

Blog Tool – Viewing and Adding Comments

Students can view the blog if **Yes** has been selected as the **Make the blog available** option. They can comment on a blog entry if the blog is not a private journal, and if they have been selected as a member of an individual or group blog, or if the **View Comments** checkbox has been enabled for non-members.

Navigation


1. Select a course.
2. Click a content area link in the course menu frame.
3. Click the View link for the blog.




Viewing Comments

1. Scroll to the bottom of the blog entry.
2. Click the **Comments** link.

Adding Comments

1. Click the **Comments** link.
2. Enter the comments into the text box. If you copied text from a Microsoft Word document, click  and press **ctrl+v** on your keyboard to paste in the text from the **Paste from Word** window. Select the **Insert** button to insert the content into the blog.

If you copied text from another type of document, click  (**ctrl+v**) to paste in the text.
3. Click the **Add Comment** button.