

**Role:**

Instructor

**Objectives:**

In this scenario, you will:

- Navigate to a blog entry
- View comments
- Add comments

**Quick Start Guide:****Viewing and Adding Comments to Blog**

Students can view the blog if **Yes** has been selected as the **Make the blog available** option. They can comment on a blog entry if the blog is not a private journal, and if they have been selected as a member of an individual or group blog, or if the **View Comments** checkbox has been enabled for non-members.

**Navigation:**

1. Select a course.
2. Click a content area link in the course menu frame.
3. Click the **View** link for the blog.


**Steps:**


## Viewing Comments

1. Scroll to the bottom of the blog entry.
2. Click the **Comments** link.

## Adding Comments

1. Click the **Comments** link.
2. Enter the comments into the text box.

If you copied text from a Microsoft Word document, click  and press **ctrl+v** on your keyboard to paste in the text from the **Paste from Word** window. Select the **Insert** button to insert the content into the blog.

If you copied text from another type of document, click  (**ctrl+v**) to paste in the text.

3. Click the **Add Comment** button.