

Developing the initial content to create a class blog

Detailed information about establishing different working groups

Working area	Advice for students	What will be submitted?	Resources to assist teachers or students if required
Logo design, headings and backgrounds	<p>Logo – Students are encouraged to create a logo for the class blog. This logo may be created either by hand and scanned in for use on the blog, or, alternatively, students might like to use a drawing program such as Paint, Adobe Illustrator or 2Simple software to create the picture.</p> <p>Points to remember about a successful logo:</p> <ul style="list-style-type: none">• Usually very simple in design.• Easy to understand, even from a distance.• One to three colours are normally used.• Any writing is presenting in a simple way and is easy to read.• A simple drawing or symbol is used <p>Headings – Students need to create a title for the class blog.</p> <p>Note to teacher: You might like to have the whole class involved in this decision. This group could brainstorm ideas and take options to whole class so they can vote on the name.</p> <p>Backgrounds – Students need to choose a background colour scheme for the site. They may wish to use a background image if the school has access to images that are not bound by copyright restrictions.</p>	<ul style="list-style-type: none">• A logo (either hand drawn ready for scanning or electronic image file)• Title for the site• Details of background colours (or image)	<p>Information about copyright¹</p>

¹ <http://www.theedublogger.com/2012/02/09/the-educators-guide-to-copyright-fair-use-and-creative-commons>

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Guide to appropriate blog content and rules	<p>Students are encouraged to create a list of rules for the class blog. Students may like to think about the following when creating this list:</p> <ul style="list-style-type: none"> • Personal information: What rules does the class have about including last names, pictures or personal information, e.g. address, phone number, on the blog? • Online safety: What will people do if they come across information that is inappropriate or makes them feel scared or uncomfortable? • Conduct: <ul style="list-style-type: none"> ○ What can you do to help ensure that the blog is a safe place for all members of the class to use? ○ What guidelines could you create to ensure that students act appropriately when posting on the blog? • Copyright: How will you make sure content on the blog is not copyright to someone else, or that information included is not plagiarised? • Commenting: For further information, refer to group in the class that is creating the 'Guide to writing a good feedback comment'. 	A list of rules or guidelines for the blog.	Set up your blogging rules and guidelines ² Digital etiquette ³
Guide to writing a good feedback comment	<p>Students are encouraged to create a list of rules for the class blog. They may like to include the following:</p> <ul style="list-style-type: none"> • Digital privacy: eg personal information and details • Comment tone: eg respectful, thoughtful, use of humour vs sarcasm 	A guide for writing comments on the blog.	Teach quality commenting skills ⁴ Commenting guidelines ⁵ How to write quality comments ⁶ Comments video ⁷

² <http://www.theedublogger.com/2010/01/11/week-2-set-up-your-blogging-rules-and-guidelines>

³ <https://www.brainpop.com/socialstudies/culture/digital etiquette>

⁴ <http://teacherchallenge.edublogs.org/step-4-teach-quality-commenting-skills>

⁵ <http://huzzah.edublogs.org/commenting-guidelines>

⁶ <https://youtu.be/UDVSw54VU1A>

⁷ <https://youtu.be/8KpKer1KQ8A>

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	<ul style="list-style-type: none"> • Comment content: eg length, meaningful, appropriate language • Comment conventions – e.g. spelling, grammar, use of capitals • A list of suggested comment starters. 		Possible whole class activity: Blog Comments – Thumbs up or thumbs down? ⁸
'About us' page	<p>Students are encouraged to create a welcome message for visitors of the blog to look at. They may like to include the following:</p> <ul style="list-style-type: none"> • a brief summary about the class group • information about the local area • how the blog started • the purpose of the blog. • important things you wish to draw attention to. • final statement • photo of the class or classroom (please do check your school's policies regarding putting images of students online). <p>Please note: It is important that students do not include specific information, e.g. full names, addresses etc.</p>	Information and images ready to be posted on the 'About us' page	
Help page	<p>Students are encouraged to create a Help page for visitors of the blog to access if they are having challenges. They may like to include the following information on that page:</p> <ul style="list-style-type: none"> • How to make a comment • How to navigate pages • What to do if you see a mistake (e.g. broken link, incorrect spelling) • Contact details (for blog host) • Safety, privacy and copyright information. 	Information and images ready to be posted on the 'Help' page	The educator's guide to copyright, fair use, and Creative Commons ⁹

⁸ <http://teacherchallenge.edublogs.org/files/2011/02/Sorting-blog-comments-activity-1b7gdwx.pdf>

⁹ <http://www.theedublogger.com/2012/02/09/the-educators-guide-to-copyright-fair-use-and-creative-commons>

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Calendar	<p>Students are to collect key information and dates that would go onto the class calendar. Possible information for students include:</p> <ul style="list-style-type: none"> • Term dates and public holidays • School events • Incursions/Excursions • Due work • Class timetable • Sporting or music events. 	Key dates and information for calendar on blog.	Embedding a Google calendar into a blog ¹⁰
Invitation to parents	<p>Students are encouraged to prepare a draft letter to parents, which notifies them of the new class blog and invites them to visit the site. Students may like to include the following:</p> <ul style="list-style-type: none"> • Purpose of the blog • Uses of the blog • Navigation around the blog • Online safety rules • Blog URL • How to make comments on the blog 	Letter to parents	Help parents connect with your class blog ¹¹
Frequently used resources	<p>Students are encouraged to brainstorm a list of websites that are frequently used by the class. Students could create a document that lists the name of the website and the website address. They may also wish to create a brief description of the website to go next to each link.</p> <p>Students need to think through how the page is going to be organised (e.g. alphabetical order, most recently added first, subject order etc.).</p>	List of frequently used resources.	

¹⁰ <https://www.google.com/calendar/about>

¹¹ <http://www.theedublogger.com/2010/02/12/week-6-help-parents-connect-with-your-class-blog>