Blogging tutorial and guidelines

Blog posts are news or announcements that you post but do not intend to update further and which might become irrelevant even in a short time. Remember that you can use the minutes from our bi-weekly meetings as a source for your blog entries!

A few things to be noted while writing a blog post:

1. A blog is always short (we recommend just 5-6 paragraphs)
2. It should be relevant to the target audience
3. It can include photos, videos or other rich text content
4. It's reasonable to expect community commenting, questions, and engagement

To create a blog post:

1. Log in to Confluence.
2. Make sure you are in the "TIER Campus Success Program" space (https://spaces.at.internet2.edu/x/oQrABg)
3. Click on the three dots to the right of the "Create" button on top blue navigation bar of Confluence. It will pop up a menu.
4. Select the option "Blog post"
   - If you do not see the "Blog post" option please contact Mike Zawacki (mzawacki@internet2.edu) and ask to have your permissions updated
5. Click on "Create".
6. Consider the title for your blog (which will also be the page title). We recommend including the name or your institution in the title as well as the relevant TIER component (if applicable) - like "University of Illinois Update on Grouper API" or "Lafayette College Tackles Midpoint"
7. Generate content and format your post (Go here for tips on formatting text, macros, and other information about using the Confluence editor)
8. Finalize and publish!
   - To check your content and formatting hit the "Preview" button in the lower right hand corner of the interface
   - To make your blog post publicly viewable hit the "Publish" button.
9. Add a link to your post to the "TIER Campus Success Program participant blogs" page. Please use title of your blog as the link text and include your name and institution. For example
   - "Making the most of Grouper - Mike Zawacki, Internet2"
10. Tag! Post a notification in the TIER CS Peers Slack channel with your tag requests. For example, "CSP-midPoint". Be sure to include a notification to @mzawacki.
    - There is a list of suggested tags here

There is a "Watch" button on every Confluence page, including blogs (it is just below the blue navigation bar at the top of a page). If you "watch" your blog, you will receive a message when someone adds a comment. We have the blog pages open for people to comment (they must be logged into Confluence to do so, so these won't be anonymous comments).

How often should I post?

We encourage all participants to create posts bi-weekly, and especially when you learn something new, develop helpful documentation, come up with a standard practice, etc. If it was valuable to you and your team, it's likely that it will be valuable to others in the community!