

## REGISTERING FOR MACLIN'S HYBRID CLASS WEBSITE

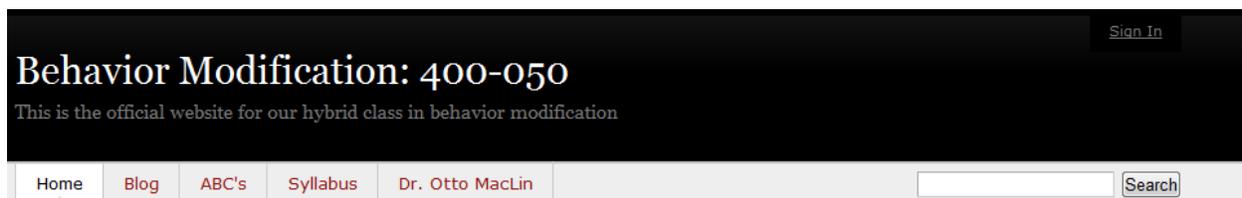
Step #1.

If you have been in a previous hybrid/blogging class with either of the MacLins, then you DO NOT need to set up a new account. Just email me and tell me which hybrid class you were in before (or now) and I will hook up your old account. Let me know if you need a reminder of what your password and login was.

If not then proceed to step #2

Step #2.

If this is the FIRST time ever that you have had a hybrid class with either of the MacLins then go to your class web site and follow the instructions below.



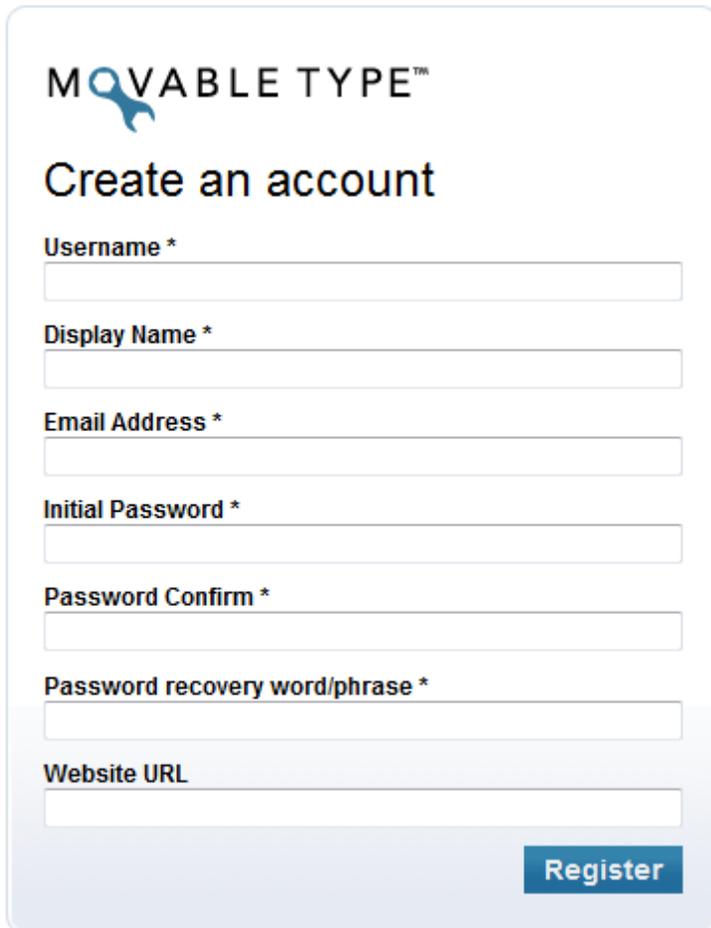
--When you get to your class website you will see a "Sign In" link in the upper right hand corner.  
--After you click on the "Sign In" link (above) you will see the following screen (below).

A screenshot of a sign-in form for Movable Type. The form is titled "Sign in to comment" and includes fields for "Username" and "Password". Below the password field are checkboxes for "Remember me?" and a link for "Forgot your password?". A blue "Sign in" button is at the bottom left. To the right of the form is a "Sign in using..." section with three options: "Movable Type" (with a key icon), "LiveJournal" (with a pencil icon), and "Vox" (with a red 'V' icon). At the bottom right of the form area, there is a link: "Not a member? Sign Up!".

--Click on the "Sign Up!" link.

--After you click on the "Sign Up!" link (above) you will see the following screen which will allow you to create an account.

--WAIT! Before you start filling this information out, READ the information below.



The image shows a registration form for Movable Type. At the top left is the Movable Type logo, which consists of the word "MOVABLE TYPE" in a sans-serif font with a blue wrench icon replacing the letter "O". Below the logo is the heading "Create an account". The form contains several input fields, each with a label and an asterisk indicating it is required: "Username \*", "Display Name \*", "Email Address \*", "Initial Password \*", "Password Confirm \*", "Password recovery word/phrase \*", and "Website URL". At the bottom right of the form is a blue button with the text "Register".

USERNAME, please put your REAL first and REAL last name (John Smith). This will **not** be displayed publically.

DISPLAY NAME, this is your screen name. Please put the name that you would like to display as the author when you write on the blog (JohnS or sniffles86, or whatever)

EMAIL ADDRESS, for your email address, put the address that you will check most often.

PASSWORD, put in a password that you will remember

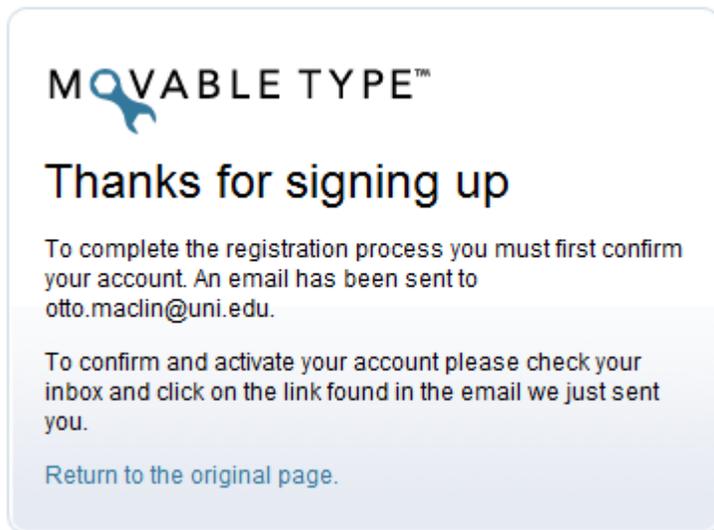
PASSWORD RECOVERY. This is like a secondary password. You will be asked to remember this if you forget your password.

WEBSITE URL, put the full URL for the class you are registering for. If you do not enter the URL I will not know which class you are registering for AND your registration process will be delayed as a result.

WRITE ALL THE ABOVE INFO DOWN and put in a safe place.

Click on the "Register" link.

--After clicking on the "Register" link you will see the following screen.



THIS PART IS IMPORTANT The screen (above) implies that you will be getting an email automatically in your inbox. This is not true! You will NOT immediately be able to log on to the site, and you will NOT receive an automatic email. I have to go in manually and approve you. If you have followed the above steps, you did everything right, and you will receive an email from me when your sign in information has been processed. Thanks!