

Project #6: More Online Collaboration

For your sixth assignment, you are to:

1. Create a Google calendar
(<https://www.youtube.com/watch?v=Wn9aqqqNJMg&list=PLs7zxED4oCepGWWdvLJyaq3bRNvqHvBu5&index=1>), add 3 events to the calendar, **include your last name in the title**, share the calendar with your instructor (s), then e-mail the instructor(s) the URL to your shared calendar. (NOTE: Shared calendars are not the same as sending an invite to events.)
2. You may either:
 - Start your own educational based blog. This blog may focus on professional, student, or parent content. Send your blog address and an invitation to instructor (s) to join and/or view your blog.
OR
 - Make a significant post or comment on any blog site of your choosing (use <http://www.blogcatalog.com> for a catalog of hundreds of blog sites). Once your comment is posted, take a screen snapshot showing your comment on the site and save the snapshot as an image file or Word file. Upload this document to your Project 6 submission box.



Sharing your Google calendar with specific users

- In the calendar list on the left side of the page, click the down-arrow button next to a calendar, then select **Share this calendar**. (Alternatively, click the **Settings** link at the bottom of the calendar list, then select a calendar and click the **Share this calendar** link.)
- Enter the email address of the person with whom you want to share your calendar.
- From the drop-down menu, select a level of permission, then click **Add**. (Once you click **Add**, the person you selected to share the calendar with will receive an email invitation to view your calendar.) Click **Save**.