

# Self-help Guide for MOODLE Users

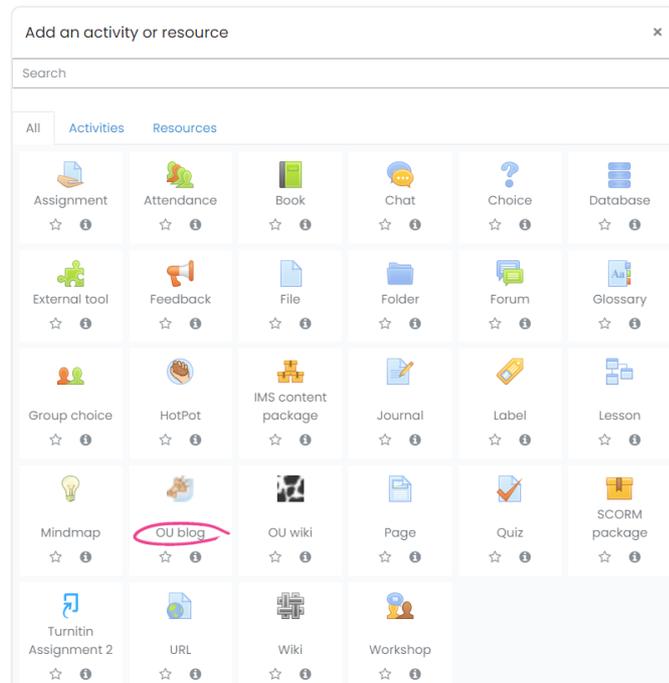
## Create an OU Blog

### Major differences from original Moodle's Blog

- The OU Blog can restrict access so that others cannot enter without permission.
- The "comment" and "view" functions can be seen course wide, BU wide or worldwide.
- It also provides a grading system.

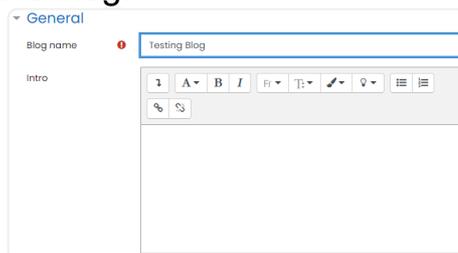
1

In your courseroom, click on **"Add an activity or resource"**, select **"OU Blog"**.



2

In the settings page, please type the name of the blog, give the description (optional). There are three main options that you can select the type of the blog:



### A. Allow comments

- No
- Yes, from signed on BU eLearning users

- Yes, from everybody – anyone can comment, even someone who have not a BU eLearning account, but outsiders' comments need to be approved by the blog owner before publishing.



## B. Individual blogs

- No (blog together or in group): Individual blogs are not used.
- Separate individual blogs: Individual blogs are used privately.
- Visible individual blogs: Individual blogs are used publicly.



## C. Maximum visibility

- On a course blog: Visible to all participants in this course.
- Visible to everyone who is logged in to the system.
- Visible to anyone in the world.



3

After the setup, students/teachers can start using the blog. In the blog, owners can **"add/edit/delete"** any post while other users can leave comments to the posts. The blog will show the date, author's name and the reader priority of each message.

