

umBlogs

umTech

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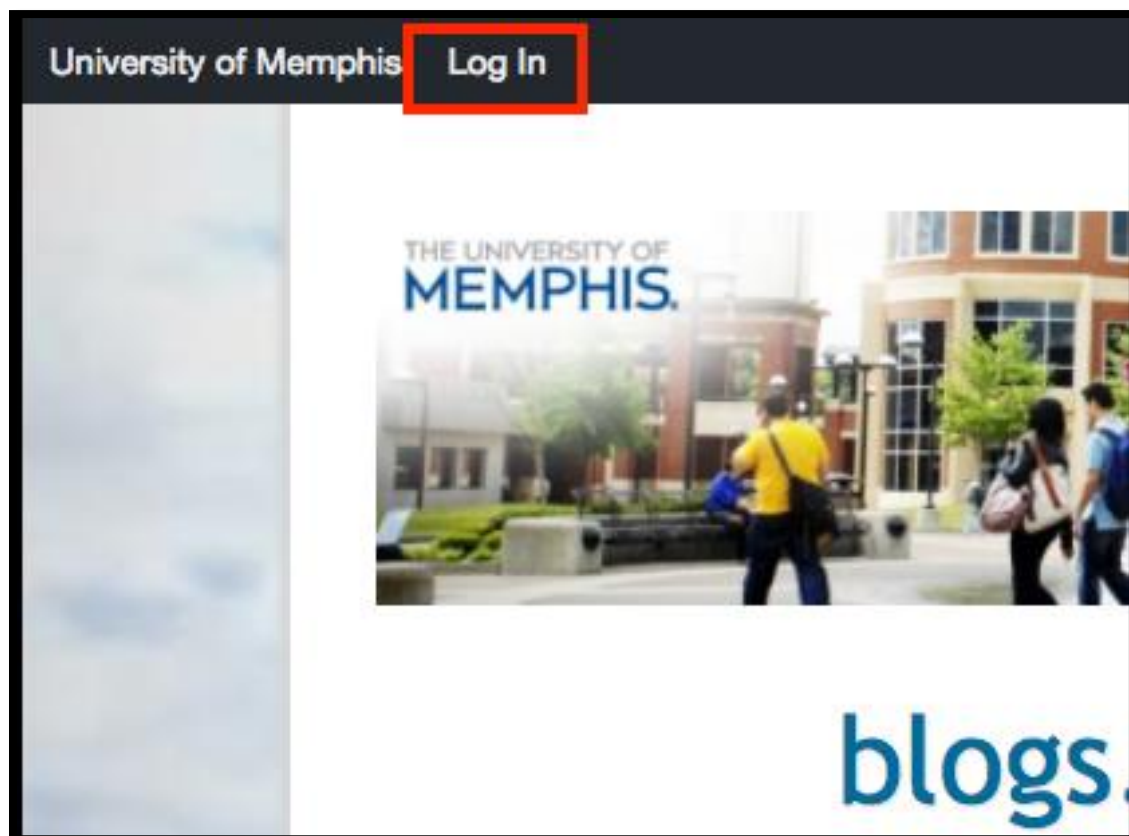
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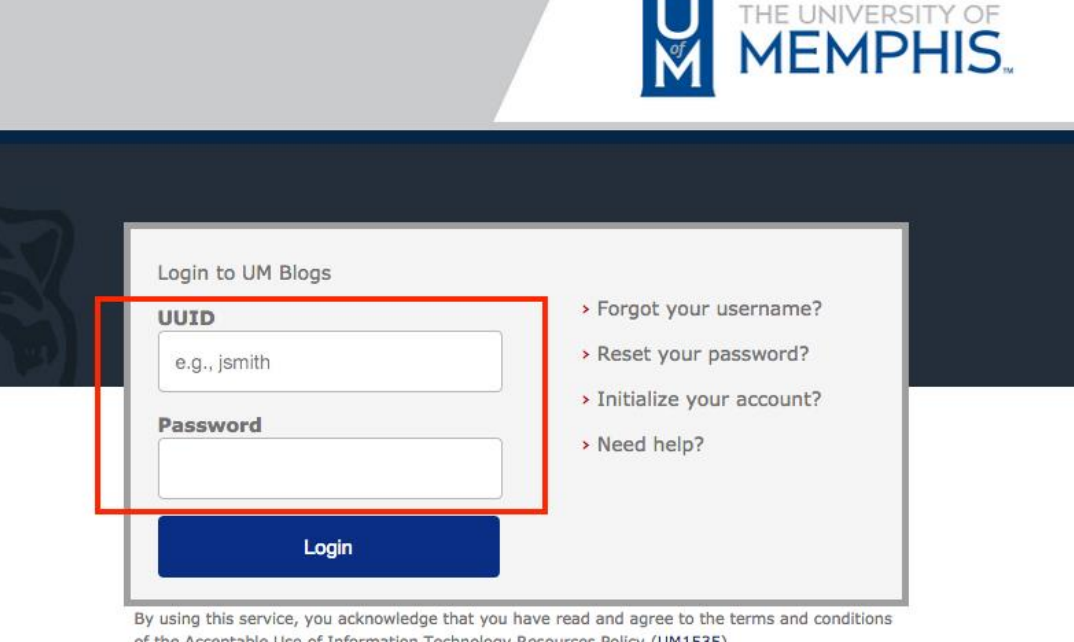
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Getting Started

The University of Memphis provides everyone with university credentials access to blogging services through Edublogs, a WordPress hosting service. UofM Blogs users are able to create and post content from any device with an Internet connection.

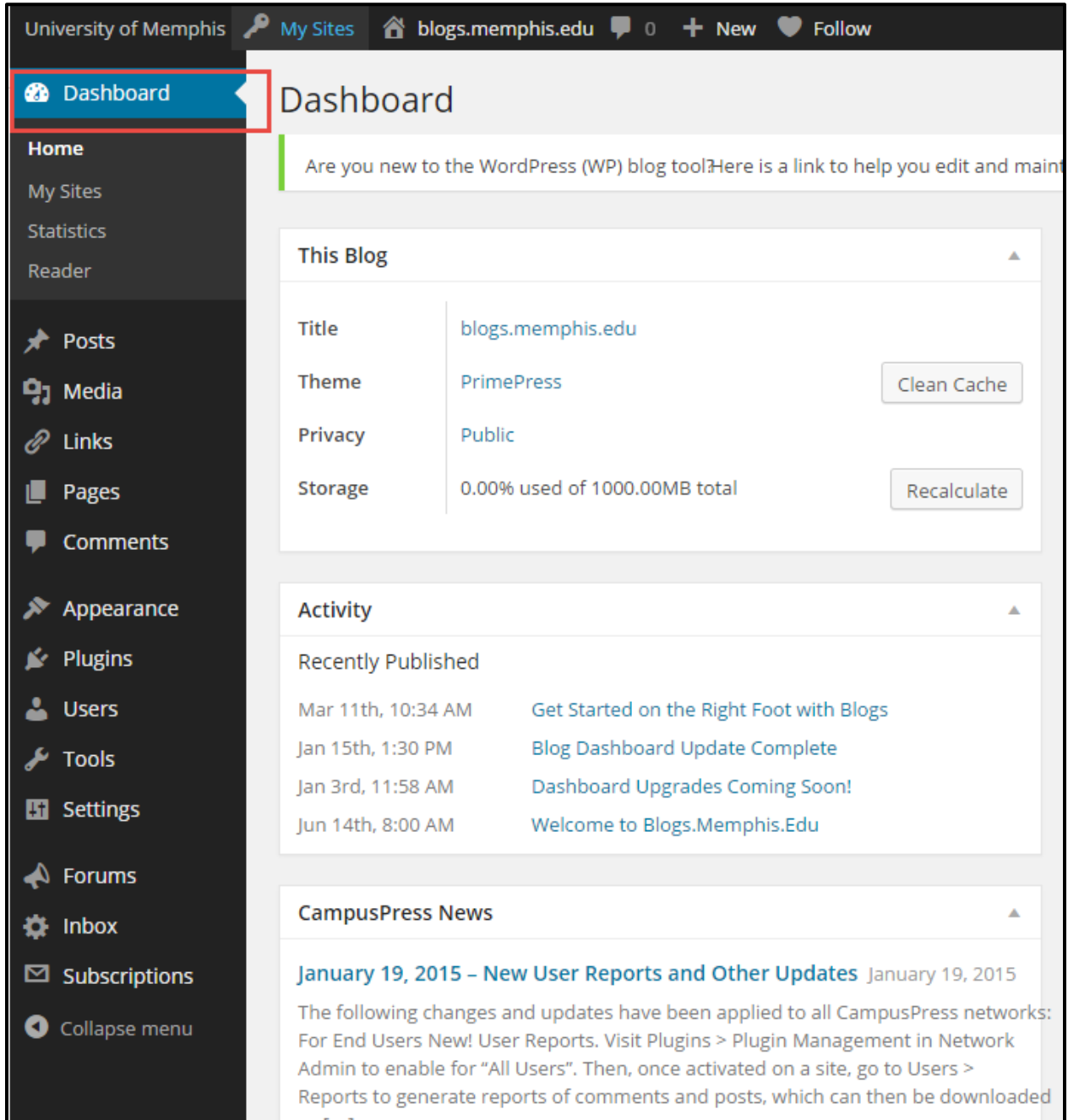
To get started, complete the following steps:



- 
- U
of
M
- THE UNIVERSITY OF
MEMPHIS™
- Login to UM Blogs
- UUID**
- e.g., jsmith
- Password**
- Login
- > Forgot your username?
 - > Reset your password?
 - > Initialize your account?
 - > Need help?
- By using this service, you acknowledge that you have read and agree to the terms and conditions of the Acceptable Use of Information Technology Resources Policy (UM1535)

Default Dashboard

The default dashboard is the main navigation for your blog. Located on the left side of your screen you will find access to features, elements and content for the blog.



University of Memphis My Sites blogs.memphis.edu 0 + New Follow

Dashboard

Are you new to the WordPress (WP) blog tool? Here is a link to help you edit and maintain your blog.

This Blog

Title	blogs.memphis.edu	
Theme	PrimePress	Clean Cache
Privacy	Public	
Storage	0.00% used of 1000.00MB total	Recalculate

Activity

Recently Published

Mar 11th, 10:34 AM	Get Started on the Right Foot with Blogs
Jan 15th, 1:30 PM	Blog Dashboard Update Complete
Jan 3rd, 11:58 AM	Dashboard Upgrades Coming Soon!
Jun 14th, 8:00 AM	Welcome to Blogs.Memphis.Edu

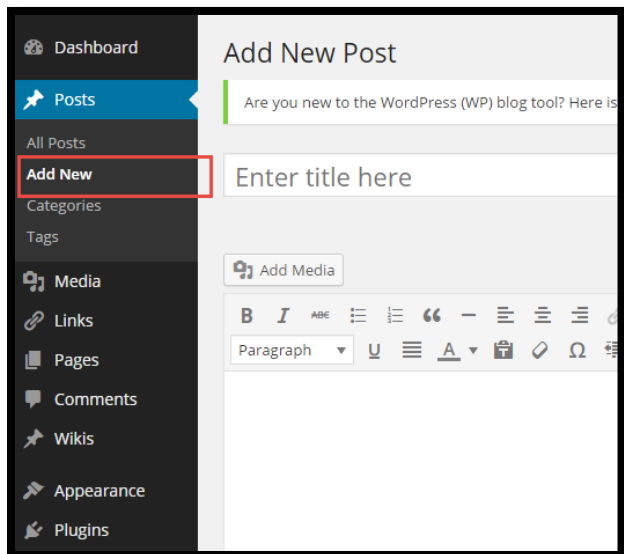
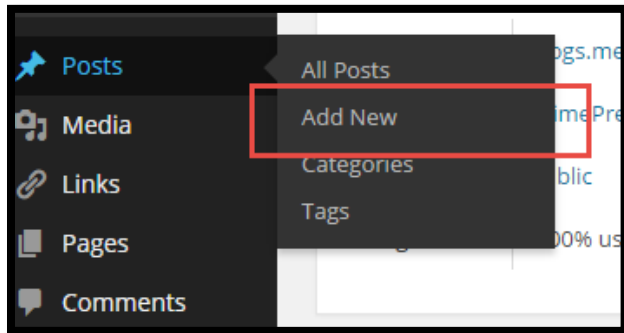
CampusPress News

January 19, 2015 – New User Reports and Other Updates January 19, 2015

The following changes and updates have been applied to all CampusPress networks: For End Users New! User Reports. Visit Plugins > Plugin Management in Network Admin to enable for "All Users". Then, once activated on a site, go to Users > Reports to generate reports of comments and posts, which can then be downloaded.

Main Navigation Menu

1. Your navigation menu is on the left side of your Dashboard.
2. Hovering your mouse over a menu item displays all the submenu options under that item.
3. For example, to write a new post hover your mouse over **Posts** and click on **Add New**.



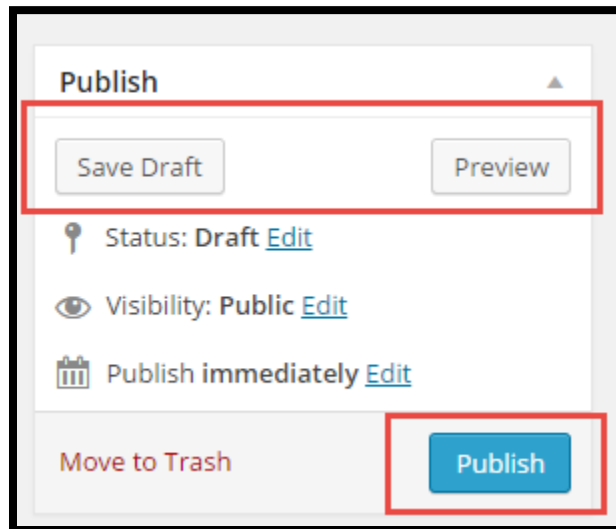
Publishing a New Post

There are two main structures that compose Blogs: posts and pages.

Post are where you'll publish your main content such as what's been happening in class. Assignment information, homework, documents, and more.

Publishing a new post

1. Go to **Posts > Add New**.
2. Give post a title and add your content
 - Content can consist of text, images, videos and links to other web pages.
3. Add tags and categories
4. **Save Draft** and then **Preview** or **Publish**.



Locating Help Resources

umTech offers support to faculty, staff, and students. Upon completing the training covered in this course, faculty, staff, and students can 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 p.m., 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 umTech, umtech@memphis.edu (using this email will automatically generate a help desk ticket).

Important Links

- [Explore the umTech Website](#)
- [Search Our Solutions Page](#)