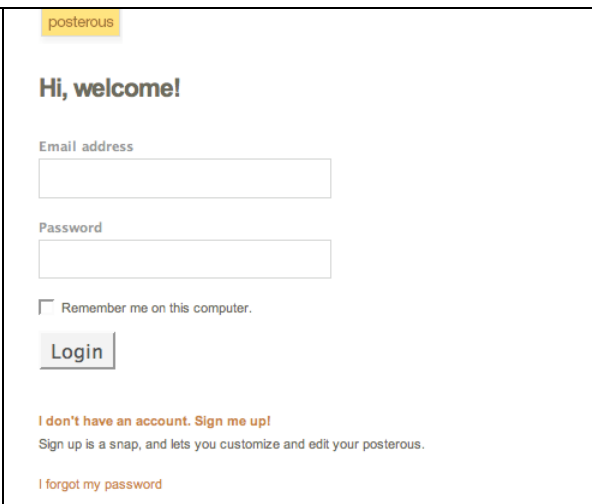
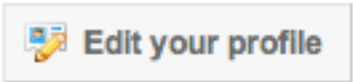



Using posterous.com

...a simple blog for homework posting and other timely information

<p><u>To sign-up for an account</u></p> <p>Go to http://posterous.com and click on the Login found on the upper right hand corner of the site.</p> <p>Returning user? Login</p> <p>Click on</p> <p>I don't have an account. Sign me up!</p> <p>Sign up is a snap, and lets you customize and edit your posterous.</p>	 <p>posterous</p> <p>Hi, welcome!</p> <p>Email address</p> <input type="text"/> <p>Password</p> <input type="password"/> <p><input type="checkbox"/> Remember me on this computer.</p> <p>Login</p> <p>I don't have an account. Sign me up! Sign up is a snap, and lets you customize and edit your posterous.</p> <p>I forgot my password</p>
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<p><u>Manage emails and phone</u></p> <p>Manage your posterous »</p> <p>To begin, enter your email address(es) to your account. Once doing so, posterous will send an email confirmation. Please logout of QuickMail and use WebMail to receive this notification for set-up. If you leave QuickMail on, you will need to log-out and resubmit the email. You will not see a link to access in WebMail.</p> <p>Enter your cell phone number if you wish to be able to text messages to your posterous site.</p>	<p>View my profile »</p> <p>Edit my profile »</p> <p>Edit my posterous » Edit your site name, address, and control what your site can do.</p> <p>Manage emails and phone » Post from more email addresses and your mobile phone.</p>
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<p>Under your sites profile, you can add a description and picture.</p> <p>Click on</p>  <p>found on the next screen.</p> <p>Be sure to Save.</p>	 <p>This is a great site that teachers can easily use this as a tool for communicating homework with parents and to assist students in organization.</p> <p>everettschool's profile »</p> <p>Viewed 8 times</p> <p>Manage your posterous »</p>
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Web Posting

Login to your posterous account to create or edit posts. Click on **Manage**. You may **Write a new post**, **Edit**, or **Delete** any posts. If editing a post, the original date will be displayed. If you want a new date, create a new post.

The screenshot shows the 'Manage' interface for a posterous account. At the top, there's a navigation bar with 'posterous', 'H, Bridget | Manage | My Posterous | My Subscriptions | Logout'. Below that, the title 'Manage' is prominent. The main content area is titled 'everettschool's posterous' and includes a 'Write a new post' button. A table lists existing posts:

Title	Date	Views	Comments	Actions	
Everett Staff Meeting - 9/23/08	Sep 23, 2008	1	0	0	Edit Delete
Technology Notes - How to use posterous	Sep 23, 2008	2	0	0	Edit Delete
homework for Sept 19	Sep 19, 2008	7	0	0	Edit Delete
Teacher Homework Tool	Sep 19, 2008	0	0	0	Edit Delete

On the right side, there are several utility links: 'View my profile', 'Edit my profile', 'Edit my posterous', 'Manage emails and phone', 'Autopost to Everywhere', and 'Change password'.

Email

To send information via email, be sure you have included, and confirmed, all the email addresses at posterous.

Although you can send emails to posterous using QuickMail, use WebMail (not QuickMail) to receive messages and links from posterous otherwise the links will not be seen. *Remember, you are not able to confirm email links for set-up on QuickMail.*

The screenshot shows an email client window titled 'Technology Notes - How to use posterous'. The 'To' field is filled with 'post@posterous.com'. The subject line is 'Technology Notes - How to use posterous'. The body of the email contains the text: 'To attach a pdf file or other file, send it as an attachment via email |'. The email client interface includes standard menu items like File, Delete, Print, Save, and Send, as well as a toolbar with icons for attachments and formatting.

Send the email to **posterous.com**
Put the subject you want listed in the subject line.
Put in the information in the message area.

PDF files, pictures, documents, etc...

You can send many different types of files to posterous. Just include those in an email as an attachment.

"What can I send to posterous?"

You can attach any type of file and we'll post it along with the text of your email. We'll do smarter things for **photos, MP3's, documents and video (both links AND files)**



Sending Messages via phone (text message)

To send a message to your site via text message, enter the number provided to you from the email confirmation in the phone number location. (*Mine is 5 characters and it still sends even though it hyphenates the number.*) Just type in what you would like to post in the text message spot.

Visit <http://posterous.com/faq> to learn more....

Bridget Booker
9/23/08