

Easy Six-Step Process to Posting on Course Blog
HSTR 207CS: Science and Technology in World History
Jen Dunn

1) Register for a WordPress Account

- a. An invitation email will be sent to your MSU Microsoft 365 or Google email account from Michael Reidy's mountainsandminds.org WordPress account asking you to reset your password.
- b. Click on the top link after opening the email, and once redirected to a new page, reset your password.
- c. If you do not receive an email invitation by the end of the day, please contact Jen as soon as possible at jendunn.mt@gmail.com.
- d. For subsequent posts, you will skip this first step.

2) Access Reading Materials

- a. Go to <http://mountainsandminds.org/>.
- b. Click on "Courses" and then "HSTR 207CS" and then the "Readings" tab.
- c. Find and download the reading(s) for the corresponding week (if necessary, see the syllabus for clarification on what we will be reading).

3) Draft Your Post on Microsoft Word or other word processor (such as Google Docs)

- a. Jen will post a question by **Friday at noon** for you to address in your blog post.
- b. See the grading criteria (below) for what we will be looking for in an exceptional blog post.
- c. We strongly recommend using a word processor because it will proofread your text for common errors and lead to more professional posts.
- d. Your blog post should be 300 words or less.
- e. We also recommend saving your document to a hard drive or flash drive as back-up in case your post doesn't upload for some reason.

4) Login to WordPress and Navigate to Blog Post

- a. Go to URL <http://mountainsandminds.org/wp-login.php>.
- b. Type in Username and Password.
- c. On the left-hand side bar, hover over "posts" and then click on "add new."

5) Make Blog Post by **Monday at 10 p.m. of each week**

- a. Give your post a creative title in the "enter title here" bar.
- b. Copy and paste your text from Microsoft Word to WordPress in the large text box.
- c. Lower down on the right-hand side, **BE SURE** to check the category box for the corresponding week (for example, Week 2: Diamond (MT)). This will organize everyone's posts for later viewing. **Click only one box**, the one that corresponds to the week's blog.
- d. Click the blue "Submit for Review" button on the right-hand side to post your blog entry.
- e. To check and see if your post uploaded, hover over "posts" on the left-hand side bar, and then click on "all posts." You should find your post listed there. (Note: posts will not appear on the actual blog website until approved by the administrators the following day.)

6) *Comment on Someone Else's Blog Post by Wednesday at 10 p.m.*

- a. Make sure to login again at URL <http://mountainsandminds.org/wp-login.php>.
- b. Click on "Courses," HSTR 207CS," and once redirected to a new page, click on "Blog" and then click on the corresponding category for the week (for example, Week 2: Diamond (MT)).
- c. Scroll through the posts and read someone else's blog post (click on "continue reading" to see the whole post) until you find one that you think brings up an interesting point.
- d. At the bottom, add a one-paragraph (100-150 words total) comment and click "post comment" when finished. You should write about whether you agree or disagree with the author's post (especially the second paragraph) and provide evidence on why you do or do not. Keep it professional and polite!
- e. Again, we recommend drafting your comment in a word processor and copy-and-pasting it into the comments section.
- f. **PLEASE NOTE:** We allow comment strings to form—that is, multiple people may comment on a single post.

Grades will be assigned to each post out of ten (10) possible points based on the following checklist of criteria:

- Two (2) Points: Does the author's post directly and effectively answer the central question in the first paragraph?
- Two (2) Points: Does the author's post use specific evidence from the assigned readings to answer the question? (Note: please use parenthetical references for citing the readings, for example (Diamond, p. 14), either directly after quoting a passage or at the end of the paragraph when paraphrasing the readings.)
- Two (2) Points: Does the author's post offer her or his own thoughts on the topic in the second paragraph?
- Two (2) Points: Is the author's post well-written—free of most grammatical, punctuation, and spelling errors?
- One (1) Point: Is the author's post somewhere between 250 and 300 words in total length? (Note: This equates to about one full page of double-spaced text in Microsoft Word.)
- One (1) Point: Does the author make one comment of 100 to 150 words on another person's post?
- For all late posts, one (1) point will be subtracted from the total score for each day past the due date/time.

Any questions? Please contact Jen at jendunn.mt@gmail.com as she will manage and grade all blog posts.