

Welcome to Blog Help for the Alaska Sailing Club Blog.

## Step 1 Get a Username and Password

If you already have a Username and Password proceed to Step 2.

If you are an Alaska Sailing Club member and you don't have a Username and Password yet, let me know via private email by clicking Cat Sailor Paul on the Contributors List at <http://aksailclub.blogspot.com/> and then clicking the [Email](#) link.

I will then send you an automated invitation from Blogger via email. This email contains a link you'll have to follow to login initially. You'll need to set your own Username and Password and supply a valid email address. That's all.

Note – some corporate email systems may block use of email links due to phishing issues. If so, you'll need to copy the entire link and paste it into your browser's address line. Also, this automated invitation process only works once per invite. If something hangs or goes wrong the link won't work a second time. You'll have to notify me for another one.



Step 2 Login

Go to [www.blogger.com](http://www.blogger.com)

Enter your Username and Password

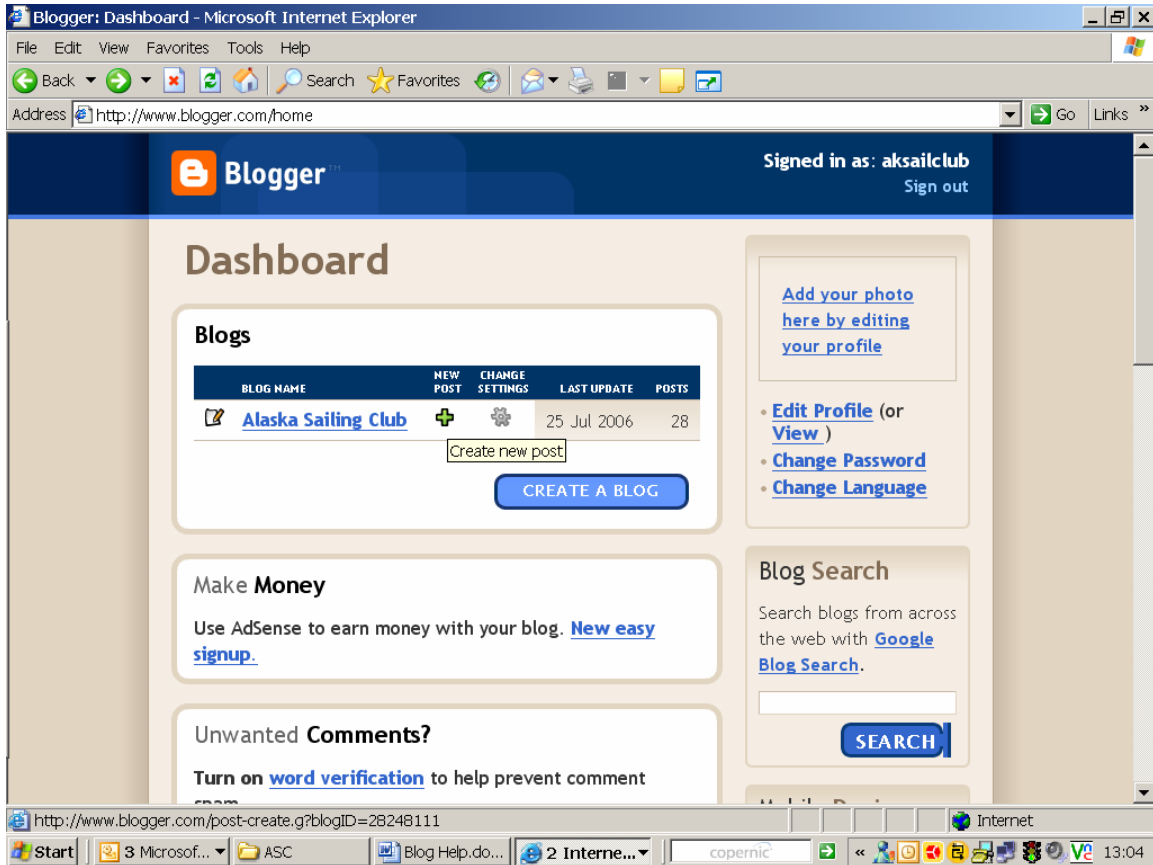


### Step 3 Dashboard

After login you should be at the Dashboard. Here you can edit your profile, change your password, etc. Note – virtually everything on your profile is optional except Username, email address and Display Name.

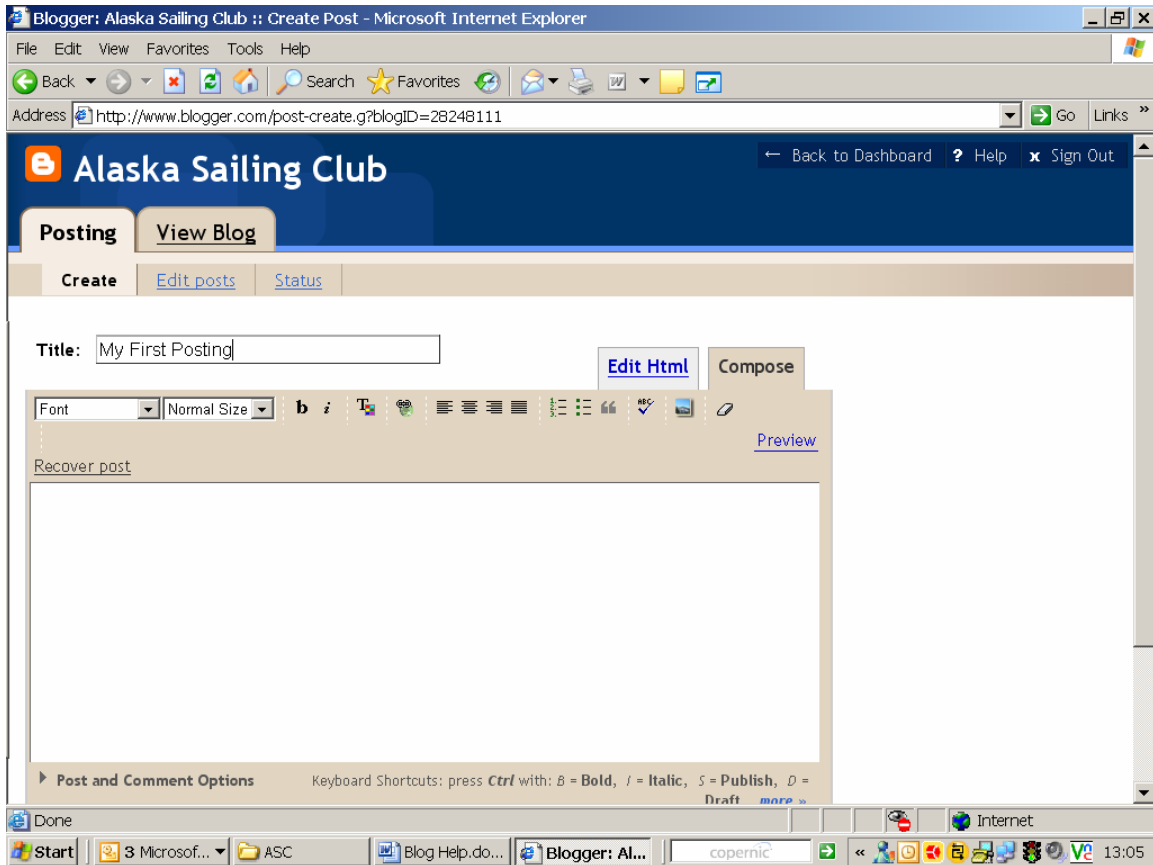
You can also get Blogger Help and learn more about Blogger and Blogging

It's also where to create a New Post. Just click the green plus sign.



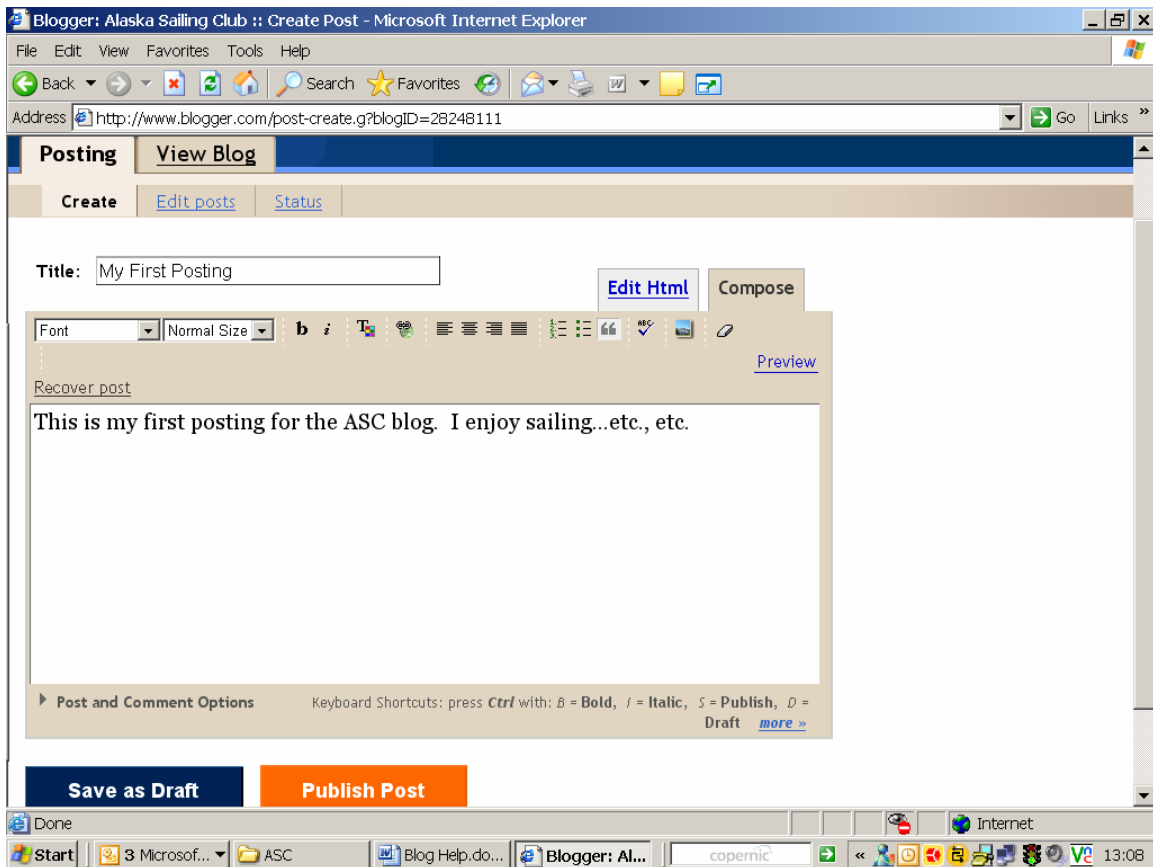
## Step 4          Posting

Give your post a title. This will show like a headline for your posting when you publish.



## Step 4 Posting cont.

Then start typing in the post edit box. You can do some basic word processing tasks like **bold**, *italics*, **colored text**, spell check, left justify, center, right justify, *change fonts*, etc. I find it easier to edit in my own familiar word processor and then just copy and paste into the Blogger posting tool.

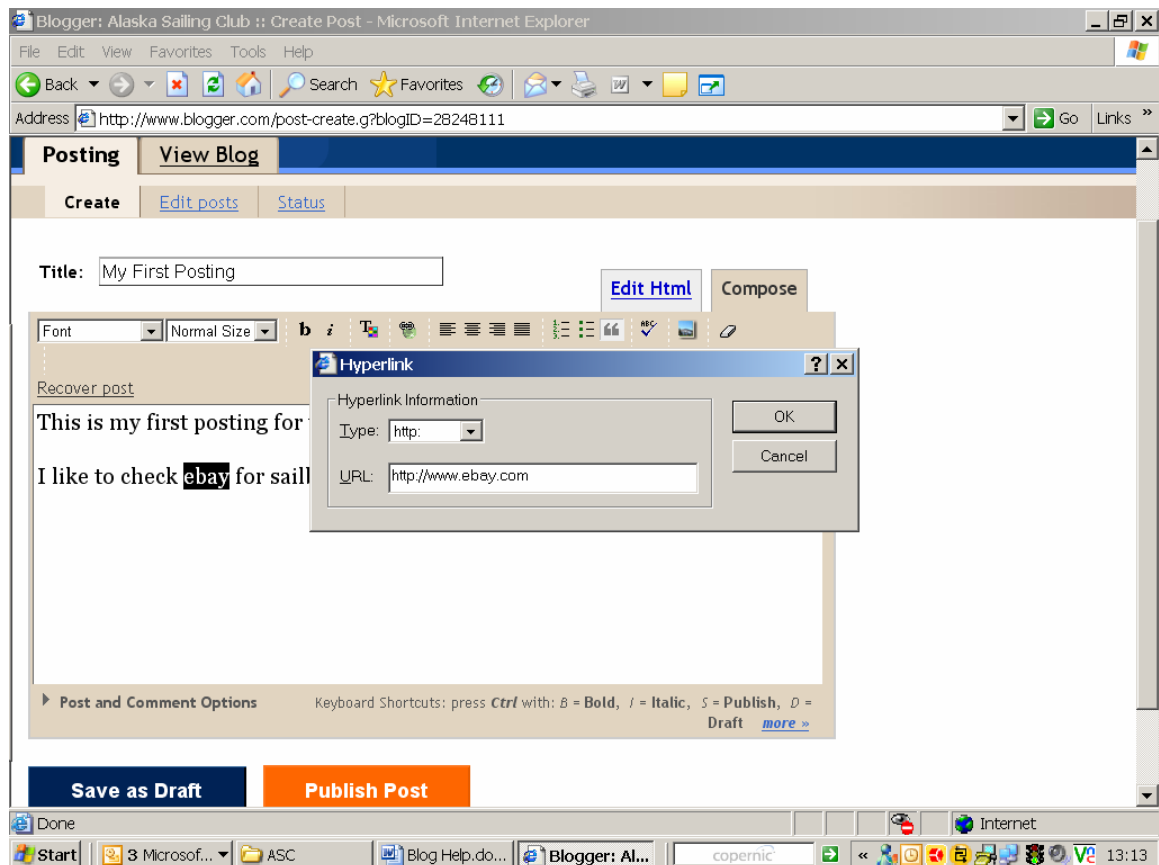


#### Step 4 Posting cont.

You can insert a hyperlink in your posting to anyplace on the web like this:

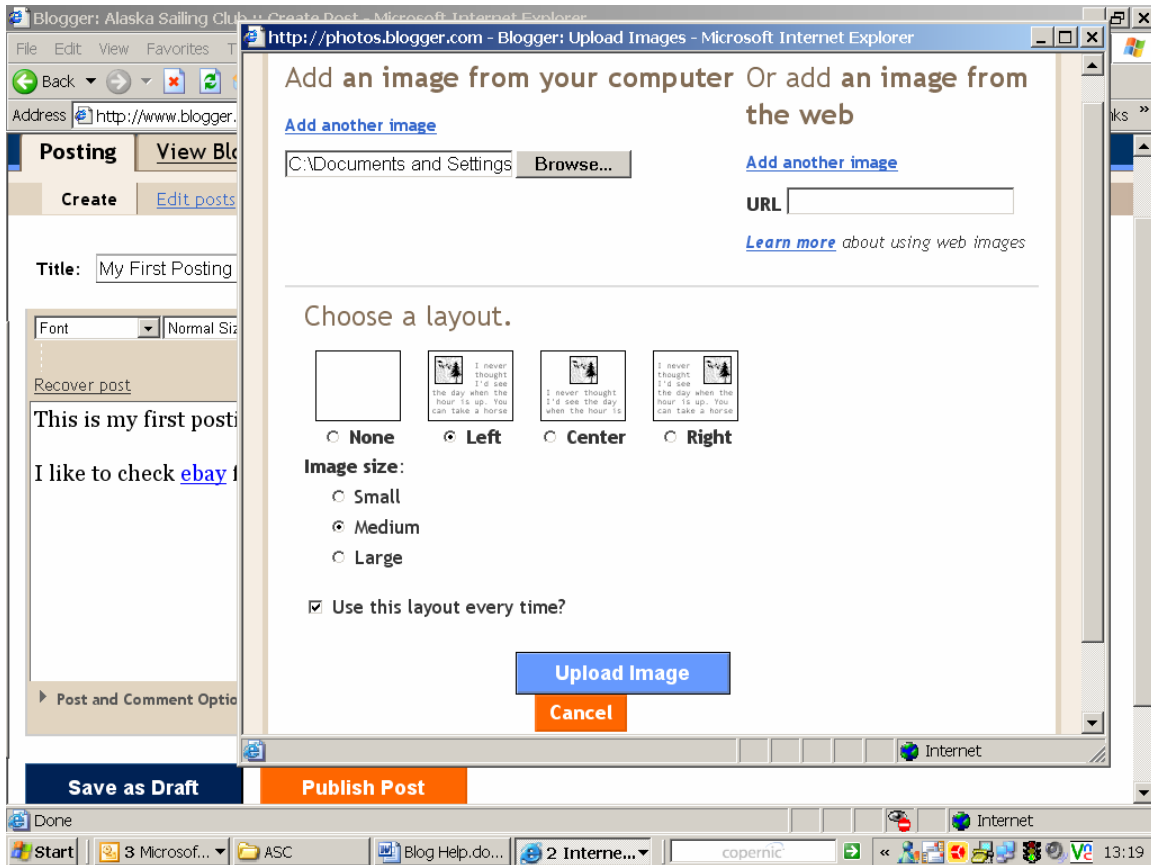
Highlight the word | Click Hyperlink icon (chain and globe) | Type or paste the web address and click OK.

It works best to open another browser window, find your page or web site, highlight the address, right click and copy it. Then switch back to Blogger and paste it into the Hyperlink dialogue box.



## Step 4 Posting cont.

You can add a photo by clicking the Add image icon. Then find it on your computer or the web. Pick the size and layout, then click Upload.



There are also ways to add photos by linking and using HTML code. More on that later.



## Step 5          Comments

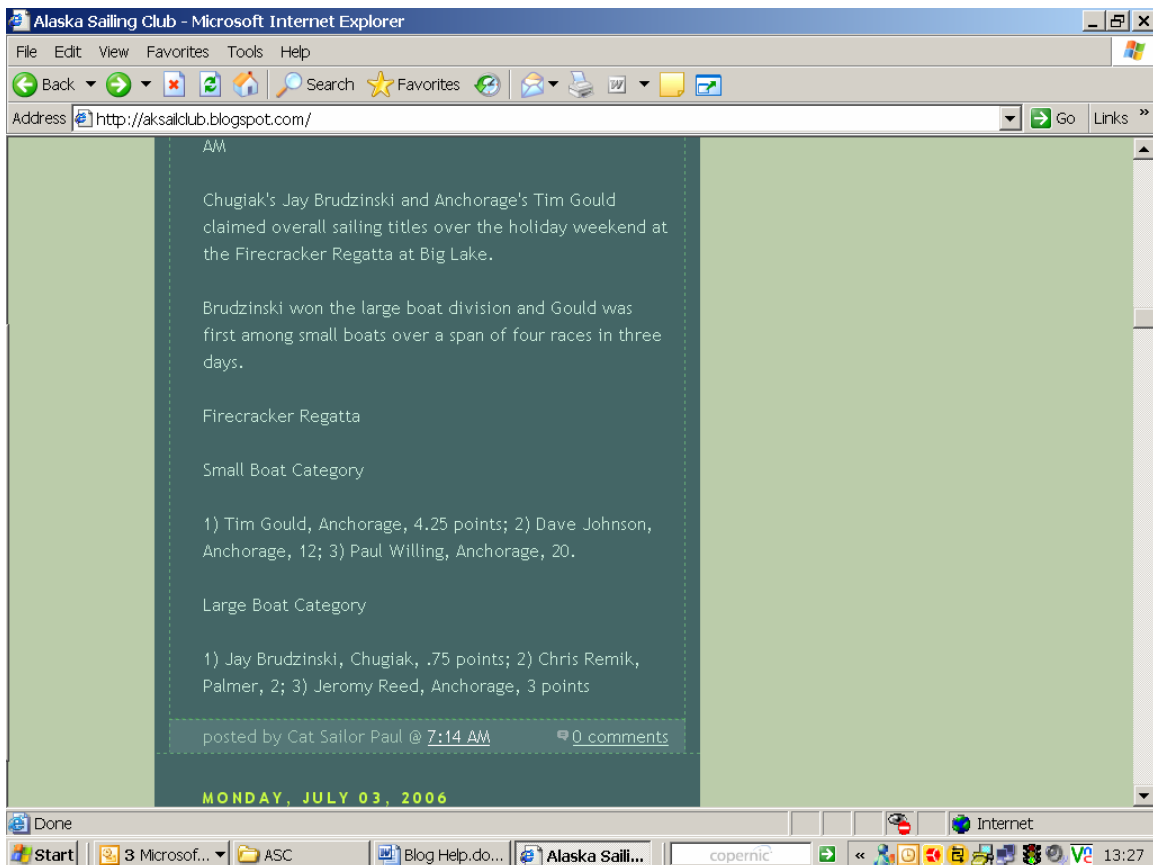
You've published some posts and feeling pretty cool and web savvy. Now, it's time to post some comments.

Go to <http://aksailclub.blogspot.com/>

Scroll down to the bottom of the post you want to comment on.

Click the Comments link. It may say 0, 1, 2 Comments, etc.

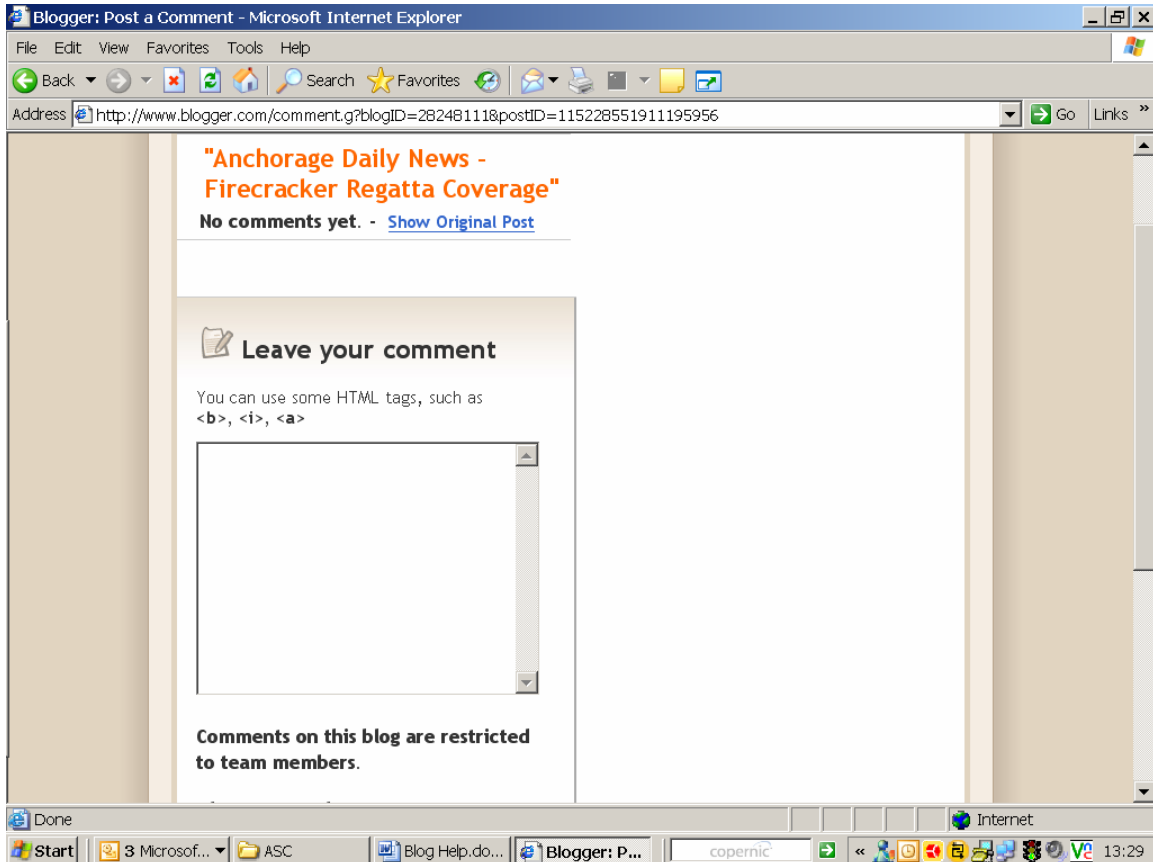
If you click the Posting Time link (7:14 AM in this example) you'll go to a page with just the posting and all the comments listed. This view is handy for postings with multiple comments.



## Step 5      Comments cont.

Enter your comment, preview etc.

When you're done Publish it. If you're not already logged on, you'll be prompted to now.



Ok, now go try it!