

Directions on how to respond to Clark's Blog

1. First, type your article/response in MS Word. Have someone read it over to be sure you are answering the question completely and clearly. Be sure to spell check! **Save your work with the title of the assignment, just in case** 😊
2. Go to blog website: http://classblogmeister.com/blog.php?blogger_id=190360
You can also access it from the team website
3. At the top left corner, log in using the "username" and "password" that was given to you in class.
4. At the top of your blog page, click "Articles". A page will open up that will allow you to copy your response from MS Word and paste it into the box below.
To make it more personable, click on "graphical"-this will allow you to change your font, the color, background, etc.
5. When you are ready to submit, click the "assignment" drop down menu and choose the correct assignment to post to.
6. Check the "request to publish" box and click on the "save" button.
7. At this point, your article should post to the bottom of the exact page you are on. If it did not, then you will need to repeat steps 4-6 above.
 - *Check with me either in person or by e-mail to be sure your response has been received.*
8. In a day or two, log back in to your blog to see if your article has been posted. If it has not, please see me!