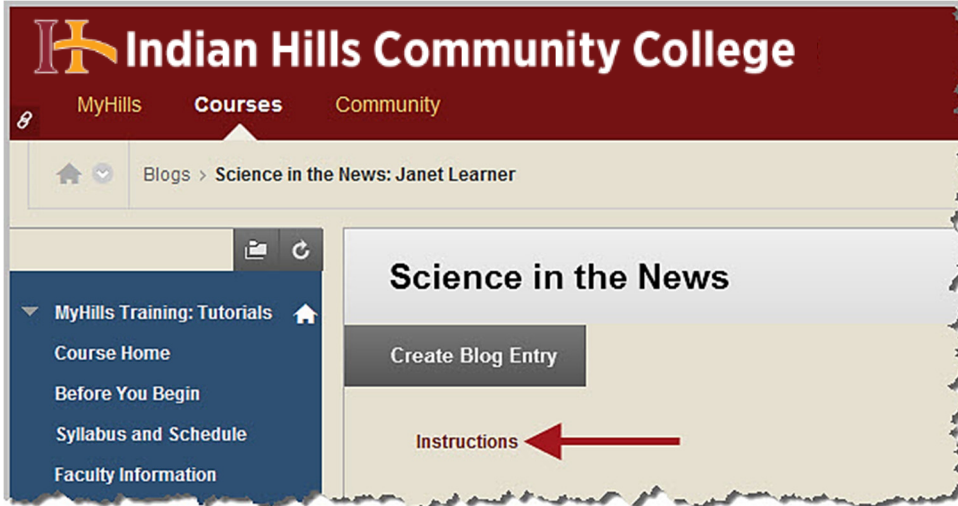
Be sure to include the name and date of the news article/broadcast. You may also add photos or videos to your entry, although this is not required. Your blog is worth 100 points. In order to earn the maximum number of points, your entries should be free of spelling, grammar, and punctuation errors.

On the right side of the page, there is a "View Drafts" button and a section titled "About this Blog" which includes a profile picture of Janet Learner and details such as "Type: Individual Blog", "Author: Janet Learner", "Entries: 0", "Comments: 0", "Blog Grade", "Grade for: Janet Learner", "Grade: — out of 100", "Grade Date: —", and "Feedback: —".

You may close the “Instructions” box by clicking the “X” in the upper-right corner of the box.

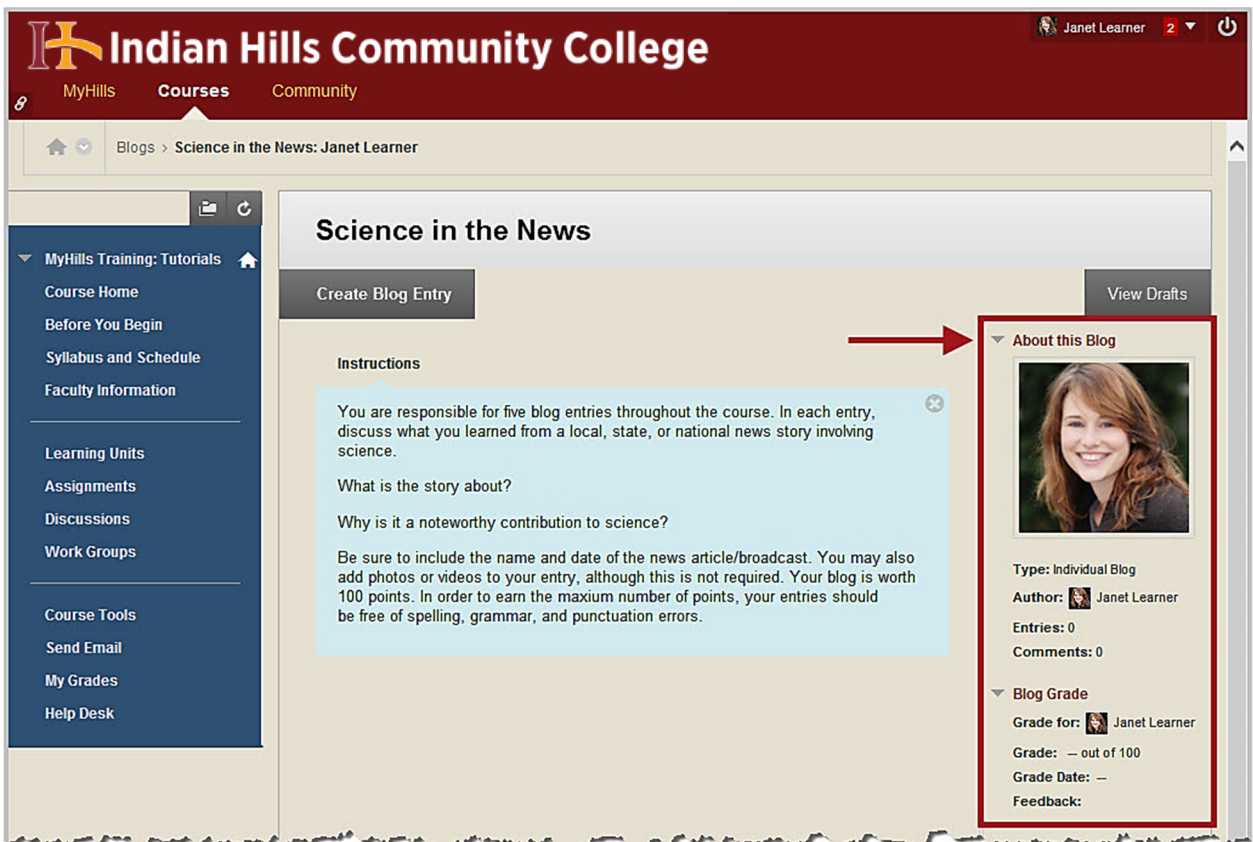
This screenshot is identical to the one above, but with a red arrow pointing to the "X" icon in the upper-right corner of the blue instruction box, indicating how to close it.

Click “Instructions” if you would like to re-open the “Instructions” box.

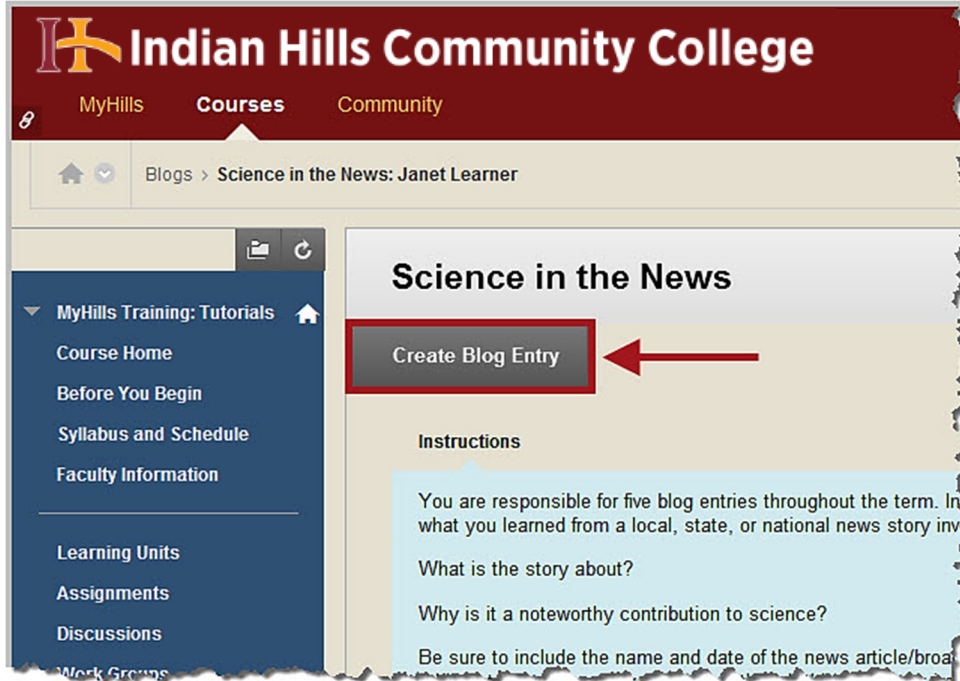


Your avatar, as well as general information about the blog, including “Blog Grade” information, will appear on the right side of the page, under “About this Blog.”

**Note:** For information on how to upload your avatar to MyHills, see the MyHills tutorial “Upload an Avatar.”



Click “Create Blog Entry” to create a new blog entry.



The “Create Blog Entry” page will open.





Type the title of your blog entry in the box next to “Title.”


**Create Blog Entry**

*Blog Entries make up the content of a Blog. Depending on the Blog settings, Entries may be edited or deleted by their authors. Blog Entries can be saved as a draft to edit or delete at a later time. [More Help](#)*

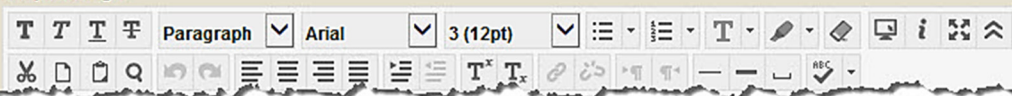
\* Indicates a required field.

Cancel Save Entry as Draft **Post Entry**

### 1. Blog Entry Information

\* Title 


Entry Message

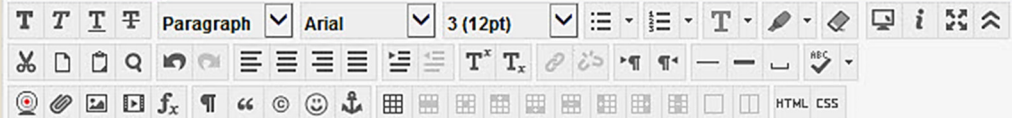


Then, type your entry in the “Entry Message” box.

### 1. Blog Entry Information

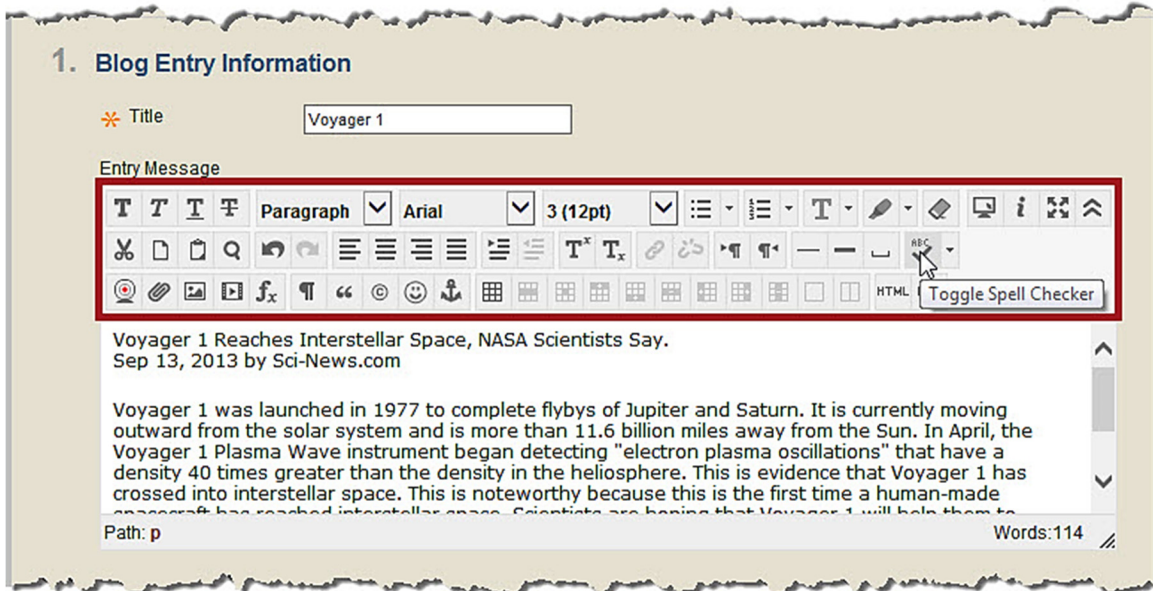
\* Title

Entry Message 



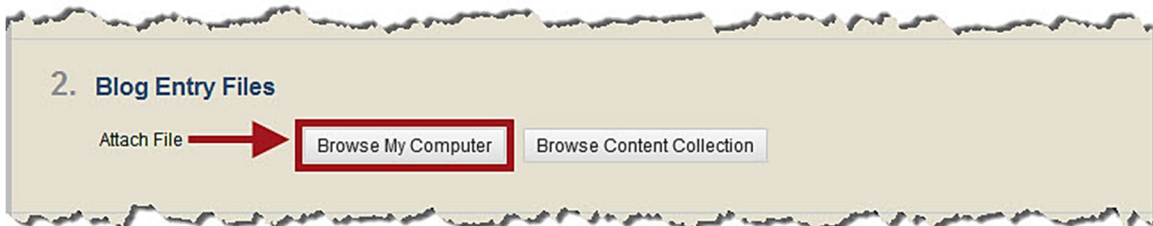
Path: p Words:0

You may edit your entry using the WYSIWYG (what you see is what you get) editor, above the text box. You may change the font, add images, create a bulleted or numbered list, use spell check, etc. Hover your cursor over a button to view its function.



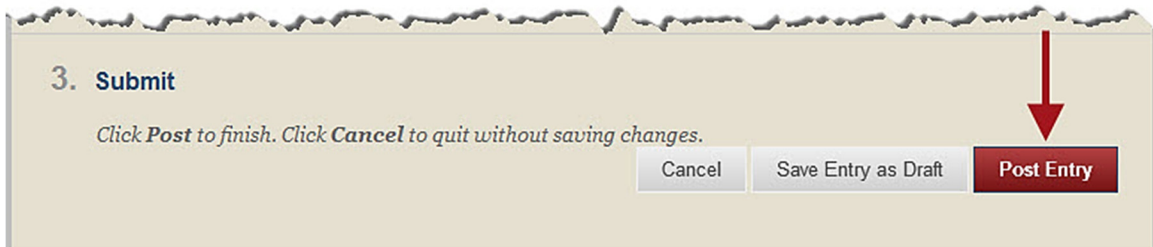
If you need to attach a file to your blog entry, click “**Browse My Computer,**” next to “Attach File.” Then, locate the file that you would like to attach and upload that file.

**Note: Do not attach files unless instructed to do so by your instructor. You should use the “Entry Message” area to type your entry.**

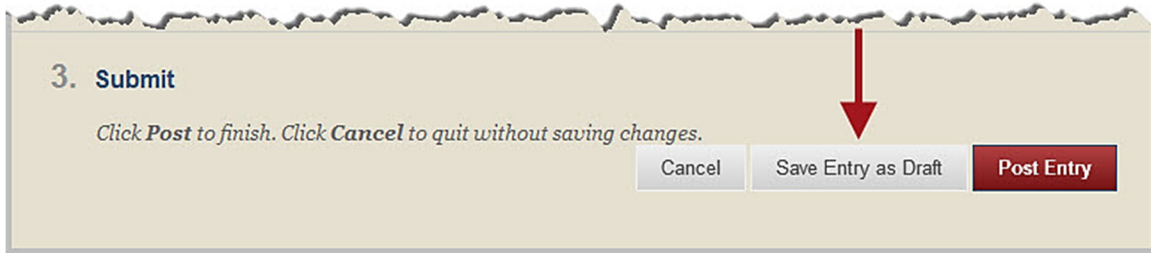


Once you are ready to post your blog entry, click “**Post Entry.**”

**Note: Click “Cancel” to cancel and delete your entry.**

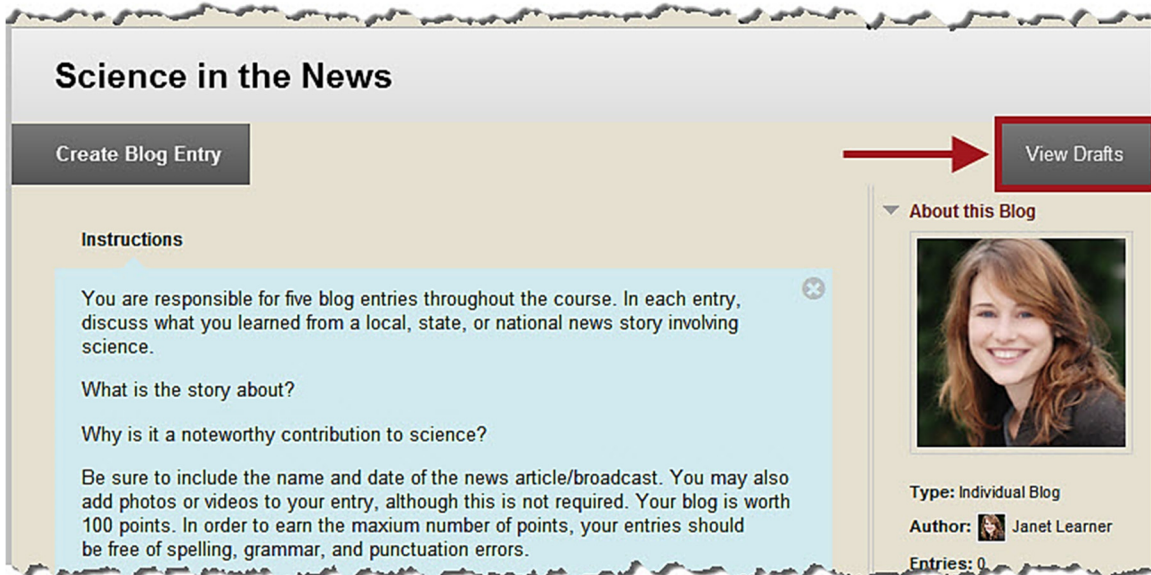


If you are not yet ready to post, you may select **“Save Entry as Draft”** instead of **“Submit.”** Then, you may edit your entry and post at a later time.



When **“Save Draft”** is chosen (above), the draft you typed can be accessed from within the blog, only by you. From within the blog, click **“View Drafts”** to view your saved drafts.

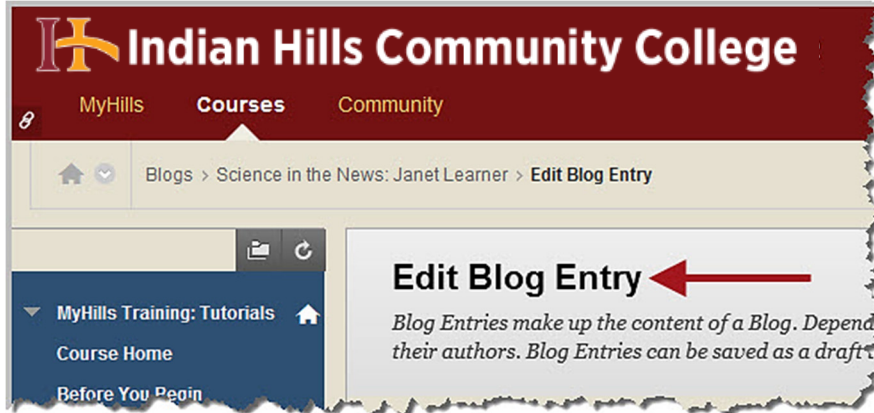
**Note: Only you can view your saved draft. You must “Post Entry” for others to see it.**



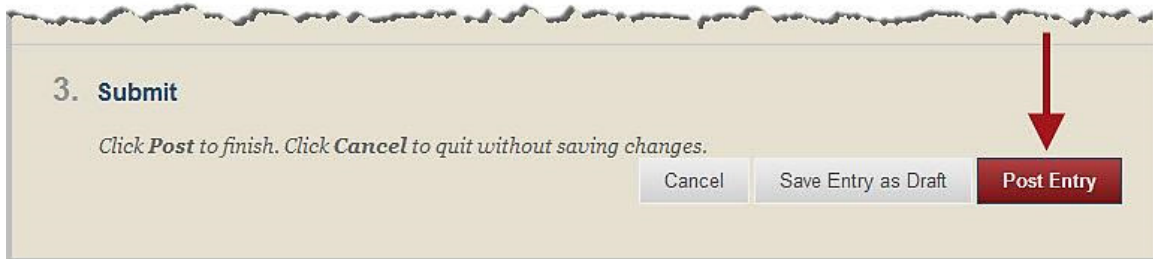
Then, on the **“View Drafts”** page, click the title of the draft you would like to open.



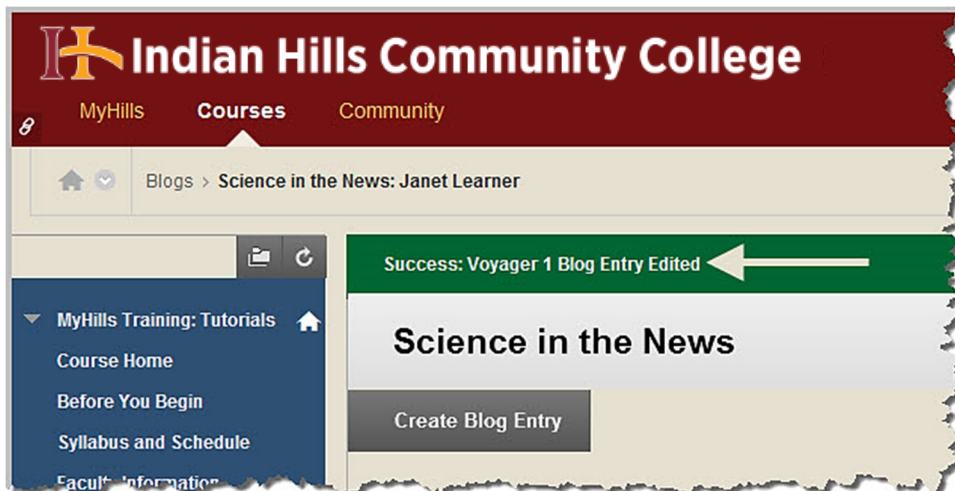
The “Edit Blog Entry” page will open.



Once you have completed your edits and are ready to post your blog entry, click “Post Entry.”



A green “Success...” message will appear at the top of the blog page.



Your blog entry will also appear on the blog page, below the "Instructions."

**Note: Blog entries will be listed in chronological order.**

The screenshot shows a blog interface for "Science in the News". At the top, there are buttons for "Create Blog Entry" and "View Drafts". Below this is an "Instructions" section with a light blue background, containing text about the requirements for blog entries. A red arrow points to the title "Voyager 1" of a blog entry. The entry text describes the Voyager 1 mission and includes a URL. To the right, there is a sidebar with "About this Blog" (featuring a profile picture of Janet Learner), "Blog Grade" (showing a grade of -- out of 100), "More Blogs" (with navigation arrows), and an "Index" section listing "September 2013(1) Voyager 1".

## Science in the News

Create Blog Entry View Drafts

**Instructions**

You are responsible for five blog entries throughout the course. In each entry, discuss what you learned from a local, state, or national news story involving science.

What is the story about?

Why is it a noteworthy contribution to science?

Be sure to include the name and date of the news article/broadcast. You may also add photos or videos to your entry, although this is not required. Your blog is worth 100 points. In order to earn the maximum number of points, your entries should be free of spelling, grammar, and punctuation errors.

Thursday, September 19, 2013

**Voyager 1** ←

Posted by Janet Learner at Thursday, September 19, 2013 9:49:25 AM CDT

Voyager 1 Reaches Interstellar Space, NASA Scientists Say.  
Sep 13, 2013 by Sci-News.com

Voyager 1 was launched in 1977 to complete flybys of Jupiter and Saturn. It is currently moving outward from the solar system and is more than 11.6 billion miles away from the Sun. In April, the Voyager 1 Plasma Wave instrument began detecting "electron plasma oscillations" that have a density 40 times greater than the density in the heliosphere. This is evidence that Voyager 1 has crossed into interstellar space. This is noteworthy because this is the first time a human-made spacecraft has reached interstellar space. Scientists are hoping that Voyager 1 will help them to better understand interstellar space.

<http://www.sci-news.com/space/science-voyager-1-interstellar-space-nasa-01378.html>

Comment

**About this Blog**

Type: Individual Blog  
Author: Janet Learner  
Entries: 1  
Comments: 0

**Blog Grade**

Grade for: Janet Learner  
Grade: -- out of 100  
Grade Date: --  
Feedback: --

**More Blogs** < >

Janet Learner (1)

**Index**

September 2013(1)  
Voyager 1

Indicates New Entries  
 Indicates New Comments

Congratulations! You now know how to post a blog entry in MyHills!

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Office of Online Learning

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**Phone:** (641) 683-5333 | **Email:** [helpdesk@indianhills.edu](mailto:helpdesk@indianhills.edu) | **Web:** [www.indianhills.edu/helpdesk](http://www.indianhills.edu/helpdesk)