

umBlog Corrections

Solving Issues in Blogs

Center for Teaching and Learning (CTL)

100 Administration Bldg., Memphis, TN 38152

Phone: 901.678.8888

Email: itstrainers@memphis.edu

[Center for Teaching and Learning Website](#)

4/20/2020

Brought to you by:
umTech & The Center for Teaching & Learning

Table of Contents

User Account Already Exists.....	3
Adding a Student to a Class Blog for an Instructor.....	5
Service Desk Request.....	6
Submitting a Ticket	6
Call the ITS Service Desk (901.678.8888) any day of the week!.....	6
Important Links	6

Purpose

This training material highlights the Problems that occur in Blogs and how to fix them.

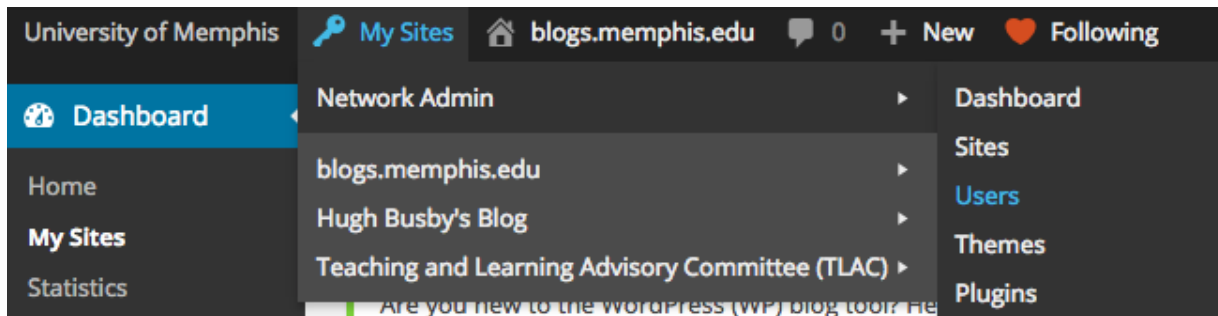
Audience

This training material is designed for University staff that will be maintaining and managing blogs.memphis.edu

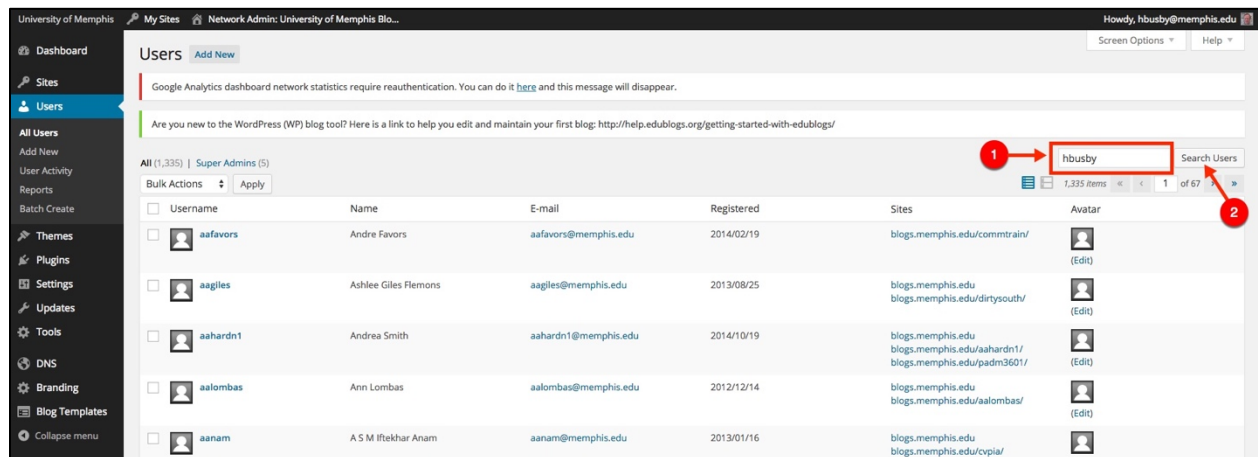
Errors and How to Fix Them

User Account Already Exists

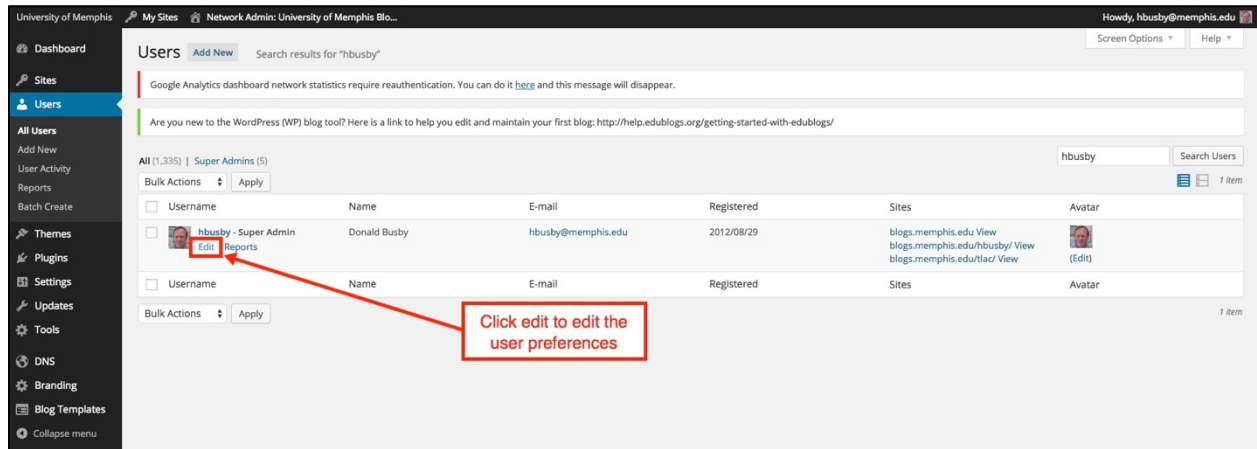
1. Log into blogs.memphis.edu
2. Log into My sites > Network Admin > Users



3. From the list of users, look up the User ID of the troubled account.
 1. Type in the uuid of the user then
 2. Click search.



- Click edit to edit the preferences of the users. This will allow you to change the log in user preferences in the user profile.



- Once you have logged into edit the user profile scroll down to Account Authentication Type. **1.** Change from Local to Shibboleth. **2.** Update Profile to save the changes. Once this has been done the client should be able to log into blogs.memphis.edu.



Adding a Student to a Class Blog for an Instructor

To add a student to a class so that they can be viewed in the side bar of a class blog.

An instructor emailed me to say that a student was not added as a subscriber to the class, therefore he could not find it. Once I added him as a subscriber, I was able to enter the system impersonate him, add the class, then went in as the instructor, impersonating the class instructor and approved him. Once the student was added as a subscriber they were guaranteed to see the class when they search for it. The student now appears in your side bar.

Locating Help Resources

The Center for Teaching and Learning offers support to faculty, staff, and students. Upon completing the training covered in this course; faculty, staff and students are able to receive additional training help and resources. Such help can be located as follows:

Service Desk Request

Submitting a Ticket

- Login URL:
 - [Here is a link to our service desk ticketing system](#)
 - After logging in, choose the link Request Help or Services.
 - Choose Request Help or Services.

Call the ITS Service Desk (901.678.8888) any day of the week! (Excluding Some Holidays)

- The ITS Service Desk hours will be as follows:
 - Monday - Friday 8:00 am - 8:00 pm
 - Saturday 10:00 am - 2:00 pm
 - Sunday 1:00 pm - 5:00 pm
- You can contact the Service Desk for assistance with technical login problems or issues. Incoming calls after hours will be handled by voicemail services. If you require assistance after 8:00 pm, please leave a message or submit a service request.
- Messages will be checked regularly and receive priority response the following business day. You may also email The Center for Teaching and Learning, umtech@memphis.edu (using this email will automatically generate a help desk ticket).

Important Links

- [Explore the umTech Website](#)
- [Center for Teaching and Learning \(CTL\) Website](#)
- [Search our Training and Documentation](#)