

HKU Moodle OU blog user guide

Teachers can use OU blog to create user blog and course blog. Users can leave comments on the blog.

Create an OU blog on Moodle

1. Click **Turn Editing On** button on the course site.
2. Click **“Add an activity or resource”**.

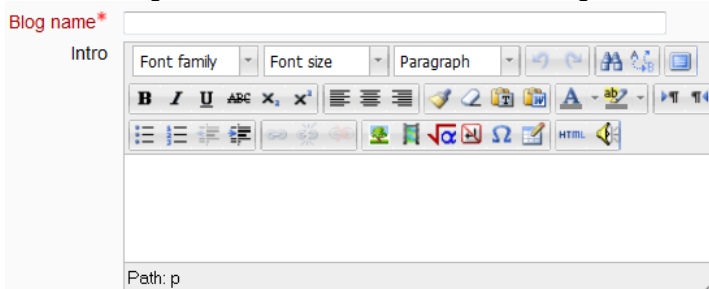
+Add an activity or resource

3. Select **“OU blog”** by clicking the radio button, click **“Add”**.



Edit settings

1. Enter the blog name and introduction of the OU blog.

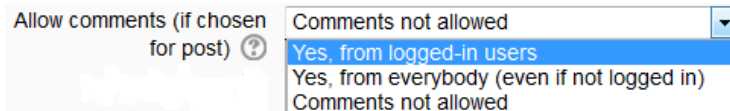
A screenshot of the Moodle blog creation form. It shows a 'Blog name*' field, an 'Intro' field with a rich text editor toolbar, and a 'Path: p' field at the bottom.

2. Select **“Allow comments”** type:

Yes, from signed-on users: Users who can access to the blog can leave comments.

Yes, from everybody: Users from the general public can leave comments on the blogs, as long as they have the blog URL. The blog writer will receive emails to approve or reject comments from users who are not signed in.

Comments not allowed: Users cannot leave comments.

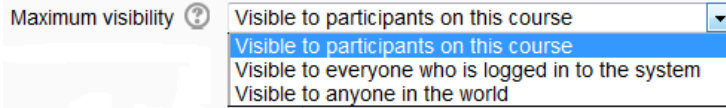
A screenshot of the 'Allow comments (if chosen for post)' dropdown menu. The menu is open, showing four options: 'Comments not allowed', 'Yes, from logged-in users' (highlighted in blue), 'Yes, from everybody (even if not logged in)', and 'Comments not allowed'.

3. Select **“Maximum visibility”** type:

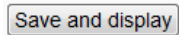
Visible to participants on this course: The participants on the course can view the blog.

Visible to everyone who is logged in to the system: Users who can login to HKU Moodle platform can view the blog, even if they're not enrolled on the course.

Visible to anyone in the world: Any user can see the blog if they have the URL of the blog.



4. Click **“Save and display”** to save the changes.



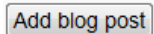
Add new blog post

1. Click **“New blog post”** to add a blog post.



2. Enter the title and the message of the blog.

3. Click **“Add blog post”**.



Add comment to the blog

1. Click **“Add your comment”** under the blog.

















2. Fill in the title and the comment in the box.













New blog comment

Add your comment*

Title

Font family Font size Paragraph    

B *I* U ABC \times_2 \times^2          

Path: p

3. Click "Add comment".