EDUBLOGS/WORDPRESS
5 THINGS TO KNOW

VISIBILITY SETTINGS
Settings can be configured for the site as a whole, as well as individual pages and posts. The options for Pages and Posts are: publicly visible, password protected, and private to the site’s users.

CATEGORIES VS. TAGS
Categories and Tags are powerful ways to sort Posts in WP. Categories work best as higher-level labels (think basic keywords), Tags as granular labels (think topic-specific keywords).

ADD & EMBED MEDIA
Media files (audio clips, video, images <50mb) can be uploaded directly to a site. Larger files can be easily embedded into Pages and Posts from an external platform (YouTube, Soundcloud, Google Drive, etc.)

MIGRATE & EXPORT
Edublogs and WP have built in exporting tools, so sites can easily be migrated or exported to new domains or installations of WP.

ONE OR MANY
Everyone with a Carleton account automatically gets a site once they log into http://blogs.carleton.edu. This site remains active for a person's career at Carleton. Additional sites can be created by Celeste in AT upon request (24 hour turnaround).
**ONE OR MANY**

Everyone with a Carleton account can create as many sites as they like via Google Drive.

**ADD & EMBED MEDIA**

Media files (audio clips, video, images) can be uploaded directly to a site or added directly from the user's Google Drive, YouTube channel or Google Maps. Photos and other content added to a site is stored within that site (it's not added to Drive or any other Google products). Deleting a Site file also deletes the content within that site. Separate copies stored in Drive are not affected.

**SIMPLE INTERFACE**

The interface for New Google Sites is streamlined and features a clean drag-and-drop interface that draws on familiar icons and design as the rest of the Google Suite. A small select number of themes are available for easy customization. Collaborative editing is possible.

**VISIBILITY SETTINGS**

Visibility settings are for the entire site. Options include: anyone with a carleton.edu can view or anyone on the public web can view.

**NO MIGRATION OR EXPORT**

There are no stable and reliable ways at this time to export or move a Google Site to another account. Sites will only stay live as long as the account that owns that site is active.