



EDUBLOG

Don't waste student research!

How to make a blog page

A step-by-step tutorial

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Introduction

Welcome to the tutorial 'How to make a blog page', part of the 'Edublog-manual'. First of all, different options for creating a blog page are listed. In fact, some of Utrecht University's research centers have their own blog pages, including [Montaigne Centrum](#), [Renforce](#) and [Ucall](#). Students could be allowed to post their blog posts on such blog pages. Another option to share your students' research results and ideas is to let students create their own blog pages or create teacher's own blog page for a specific topic or a course (see, e.g., a [blog page](#) that Dr. M. Scholten created for her capita selecta course 'Enforcing EU Law by EU Agencies'). In either of these cases, you would need either to instruct students on how to create their own pages, or on how to create a blog on your page. To this end, we have prepared this additional instruction.

To start with, there are several companies that offer you the possibility to create your own blog page for free, for example: www.tumblr.com, www.blogspot.com and www.wordpress.com. The most accessible and easiest way to do this seems to be with WordPress. Therefore, this tutorial will focus on creating a blog page in Wordpress.

WordPress offers you two options: creating a free blog page at WordPress.com or creating a more personalized blog page at Wordpress.org. These two websites are often mixed up. The differences between these two options are explained below.

What is WordPress.com?

WordPress.com is a blogging website service owned by a company called Automatic. WordPress.com uses the open source WordPress software. WordPress.com is very accessible and does not require much from its users. WordPress.com has the following characteristics:

- **Costs:** It is free to use up to 3GB.
- **Hosting:** Web hosting is included with WordPress.com, so you do not need to pay for additional web hosting.
- **Domain:** When you are using WordPress.com your blog page will run on a sub-domain from WordPress.com, which means that 'WordPress' will be your domain, for example: www.blogpageUSB0.wordpress.com.
- **Software:** There is no need to download any software. You just have to create an account at WordPress and get going.
- **Options:** The options you can use at Wordpress.com are limited. You have access to 165 WordPress themes. The customization of the design is limited.

What is WordPress.org?

WordPress.org enables you to host your own blog page. At WordPress.org you can find the free WordPress software that you can download and install on you own web server. It offers you more options, freedom and flexibility than WordPress.com, but it is important to note that you have to buy a domain name and have to pay the hosting. The characteristics of WordPress.org are:

- **Costs:** The software of WordPress is free to use, but you have to pay a little for the hosting and the domain name.
- **Hosting:** WordPress.org is a 'self-hosted' content management system. This means that you need to take care of the web hosting yourself. This means that you have to work with a third-party web hosting company that will offer space on their server in exchange for what basically amounts to monthly or annual rent for that space. There are a lot of parties that offer these services, for example Greenhost, which costs €54 euros a year including hosting and a domain name.
- **Domain:** WordPress.org is just giving you the tool to manage your site, so you need to purchase your domain name elsewhere. It will 100% be your own domain so you can, for example: www.blogpageUSB0.com.
- **Software:** You need to download and install the WordPress software yourself.
- **Options:** There are no restrictions on which themes you can use on your WordPress blog page. You can also customize these themes or you can create your own theme from-scratch. This needs a little bit of technical knowledge though.

Creating a blog page at WordPress.com

The easiest way to create your own blog page is at WordPress.com. You can do this by following the following steps:

1. Get started

The easiest way to create a blog page is to go to www.wordpress.com. First of all, you click the 'get started' button and the website will automatically ask you to answer some questions that they need to create a blog page for you.

2. Domain Name

The next step is to choose a **domain name**. You can pick whatever you want and WordPress will show you which options are available or not. The domain name will always be something like: www.example.wordpress.com. You can fill in whatever you want for 'example' and you can also choose the top-level domain into, for example: .net, .info, .nl, etc.

3. Free subscription

After this, WordPress will ask you to choose a subscription. If you just want to build a simple blog page you can choose 'start for free' at the bottom of the page.

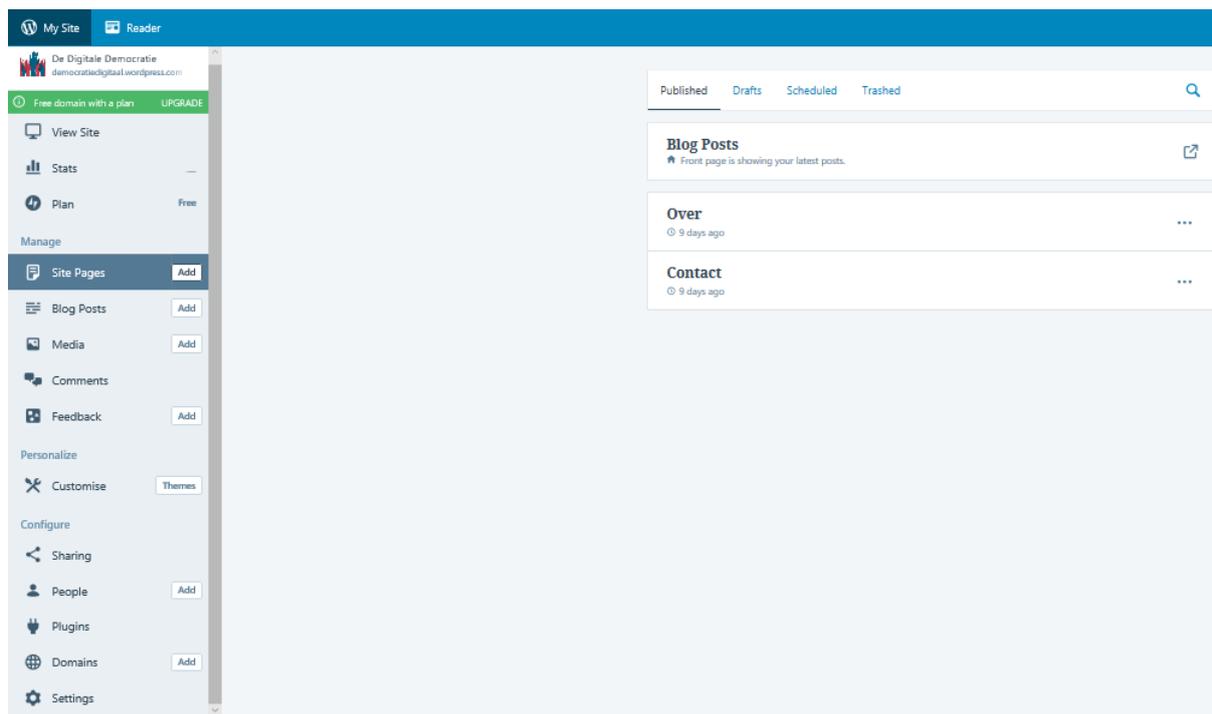
4. Personal details

Then you need to fill in your **personal details**: email-address, username and password. When you have finished doing this you have your own blog page!

5. Personalizing blog page

There are several options that allow you to **personalize your blog page**. On the left side of the screen you can see all the possible options. You can change the theme of your blog page, change colors, change font style and of course post blogs.

You are now at the dashboard of your own blog page. This page looks like this:



There are several things you can do to personalize your blog page. On the left side of the dashboard you can see the different options you have.

- **Site-pages:** here you can create and manage different pages on your site. For example you can add a 'contact' or an 'about' page.
- **Blog Posts:** here you can create and manage the posts on your blog as well as tags and categories.
- **Media:** here you can manage the media content library. This library contains the images, video and audio that you can add to your posts or pages.
- **Comments:** here you can manage the visitor's comments. Here you can approve or delete the comments that are posted on the blog.
- **Customize:** here you can manage the overall appearance of your site. One of the things you can do here is to choose a theme for your blogging page. Go to 'Customize' and then to 'theme's' and choose a theme that you think would fit your blog page. One of the themes that is easy to start with is 'Omega'.
- **Sharing:** when you have created your own blog page, it is of course important that people are going to read it. This page offers sharing options.
- **People:** allows you to manage and view all of the site's users. It also allows you to edit your own profile and change your password, email address, and screen name.
- **Settings:** where a bulk of your site's options are maintained (like your website's name, privacy, and permalink settings).

6. Posting blogs

To post a blog you have to go to 'blog posts' at the left side of the page and click on 'add'. Here you can choose a title, add an image and write your blog. You can also copy an existing blog into this text field.

Creating a blog page with Wordpress.org

Another option to create your own blog page is with WordPress.org. This is a little bit more complicated because you have to arrange your own domain name and hosting.

1. Domain name & Hosting

The first step that you have to take to create a blog page is to choose and register your domain name. A domain name is the name of your blog or website address. For example: www.blogpageUSB0.com. After this, it is important to obtain hosting – the server space where your blog lives. There are tons of different hosting services.

2. Choosing your subscription.

When you select a hosting service you can choose between different package deals. If you only want to set up one blog page you should choose the smallest package.

3. Install WordPress

When you log into the control panel of your hosting service search for the option '(quick)install WordPress' and fill in your details. Now you can go to the login page of your site and log in.

4. Build the blog

The next step is to personalize your blog page. See step 5 of the previous tutorial.

5. Posting blogs

To post a blog you have to go to 'blog posts' at the left side of the page and click on 'add'. Here you can choose a title, add an image and write your blog. You can also copy an existing blog into the text field.

Support at Utrecht University

For technical support, you can contact:

- Faculty of Law, Economics and Governance: a.l.j.winnen@uu.nl
- Faculty of Science: science.webco@uu.nl
- Faculty of Social and Behaviour Sciences: hsappteam@uu.nl
- Faculty of Geosciences: geoict@uu.nl