# How to use the Project Blog "TeacMem" <a href="http://blogs.epb.uni-hamburg.de/teacmem/">http://blogs.epb.uni-hamburg.de/teacmem/</a>

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### 1. Account

Before you start, please make sure you have activated your user account for the blog which you should have received in the confirmation mail sent to you on the 26th of October 2009. The subject matter of the mail is "[TeacMem] Your blog invite" with the following text:

"Hi,

You've been invited to join 'TeacMem' at

http://blogs.epb.uni-hamburg.de/teacmem as a editor.

If you do not want to join this blog please ignore

this email. This invitation will expire in a few days.

Please click the folowing link to activate your user account: <u>http://blogs.epb.uni-hamburg.de/wp-activate.php?key=008b5edbf451d7d7</u> "

(If you did not confirm the link yet, it will probably not work any longer. In this case, please send an e-mail to <u>lisa.rosa@li-hamburg.de</u>).

When you activate the link, you should see this screen:

	Hilfe anfordern Blogs Blog 🔊		
رrL⊖LL.,	Blogs von Mitarbeiterr Psychologie und Bewe	ı der Fakultät für Erziehungswissenschaft, gungswissenschaft der Universität Hamburg	
Dein Account ist nu	ın aktiviert!		
Benutzername: rosarobra			
Passwort: afe3fa9c	)		
Tags	Blogroll	Lateta Einteäna	
Tags     Blogroll			
	DIOGIOII     loveitorchangeit.com	Letzte EIntrage Serverumzug und -update	
Downtime plugin server	loveitorchangeit.com Torsten Meyer	Letzte Eintrage Serverumzug und -update Update abgeschlossen	
Downtime plugin Server	Diogroff Ioveitorchangeit.com Torsten Meyer	Letzte Eintrage Serverumzug und -update Update abgeschlossen Update der EPB Blogs am Donnerstag den 13. August 2009	
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Downtime plugin server update video zitate Die Seite läuft mit V	Dorgron     Ioveitorchangeit.com     Torsten Meyer     Unsere Fakultät     Fakultät EP8     life Portal     loveitorchangeit.com     Projekt ePush  WordPress und wird vom Projekt ePush, de     Datenbank: 269 Abfragen / 2.241 Se	e. Letzte Eintrage Serverumzug und -update Update abgeschlossen Update der EPB Blogs am Donnerstag den 13. August 2009 Zitieren in Blogeinträgen Plugins für Videos	

In the red oval you will find your user name ("Benutzername") and your password. Press the link "Logge dich ein". A log in form will appear:

← Zurück zu EPB Unisphere		
	WORDPRESS	
	Benutzername rosarobra	
	Passwort  Erinnere dictran mich Anmelden	
	Registrieren   Passwork vorgessen?	
		V

Now fill in your username and the given password and press the button "Anmelden".

#### 2. First login and changing your password

This form called "Dashboard" will appear. From there you may be able to do all your activities within the blog.

The first useful action may be to change your password into a more suitable one which should be easier to remember. To change your password, go into your "Profile":

Dashboard     Dashboard	Dashboard     Screen Options *       y     Main Dashboard       y     Akismet is almost ready. You must anter your WordPress.com API key for it to work.			
My Blogs				it to work.
8			QuickBrow	-
20 10515	At a Glance		QUICKPTE	
wig Media	12 Posts	1 Comment	Title	
de Links	32 Pages	1 Approved		Add media: 🔳 🏶
Pages	20 Categories	Q Pending	Content	<u>^</u>
Comments	44 Tags	0 Spam		×
🖑 Profile	Theme Andreas09 with 9 Widg	Theme Andreas09 with 9 Widgets		
Tå Tools	Akismet blocks spam from getting to your blog, but there's nothing in your spam queue at the moment. Storage Space »			Save Draft Reset Publish
17 Settings				
			Recent Dr	rafts
	30MB Space Allowed	29.74MB (99%) Space Used	There are	e no drafts at the moment
			WordPres	ss Deutschland Blog
	Recent Comments		RSS Error	: WP HTTP Error: connect() timed out!
	From Lisa Rosa on History project for the 3rd grade of Honningsvåg school – preliminary report #			
			Weitere WordPress-News	
	I think, that is a very can be motivated by the	very nice story about how learning d by contingency and about how		
		View all		

In the next appearing form scroll down to the bottom. There you will have to fill in your new password twice. Then press the button "Update Profile".

Nickname (required)	rosarobra
Display name publicly as	rosarobra
Contact Info	
E-mail (required)	e.rosa@hamburg.de
Website	
AIM	
Yahoo IM	
Jabber / Google Talk	
About Yourself	
Biographical Info	
	<u>v</u>
	Share a little biographical information to fill out your profile. This may be shown publicly.
New Password	If you would like to change the password type a new one. Otherwise leave this blank.
	The your new password again.
	Strength indicator Hint: The password should be at least seven characters long. To make it stronger, use upper and lower case letters, numbers and symbols like ! " ? \$ % ^ & ).

Now your new password is already changed for the next log in. Only if you are logged in, the postings which are set "private" will be visible for you.

			Help =
🕼 Dashboard	No Profile		( ) as p
Posts	Akismet is almost ready. You	must <u>enter your WordPress.com API key</u> for it	to work.
🖗 Media	Personal Options		
🖉 Links	Visual Editor	Disable the visual editor when writing	
Pages			
Comments	Admin Color Scheme	Blue	
🐇 Profile	-	Gray	
Subscriptions	Keyboard Shortcuts	Enable keyboard shortcuts for comment	moderation. More information
	Name		
37 Settings	Username	rosarobra	Your username cannot be changed.
	First name		
	Last name		
	Nickname (required)	rosarobra	
	Display name publicly as	rosarobra	
	Contact Info		
	E-mail (required)	e.rosa@hamburg.de	
	Website		

#### 3. Subscribe to receive an e-mail in case of new posts and comments

Scroll up in the Profile site and press the button "Subscriptions". Now a new form will appear. You may choose the settings by your own, I would recommend selecting and pressing buttons as shown below:

🚯 TeacMem	Visit Site	New Post v Howdy, rosarobra   Turbo   Log Out
Dashboard     Dashboar	Notification Settings	Help ¥
* Posts	Akismet is almost ready. You must achieve ur WordPress.c	om API key for it to work.
⑮ Media	Receive email as: CHTM: I Plain Text - Full C Plain Te	ext - Excerpt
& Links	Autometically subscribe the newly created categories:	Yes C No
Pages	Subscribe to all categories	
Comments	Subsorribed Categories on TegeMorn	
🐣 Profile 🔍 🔻	□ Select / Unselect All	
Your Profile		☐ Körber
Tools	<ul> <li>Andreas</li> <li>Andreas Körber</li> </ul>	│ Lisa Rosa-Robra │ Neuengamme
87 Settings	Authors     Claudia Lenz	
	Discussions	Project Management
	□ Groups □ Harald Syse	□ Televag □ Uni Hamburg
	Honningsvag     Internal	Useful external material Working material
	i interna	
	Update Preferences »	
	C. I	
	Subscribe to new blogs	
	TeacMem View Settings Subscribe	
	th WordPress MU   Documentation	

#### 4. Commenting on contributions (posts) of other members

			Help =
🚯 Dashboard	Notification Settings		
e Bart	Akismet is almost ready. You must enter	our WordPress.com API key for it to	work.
Nodio			
-gg Media	Receive entail as, it infine it Plain fex	- Tuli - Flair Text - Excerpt	
de Links	Automatically subscribe me to newly create	categories: C Yes C No	
🗊 Pages	Subscribe to all categories		
Comments	Subscribe to an earegones		
s	Subscribed Categories on	TeacMem	
🐣 Profile 🛛 🔻		reaction	
Your Profile	Select / Unselect All		
Subscriptions		Korber	
TI Tools	Andreas		(obra
			lie
Settings	Claudia Lenz	Press Relea	ISPS
		Project Mar	nagement
	Groups	□ Televag	
	☐ Harald Syse	□ Uni Hambur	P
	Honningsvag	☐ Useful exte	rnal material
	Internal	🗖 Working ma	aterials
	Update Preferences »		
	Subscribe to new blogs		
	TeacMem View Se	tings Subscribe	

Visit the TeacMem Site either by pressing "TeacMem" or "Visit Site":

Press the comment button ("No Comments" and "1 Comment" respectively) below the article (post) on which you wish to comment:



Fill your remarks into the form either directly or by copy & paste from a worddocument, and then press the button "Submit Comment":

Museene för kystkultur og gjenreisning i Finnmark Blaagard/KDAS, Copenhagen, Denmark Museum Vest; Dept. Norsjofartmuseum Senter för studier av Holocaust og livssynsminoriteter, Oslo, Norway Persons Denset	Legged in as rosarobra. Logout » XHTML: You can use these tags: <a href="" title=""> <abbr title=""> <acronym title=""> <b> <bcook (converted="" converted="" converted<="" th="" the="" to=""><th>Cape Museum From Historical Consciousness to Historical Competencies Photo of The North Sea Traffic Museum Historical Analogy: Helpdesk in the Middle Ages Working Material: The importance of the</th><th></th></bcook></b></acronym></abbr></a>	Cape Museum From Historical Consciousness to Historical Competencies Photo of The North Sea Traffic Museum Historical Analogy: Helpdesk in the Middle Ages Working Material: The importance of the	
Current Developments Steering Committee Dates and Events Presentations Proceedings Results Public Reports Teaching Materials Dublicatione		Recent Comments	
Internal Project Handbook Seminars Neuengamme Seminar (2010) Press Archives Project Partners' Map	Submit Comment	Lisa Rosa on History project for the 3rd grade of Honningsvåg school – preliminary report	
Categories Select Category	« German Memorial Culture today (?): Wentorf	Site Admin Log out	
Tags			
Germany historical analogy Historical Consciousness Historical Thinking history teaching HL Senteret Hostorical Competencies implications of learning processes media			
memorial			
		6	~

If you want to see your comment, you have to refresh the page and then press the comment button below the post you have commented on.

#### 5. Posting a contribution

You get from the welcome page to your dashboard by pressing "Site Admin" in the right sidebar:



#### Press the button "Posts" in the Dashboard

â Dashboard	Dashboard	antor your WordProce or	ADI koy for	it to work	screen Options + Hel
My Blogs	Akismet is almost ready. You must e	om AP1 Key for	it to work.		
Posts	Right Now		QuickPres	55	
왥 Media	At a Glance		Title		
Links	14 Posts	2 Comments		Add media:	
Dages	33 Pages	2 Approved	Content		~
	20 Categories	O Pending			
2 Comments	46 Tags	O Spam			
9. Profile	Theme Andreas09 with 9 Widgets Akismet blocks spam from getting to your blog, but there's nothing in your spam queue at the moment.		Taos		
U Tools				Save Draft Reset	Publish
Settings			Recent Drafts		
	30MB Space Allowed 29.74	MB (99%) Space Used	There are no drafts at the moment WordPress Deutschland Blog Loading		
	Recent Comments				
	From rosarobra on German	Memorial Culture			
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	wordpress.com - blog geht nic	:ht?	Loading		
	From Lisa Rosa on History project for the 3rd grade of Honningsvåg school – preliminary report #				
I think, that is a ve can be motivated		ry about how learning ncy and about how			

And then click on "Add New":

🛞 Dashboard	🖉 Edit Posts			S	creen Optio	ns∀ Help
✓ Posts	Akismet is almost ready. You must enter yo	ur WordPress.com /	API key for it to wor	ʻk.		
Edit	<b>All</b> (24)   Published (14)   Draft (1)   Private (9)				S	earch Posts
Add New Post Tags	Bulk Actions Apply Show all dates	View all catego	ries 💌 Filter	Displaying 1–15 of 24 1 2		
Mail Subscribers	☐ Post	Author	Categories	Tags		Date
똏 Media & Links	Memory culture web 2.0	Lisa Rosa	Discussions, Useful external material	forms of memorising, memorial culture,	Ģ	2009/11/18 Published
Pages Comments	☐ Initial Meeting: Some Picturs - Private	Prof. Dr. Andreas Körber	Allgemein, Andreas Körber,	Guided Tour, Initial Meeting	ę.	2009/11/15 Last
0			Internal, Project Management			Modified
咎 Profile 甘 Tools 羽 Settings	German Memorial Culture today (?): Wentorf	Prof. Dr. Andreas Körber	Andreas Körber, Useful external material	Germany, memorial culture, soldiers, Wentorf, WW1, WW2	ιų.	2009/11/14 Published
	A glimpse into German memorial culture debates: Großburgwedel	Prof. Dr. Andreas Körber	Andreas Körber, Useful external material	Germany, memorial culture, perpetrators, scandal, victims, Volkstrauertag	Ģ	2009/11/12 Published
	About Gjenreisningsmuseet- museum     of reconstruction     Edit   Quick Edit   Delete   View	luitgardsofieloew	Allgemein	No Tags	ц.	2009/11/12 Published
	History project for the 3rd grade of Honningsvåg school – preliminary report	luitgardsofieloew	Allgemein, Honningsvag	North Cape Museum, pupils' study visit to the museum	ų.	2009/11/10 Published
	🕞 Our museum – North Cape Museum	luitgardsofieloew	Honningsvag	North Cape	ç,	2009/11/10

In the form which appears you may write your contribution or copy and paste it from a word-document.

Find a headline:

🕥 TeacMem	Visit Site Edit Posts	Howdy, rosarobra   Turbo   Log Out
留 Dashboard	Add New Post	Screen Options v Help v
🖈 Posts	Akismet is almost ready. You must enter your WordPress.com API key for it to	work.
Edit > Add New		Publish
Post Tags Categories Mail Subscribers	Permalink: http://blogs.epb.uni-hamburg.de/teacmem/2009/11/20/find-a-headline/ Edit	Save Draft Preview
@ Media	Add media:	Status: Draft Edit
2 Links	B I ↔ 듣 듣 " ■ ≡ ≡ ■ ∞ ∅ ⊣ ♥ ▼ ■ ≕ 52	問 Publish immediately Edit
@_ LIIKS		In I const initiation water
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6		Post Tags
🛞 Profile		Add now tog
TI Tools	Path: p	Add new tag
89 Settings	Word count: 3 Draft Saved at 2:37:32 pm.	Separate tags with commas.
	Excerpt	<u>Choose from the most used tags in Post</u> Tags
		Categories
	Excerpts are optional hand-crafted summaries of your content that can be used in	All Categories Most Used
	your theme. Learn more about manual excerpts.	Allgemein     Authors
	Send Trackbacks	🗖 Andreas
	Send trackbacks to:	<ul> <li>Andreas Körber</li> <li>Claudia Lenz</li> </ul>
	(Separate multiple URLs with spaces)	☐ Harald Syse
	Trackbacks are a way to notify legacy blog systems that you've linked to them. If	🗖 Körber

Fill in your text:

<u> </u>		
🚯 Dashboard	Add New Post	Screen Options W Help W
🕈 Posts 👘	Akismet is almost ready. You must enter your WordPress.com API key for it to	work.
Edit		
Add New		Publish
Post Tags Categories Mail Subscribers	Permalink: http://blogs.epb.uni-hamburg.de/teacmem/2009/11/20/find-a-headline/ Edit	Save Draft Preview
The Media	Add media: 🔳 🏶 Visual HTML	Status: Draft Edit
@ 1	_ B I ↔ ∷ ∷ ∷ ↔ ≡ ≡ ≡ ∞ ∞ ☆ ⊣ ♥ • □ ∷ S2	Visibility: Public Edit
🖉 Links		Publish immediately Edit
Pages		Publich
Comments		Publish
0		Dest Trees
🖑 Profile		Post Tags
& Profile	Patr. p	Post Tags Add new tag Add
& Profile TI Tools	Path p Word count: 3 Draft Saved at 2:37:32 pm.	Post Tags       Add new tag       Separate tags with commas.
8 Profile Th Tools 37 Settings	Patk p Word count: 3 Draft Saved at 2:37:32 pm.	Post Tags Add new tag Add Separate tags with commas. Choose from the most used tags in Post
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名 Profile 们 Tools 羽 Settings	Patr. p Word count: 3 Draft Saved at 2:37:32 pm. Excerpt	Post Tags         Add new tag       Add         Separate tags with commas.         Choose from the most used tags in Post         Tags
원 Profile TÅ Tools 편] Settings	Path p Word count: 3 Draft Saved at 2:37:32 pm.	Post Tags         Add new tag       Add         Separate tags with commas.         Choose from the most used tags in Post         Tags         Categories
은 Profile Th Tools I위 Settings	Path p Word count: 3 Draft Seved at 2:37:32 pm.	Post Tags         Add new tag       Add         Separate tags with commas.         Choose from the most used tags in Post Tags         Categories         All Categories         Most Used
8 Profile TJ Tools IT Settings	Path p Word count: 3 Draft Seved at 2:37:32 pm. Excerpt Excerpts are optional hand-crafted summaries of your content that can be used in your theme. Learn more about manual excerpts.	Post Tags Add new tag Add Separate tags with commas. Choose from the most used tags in Post Tags Categories All Categories Most Used All Categories Most Used All Categories
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Press the button "Show Kitchen Sink" to receive more edit options:

😭 Dashboard	🖉 Add New Post	Screen Options W Help W
🖈 Posts 🔍 🗸	Akismet is almost ready. You must enter your WordPress.com API key for it to	work.
Edit Add New		Publish
Post Tags Categories Mail Subscribers	Permalink: http://blogs.epb.uni-hamburg.de/teacmem/2009/11/20/find-a-headline/ Edit	Save Draft Preview
Than Subscribers	Add media: 🔳 🗰 Visur HTML	Status: Draft Edit
명 Media	B Z ASC := }= 44 ≡ ≡ ≡ ∞ ∞ ⊶ - ♥ ▼ 💷 📰 SZ	Visibility: Public Edit
🖉 Links		Dublish immediately Edit
Pages		
Comments		Publish
& Profile		Post Tags
1 m 1	D-th	Add new tag Add
10 10015	Fam. p Word count: 0 Draft Saved at 2:37:32 pm	Separate tags with commas.
87 Settings		
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		Categories
		All Categories Most Used
	excerpts are optional hand-crafted summaries of your content that can be used in your theme. Learn more about manual excerpts.	T Harald Syse
		☐ Körber
	Send Trackbacks	🗖 Lisa Rosa-Robra
	Send trackbacks to:	Discussions
		Groups
	(Separate multiple URLs with spaces)	L Honningsvag
	Trackbacks are a way to notify legacy blog systems that you've linked to them. If	

9

Add tags and chosen categories to your post:

🕥 TeacMem	Visit Site Ec	dit Posts 🔻 Howdy, rosarobra   Turbo   Log Out
🚯 Dashboard	🖉 Add New Post	Screen Options * Help *
* Posts	Akismet is almost ready. You must enter your WordPress.com API key for	or it to work.
Edit Add New		Publish
Post Tags Categories Mail Subscribers	Permalink: http://blogs.epb.uni-hamburg.de/teacmem/2009/11/20/find-a-head Edit	line/ Save Draft Preview
🕸 Media	Add media:	TML Status: Draft Edit
Links	B I Asc II II II A + III III	Publish immediately Edit
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Comments	1	Publish
8		Post Tags
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TI Tools	Path: p	Add new tag
Settings	Word count: 0 Draft Saved at 2:37:32	2 pm. Reparate tags with commas.
	Excerpt	<u>Choose from the most used tags in Post</u> Tags
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	Excerpts are optional hand-crafted summaries of your content that can be used your theme. Learn more about manual excerpts.	in All Categories Most Used
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	(Separate multiple URLs with spaces)	Honningsvag     Internal
	machacka are a way to noticy regary blog systems that you ve linked to them.	

Choose either "Private" or "Public" visibility by pressing the button "Edit" next to "Visibility":

🕥 TeacMem	Visit Site Edit Po	sts 🔻 Howdy, rosarobra   Turbo   Log Out
🚯 Dashboard	🖈 Add New Post	Screen Options V Help V
8	Akismet is almost ready. You must enter your WordPress com API key for it	to work
🖍 Posts 🔍 🔻	ARISINELIS ANNOSLITEAUY. TOU MUSL ENter YOU WOLDPLESS.COM APT REVIOU NO	to work.
Edit		Publish
Post Tags		
Categories Mail Subscribers	Permalink: http://blogs.epb.uni-hamburg.de/teacmem/2009/11/20/find-a-headline/ Edit	Save Draft Preview
Media	Add media:	Visibility Public Edit
Links	B I ANC IIIIIIIIIIIIIIIIIIIIIIIIIIIIIIIII	Publish immediately Edit
Pages		
Comments		Publish
s		
8 Profile		Post Tags
Th Tools	Path: p	Add new tag Add
19 Settings	Word count: 0 Draft Saved at 2:37:32 pm.	Separate tags with commas.
(T) portunge		Choose from the most used tags in Post
	Excerpt	Tags
		Categories
	Excerpts are optional hand-crafted summaries of your content that can be used in	All Categories Most Used
	your theme. Learn more about manual excerpts.	Harald Syse
		Lisa Rosa-Robra
	Send Trackbacks	Discussions
	Send trackbacks to:	☐ Groups
	(Separate multiple URLs with spaces)	Honningsvag
	Trackbacks are a way to notify legacy blog systems that you've linked to them. If	Internal

Then press the button "Publish".

🚯 TeacMem	Visit Site Edit Posts	<ul> <li>Howdy, rosarobra   Turbo   Log Out</li> </ul>
💮 Dashboard	Add New Post	Screen Options V Help V
	Akismet is almost ready. You must enter your WordPress com API key for it to	work
Posts	AND INCE IS UNITED FROM TO A HOLE CITED FOR THE AND A FROM THE AND	WORK -
Edit		Publish
Post Tags		
Categories Mail Subscribers	Permalink: http://blogs.epb.uni-hamburg.de/teacmem/2009/11/20/find-a-headline/ Edit	Save Draft Preview
9 Media	Add media:	Status oraft Edit
n Links	- B I ABC := := :: :: : : : : : : : : : : : : :	Public
Pages		C Password protected
Comments		C Private
		OK Cancel
8 Profile		
The Tools	Path: p	団 N blish immediately <u>Edit</u>
IV Settings	Word count: 0 Draft Saved at 2:37:32 pm.	Publish
	Event	
	Excerpt	Post Tags
		Add new tag Add
		Separate tags with commas.
	Excerpts are optional hand-crafted summaries of your content that can be used in your theme. Learn more about manual excerpts.	
		Choose from the most used tags in Post Tags
	Send Trackbacks	
	Send trackbacks to:	Categories
		All Categories Most Used
	(Separate multiple URLs with spaces) Trackbacks are a way to notify legacy blog systems that you've linked to them. If	Harald Syse

Go to "Visite site" to see your post. You can edit your post at any time by pressing the button "Edit" below your post:



You may also delete your published posts at any time. For this go to the Dashboard and press "Posts" ---> "Edit".

💮 Dashboard	🖉 Edit Posts			S	icreen Optic	ns  ▼ Help
✓ Posts	Akismet is almost ready. You must enter yo	ur WordPress.com /	API key for it to wo	rk.		
Edit	All (35)   Rublished (14)   Drafts (3)   Brivata (6				S	earch Posts
Add New Post Tags	Bulk Actions Apply Show all dates	View all catego	ries 💌 Filter	Displaying	1–15 of 25	1 2
Mail Subscribers	☐ Post	Author	Categories	Tags		Date
때 Media & Links	🗂 (no title) - Draft	rosarobra	Uncategorized	No Tags	Ģ	2009/11/2 Last Modified
Pages	Memory culture web 2.0	Lisa Rosa	Discussions, Useful external	forms of memorising,	9	2009/11/1 Published
Comments			material	memorial culture, web 2.0		
& Profile	Initial Meeting: Some Picturs - Private	Prof. Dr. Andreas	Allgemein,	Guided Tour,	Ģ	2009/11/1
Tools		Korber	Internal, Project	; initial Needing	N	Modified
37 Settings	German Memorial Culture today (?): Wentorf	Prof. Dr. Andreas Körber	Andreas Körber, Useful external material	Germany, memorial culture, soldiers, Wentorf, WW1, WW2	ιų.	2009/11/1 Published
	A glimpse into German memorial culture debates: Großburgwedel	Prof. Dr. Andreas Körber	Andreas Körber, Useful external material	Germany, memorial culture, perpetrators, scandal, victims, Volkstrauertag	0	2009/11/1 Published
	About Gjenreisningsmuseet- museum of reconstruction	luitgardsofieloew	Allgemein	No Tags	ņ	2009/11/1 Published
	History project for the 3rd grade of Honningsvåg school – preliminary report	luitgardsofieloew	Allgemein, Honningsvag	North Cape Museum, pupils' study visit to the	η.	2009/11/1 Published

Find your post in the listed Posts and put the curser over the title. Some options appear below the title:

🚯 TeacMem			New Post	Howdy, rosa	arobra   Ti	urbo   Log Ou
💮 Dashboard	🔗 Edit Posts			S	Screen Opti	ons 🔻 Help 🔻
🗴 🗴 Posts 🗸 🗸	Akismet is almost ready. You must enter y	our WordPress.com	<u>API key</u> for it to wo	rk.		
Edit Add New	All (25)   Published (14)   Drafts (2)   Private	(9)			5	Search Posts
Post Tags Categories	Bulk Actions Apply Show all dates	View all catego	ries 💌 Filter	Displaying	1–15 of 25	5 1 <b>2</b> »
Mail Subscribers	☐ Post	Author	Categories	Tags		Date
🕼 Media 🔗 Links	🗖 (no title) - Draft	rosarobra	Uncategorized	No Tags	Ģ	2009/11/20 Last Modified
Pages Comments	Memory culture web 2.0 Edit   Quick Edit   Delete   View Delete this post	Lisa Rosa	Discussions, Useful external material	forms of memorising, memorial culture, web 2.0	Ģ.	2009/11/18 Published
8 Profile	C initial Meeting: Some Picturs Private	e Prof. Dr. Andreas Körber	Allgemein, Andreas Körber, Internal, Project Management	Guided Tour, Initial Meeting	Ģ	2009/11/15 Last Modified
हेंगे Settings	German Memorial Culture today (?): Wentorf	Prof. Dr. Andreas Körber	Andreas Körber, Useful external material	Germany, memorial culture, soldiers, Wentorf, WW1, WW2	HŞH	2009/11/14 Published
	A glimpse into German memorial culture debates: Großburgwedel	Prof. Dr. Andreas Körber	Andreas Körber, Useful external material	Germany, memorial culture, perpetrators, scandal, victims, Volkstrauertag	Ģ	2009/11/12 Published
	About Gjenreisningsmuseet- museum of reconstruction	luitgardsofieloew	Allgemein	No Tags	Ģ	2009/11/12 Published
	History project for the 3rd grade of Honningsvåg school – preliminary report	luitgardsofieloew	Allgemein, Honningsvag	North Cape Museum, pupils' study visit to the	ιij.	2009/11/10 Published

Press the option "Delete".

#### 6. Inserting a hyperlink into your text:

Mark the word (or a few words) in which you want to hide the Link and then press the symbol "Link" in the edit bar of the form.



A new form will pop up. Copy the address of the website you want to refer to and paste it into the window and press the "Insert" button:

🟦 Dashboard	🖉 Edit Post	Screen Options * Help
🖌 Posts 🗸	Akismet is almost ready. You must enter your WordPress.com API key for it to	work.
Edit Add New Post Tags	Memory culture web 2.0	Publish
Categories Mail Subscribers Media Links Pages Comments Comments Profile TA Tools Settings	Permalinke http://Blogs.epb.uni-hamburg.de/teacmem/2009/11/12/memory-culture- web-200/Edit View Post Add media: * Visual HTM B & Act III (Interview) * Interview IIII (Interview) * Interview III (Interview) * Interview IIII (Interview) * Interview III (Interview) * Interview IIII (Interview) * Interview IIIII (Interview) * Interview IIII (Interview) * Interview IIIII (Interview) * Interview IIII (Interview	Preview Change Status: Published Edit Viability: Public Edit Published on: Nov 18, 2009 @ 11:39 Edit Delete Update Post Post Tags Add new tag Add Separate tags with commas. © forms of memorising © memorial culture © web 2.0 Chaose from the most used tags in Post Tags
	Excerpts are optional hand-crafted summaries of your content that can be used in your theme. Learn more about manual excerpts. Send Trackbacks Send trackbacks to:	Categories       All Categories       Most Used       Image: Discussions       Image: Useful external material       Image: Allgemein       Image: Allgemein

The inserted Link will look like this:

🕥 TeacMem	Visit Site New Post	Howdy, rosarobra   Turbo   Log Ou
🟦 Dashboard	🔊 Edit Post	Screen Options v Help v
✤ Posts	Akismet is almost ready. You must enter your WordPress.com API key for it to v	work.
Edit Add New Post Tags	Memory culture web 2.0	Publish
Categories Mail Subscribers	Permalink: http://blogs.epb.uni-hamburg.de/teacmem/2009/11/18/memory-culture- web-2-0/ Edit   View Post   Add media:	Preview Changes
👌 Media		Visibility: Public Edit
<sup>®</sup> Links	B Z ABC :	☐ Published on: Nov 18, 2000 € 11 20 Edit
Pages	One member of my <u>twitter net community</u> has sent me the following link	Delete Update Post
Comments	about a new practice in the internet, to create with social media a actually dead holocaust visitim as virtual vivid. This creation is called in the article a	
8 Profile	re-construction. I wonder, it this term is actually adequate. Besides I have many more questions to this praxis. What is it? For what is it? What	Post Tags
Tools	Path: p	Add new tag Add
9 Settings	Word count:         Draft Saved at 4:03:20 pm. Last edited by rosarobra on November           96         18, 2009 at 11:46	Separate tags with commas. forms of memorising memorial culture g web 2.0
	Excerpt	<u>Choose from the most used tags in Post</u> Tags
	~	Categories
	Excerpts are optional hand-crafted summaries of your content that can be used in your theme. Learn more about manual excerpts	All Categories Most Used
	your dreme, <u>costit inter about manual excerpts.</u>	<ul> <li>✓ Discussions</li> <li>✓ Useful external material</li> </ul>
	Send Trackbacks	
	Send trackbacks to:	Authors     Andreas
	(Separate multiple URLs with spaces)	□ Andreas Körber

Press the "Update Post" button (or the "Publish" button).

# 7. Adding a Picture to your Post

Put the curser where you whish the picture to be:

🖈 Posts 🔍 🗸	Akismet is almost ready. You must enter	er your WordPress.com API key for i	to work.
2 Edit			
Add New Post Tags	Memory culture web 2.0	0	Publish
Categories Mail Subscribers	Permalink: http://blogs.epb.uni-hamburg.de web-2-0/ Edit View Post	e/teacmem/2009/11/18/ <mark>memory-cultur</mark>	e- Preview Changes
🖾 Media	Add media: 🔳 🏶	Visual HTML	Status: Published Edit
P Links	B Z ABC := := := :: : : : : : : : : : : : : :	∞ ∞ <del> </del>	Tisibility: Public Edit
Pages	http://www.ac.world.de/dw/article/o,,,2	4901077,00.html	Delete Update Post
Comments			
Profile			Post Tags
T'l Tools	Patr n		Add new tag Add
IT Settings	Word count: 98 Last edited by ro	sarobra on November 20, 2009 at 16:0	8 Separate tags with commas.
	Excerpt		memorial culture      web 2.0      Choose from the most used tags in Post Tags
	Durante and estimation of the days for the	en ef en	Categories
	your theme. Learn more about manual exce	es or your content that can be used in rpts.	All Categories Most Used
	Send Trackbacks		Discussions     Useful external material
	Send trackbacks to:		Allgemein     Authors
	(Separate multiple URLs with spaces)		☐ Andreas
	Trackbacks are a way to notify legacy blog : you link other WordPress blogs they'll be no other action pecessary	systems that you've linked to them. If tified automatically using <u>pinqbacks</u> , no	Andreas Körber     Claudia Lenz
			+ Add New Category
	Custom Fields		
	Name	Value	~

Press the first button next to "Add media" to add an image:

🚯 TeacMen	Visit Site New Post	Howdy, rosarobra   Turbo   Log Ou
💮 Dashboard	🖉 Edit Post	Screen Options T Help T
🖈 Posts	Akismet is almost ready. You must enter your WordPress.com API key for it to v	vork.
Edit Add New	Memory culture web 2.0	Publish v
Post Tags Categories Mail Subscribers	Permalink: http://blogs.epb.uni-hamburg.de/teacmem/2009/11/18/memory-culture- web-2-0/ Edit New Post	Preview Changes
🕼 Media	Add media:	Status: Published Edit
& Links	B I ABC :: ::::::::::::::::::::::::::::::::	Published on: Nov 18, 2009 @ 11:39 Edit
Pages	http://www.dw-world.de/dw/article/0.,4901077.00.html	Public Pu
Comments		Update Post
0 00 00 00		Post Tags
28 Profile	×	Add new tag
Tools	Path: p	Separate tags with commas
89 Settings	Word count: Draft Saved at 4:25:20 pm. Last edited by rosarobra on November 98 20, 2009 at 16:08	© forms of memorising
		💿 memorial culture 🛛 💿 web 2.0
	Excerpt	Choose from the most used tags in Post
		. <u>18qs</u>
	w.	Categories
	Excerpts are optional hand-crafted summaries of your content that can be used in your theme. Learn more about manual excerpts.	All Categories Most Used
		✓ Discussions
	Send Trackbacks	Useful external material
	Send trackbacks to:	Aligement     Authors
	(Separate multiple URLs with spaces)	Andreas Körber

A window will pop up, in which you may choose either the option "from Computer" or "from URL". The option "from Computer" is already preset. Press the button "Select Files" to upload an image from your Computer:



Select your picture and press "open":

Wählen Sie die	zu ladenden D	ateien, von blogs.epb.uni-har	nburg.de	? 🔀			arobra   Turbo   Log Out
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Zuletzt verwendete D Desktop Desktop Eigene Dateien Atbetsplatz	Bid1 Mahrmal 001 Mahrmal 002 Mahrmal 003 Mahrmal 004 Mahrmal 005 Mahrmal 005 Mahrmal 007 Mahrmal 007 Mahrmal 007 Mahrmal 009 Mahrmal 010 Mahrmal 011 Mahrmal 013 Mahrmal 014 Dateiname:	Mahrmal 015 Mahrmal 017 Mahrmal 017 Mahrmal 017 Mahrmal 018 Mahrmal 019 Mahrmal 019 Mahrmal 019 Mahrmal 021 Mahrmal 021 Mahrmal 023 Mahrmal 023 Mahrmal 023 Mahrmal 023 Mahrmal 023 Mahrmal 029 Mahrmal 029 Mahrmal 029 Mahrmal 029 Mahrmal 029 Mahrmal 029	1	Offnen	load r uploader instead. ns.		Preview Changes It 16, 2009 © 11:39 Edit Update Post
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Ti Tools				///	a		
							ng @ web 2.0 <u>st used tags in Post</u>
							lost Used
							al material 🛛 🗏
		(Separate multiple URLs with sp	aces)				

Your image will be uploaded to the blog – and it will be saved in the "Gallery": Click the button "Show":

			^
	Add an Image	x arobra   Turbo   Log Out	
	From Computer From URL Gallery (2) Media Library	creen Options - Help -	
	Add media files from your computer		
- Edit	Chasse Flag to upload Salect Files Cancel Upload		
	You are using the Elash unloader. Droblems? Try the Browser unloader instead		
	After a file has been unleaded, you can add titles and descriptions		1
	Arter a nie nas been uploaded, you can add clues and descriptions.	Preview changes	
	Buchcover_Engeström Show		
	Save all changes		
	Save all changes	18, 2009 @ 11:39 Edit	
		Undate Post	
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		or mines.	
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		st used tags in Post	
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		IOSC OSEC	
		al material	
	Trackbacks are a way to notify legacy blog systems that you've linked to them. If	s Körber	~

You may now edit the title and choose Alignment and Size:

		Screen Options - He
Add media f	iles from your computer	
	Constitution	
Choose files to up	bload Select Files Cancel Opload	
You are using the	Flash uploader. Problems? Try the <u>Browser uploader</u> instead.	
After a file has beer	n uploaded, you can add titles and descriptions.	
Buchcover_Enge	eström Hide	Preview Change
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Link OKL	None File URL Post URL	st used tags in Post
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Size	ी Thumbnail 🕫 Medium 🦷 Large 🕫 Full size	lost Used
	(150 × 150) (218 × 300) (473 × 648)	
	Insert into Post Delete	al material

Usual settings are preset: Alignment "None"; Size "Medium".

💮 TeacMem	Add an Image		arebra   Turbo   Log Out
	Add media files	s from your computer	Apreen Options = Help =
	Choose files to uploa	d Select Files Cancel Upload	
Edit	You are using the Flas	h uploader. Problems? Try the <u>Browser uploader</u> instead.	
	After a file has been up	loaded, you can add titles and descriptions.	
	Buchcover_Engestr	öm <u>Hide</u>	Preview Changes
		Buchcover Engeström1.jpg	<u>nr</u>
	20%		18 2000 @ 11-39 Edit
		image/ Jpeg	
		2009-11-20 16:50:40	Update Post
	Title	Buchcover_Engeström	
	Caption		
			ommas.
	Description		1g
	Link URL		st used tags in Post
		None File URL Post URL	
	Alignment	🖲 None C 🎫 Left C 💻 Center C 💷 Right	
	Size	C Thumbnail @ Medium @ Large @ Full size	lost Used
		(150 × 150) (218 × 300) (473 × 648)	
			al material
	Save all changes	]	

Then press the button "Insert into Post":

The picture will be shown within your post in the edit mode. Click the button "Update Post" or "Publish".

Uploading from an URL is alike – but make sure that you have the authorization to publish it.

#### 8. Adding a PDF-file or a slideshow

First of all do not forget to position the curser and click where you want the file to be:

TeacMem	Visit Site	New Post	Howdy, rosarobra   Turbo   Log Out
🕋 Dashboard	🖈 Edit Post		Screen Options V Help V
🖉 🖈 Posts 🗸 🗸	Akismet is almost ready. You must enter your WordPress.com API key	<u>v</u> for it to w	ork.
> Edit Add New	Memory culture web 2.0		Publish
Post Tags Categories Mail Subscribers	Permalink: http://blogs.epb.uni-hamburg.de/teacmem/2009/11/18/memory- web-2-0/ Edit View Post	-culture-	Preview Changes
জি Media	Add media: Visual	HTML	Status: Published Edit
P Links	B I Asc :: :: :: :: :: :: :: :: :: :: :: :: ::	<mark>52</mark>	Published on: Nov 18, 2009 @ 11:39 Edit
Dages	nttp://www.world.de/dw/article/04901077.00.html	~	Delete
<b>Q</b> Comments			Update Post
8 P. Cl.			Post Tags
© Profile		~	Add new tag Add
IN Tools	Patr. p Word count: Draft Saved at 5:08:53 pm. Last edited by rosarobra on No 98 20, 2009 a	vember at 16:08	Separate tags with commas. © forms of memorising © memorial culture © web 2.0
	Excerpt	~	<u>Choose from the most used tags in Post</u> <u>Tags</u>
		14	Categories
	Excerpts are optional hand-crafted summaries of your content that can be us	sed in	All Categories Most Used
	your theme. Learn more about manual excerpts.		Discussions
	Send Trackbacks		Allgemein
	Send trackbacks to:		Authors
	(Separate multiple URLs with spaces)		Andreas     Körher

Secondly: Press the second button next to "Add media".

By pressing the button "select files" you will upload your selected files.

Then press the button "insert into your post":

	Add Media	Second   Turbo   Log Out
	From Computer From URL Gallery (3) Media Library	Screen Options - Help +
	Add media files from your computer	
POSIS		
	Choose files to upload Select Files	
	You are using the Flash uploader. Problems? Try the <u>Browser uploader</u> instead.	
	After a file has been uploaded, you can add titles and descriptions.	Preview Changes
	Eckpunkte-Schulformen-ab-2010.pdf	Get :
	application/pdf	
	2009-11-20 17:20:58	18, 2009 @ 11:39 Edit
	Title Eckpunkte Schulformen ab 2010	
	Caption	Update Post
	Description	
	~	
	Link URL	The second se
	None File URL Post URL	Add
		ommas.
	Insert into Post Dulete	ig is web 2.0
		et used tags in Post
	Save all changes	A GEL CARTILLER
		tost Used
		al material

In the post you will see a link to the object – not the object itself.

If you want to embed rather the object into your post – possibly a slideshow –, you will first have to publish it on <u>http://slidshare.com</u>. From there you can embed it into the post by means of a special embedding code.

#### 9. Embedding and uploading videos

Unfortunately we may not embed videos from the internet or upload our own videos yet. But we will soon upgrade our blog space and acting possibilities in order to be able to do so.