

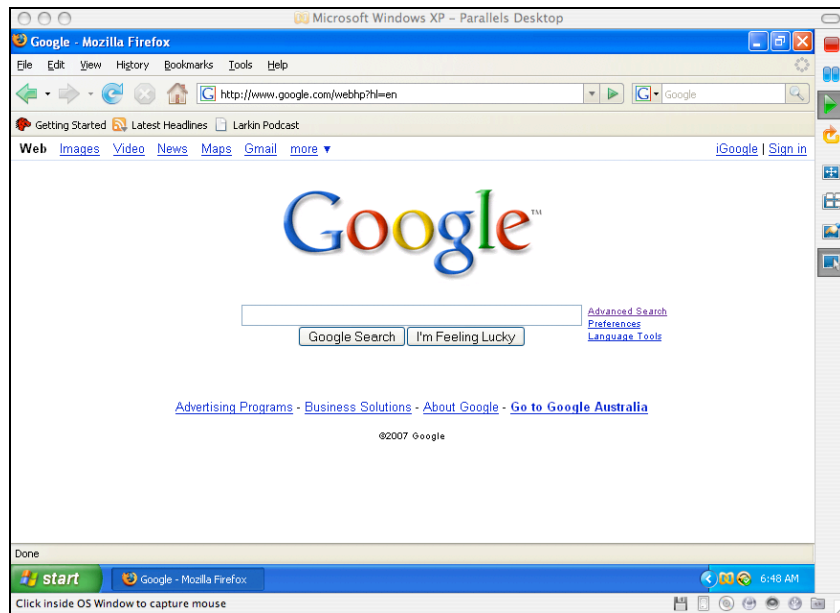
## Setting up a Google Account together with Google Reader and iGoogle

Google Reader allows you to keep track of the various web logs that you have subscribed to in the past. In this manner you can easily keep track of any new posts in the various web logs. In order to take advantage of Google Reader you need to have a Google account. Simply follow the steps below.

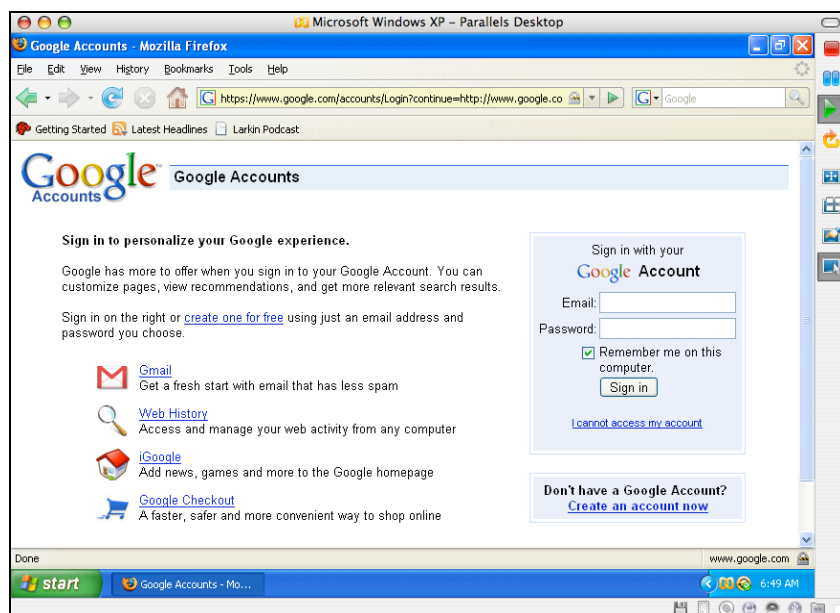
Launch a web browser application such as Internet Explorer, Firefox or Safari. Type the following address in the web address field.

[www.google.com](http://www.google.com)

You will see the following window...

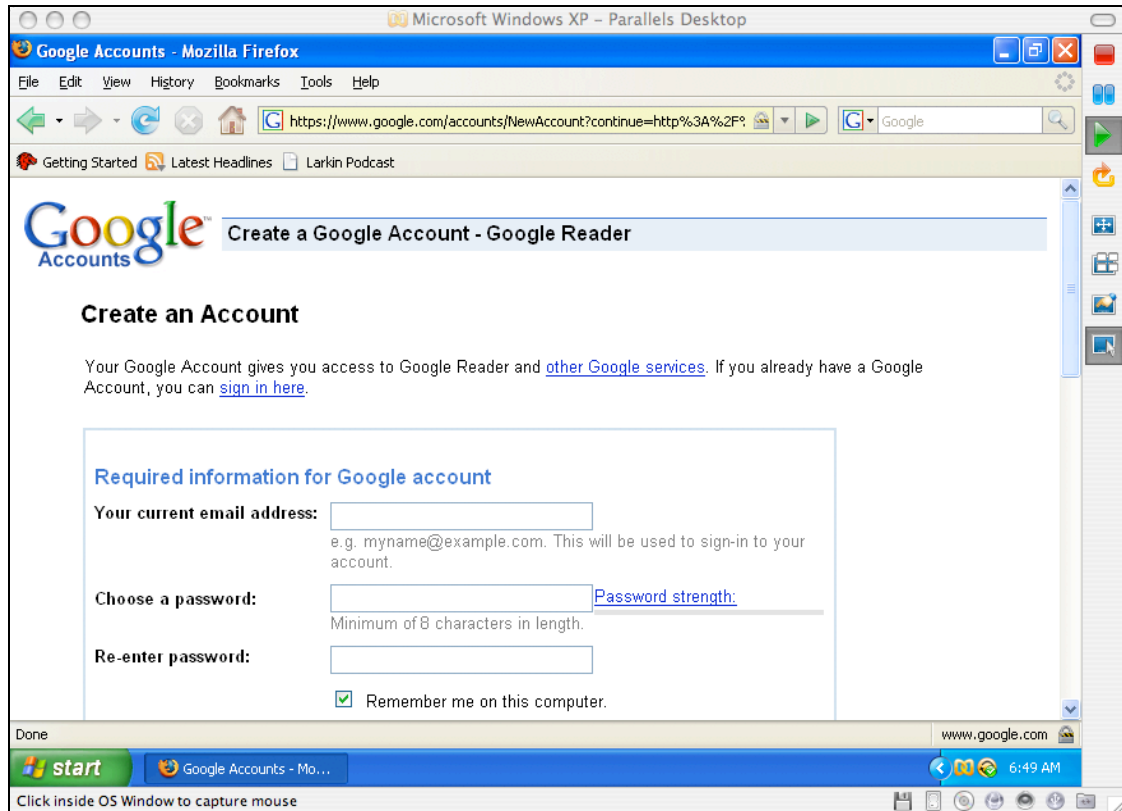


Click on the Sign In link located in the upper right hand corner of the Google window. The following window will appear.

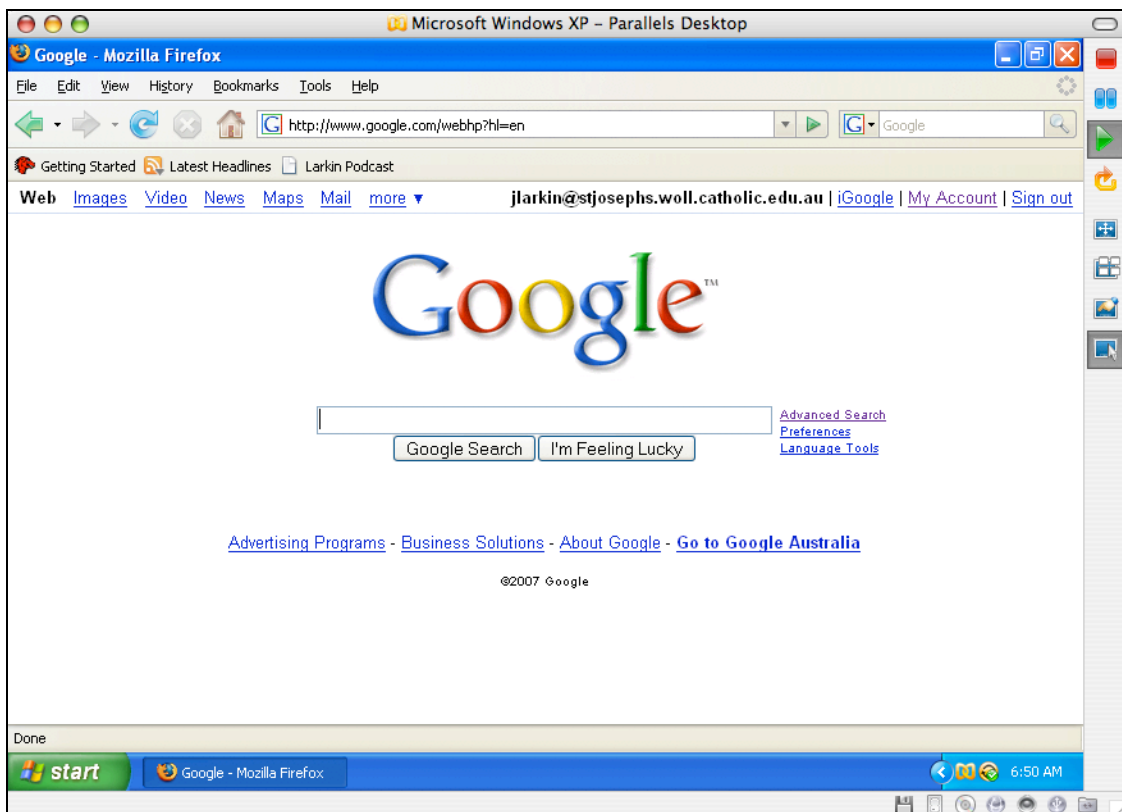


If you already possess a Google account simply sign in. If not, click on the Create an account now link in the bottom right hand corner of the window. The following window will appear.

Complete the details required to set up the account. Follow the instructions on each window step by step.

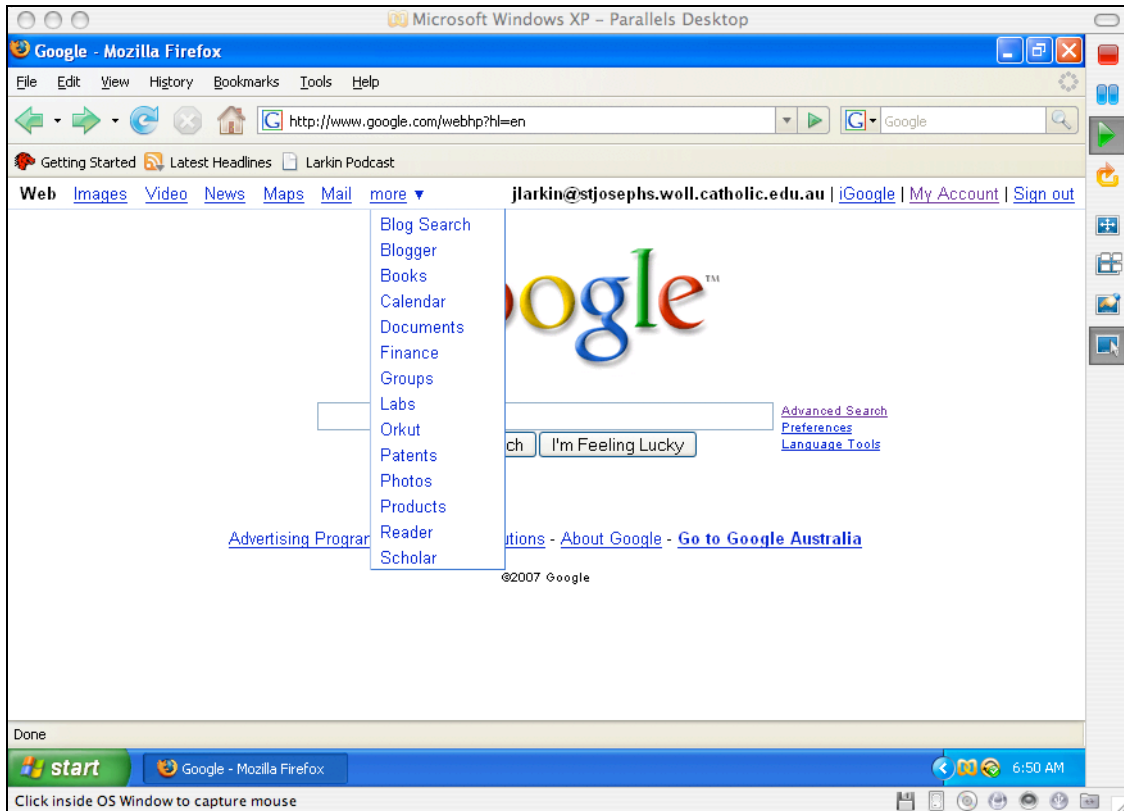


Once you have created the account return to the main Google page at [www.google.com](http://www.google.com). Are you still signed in?

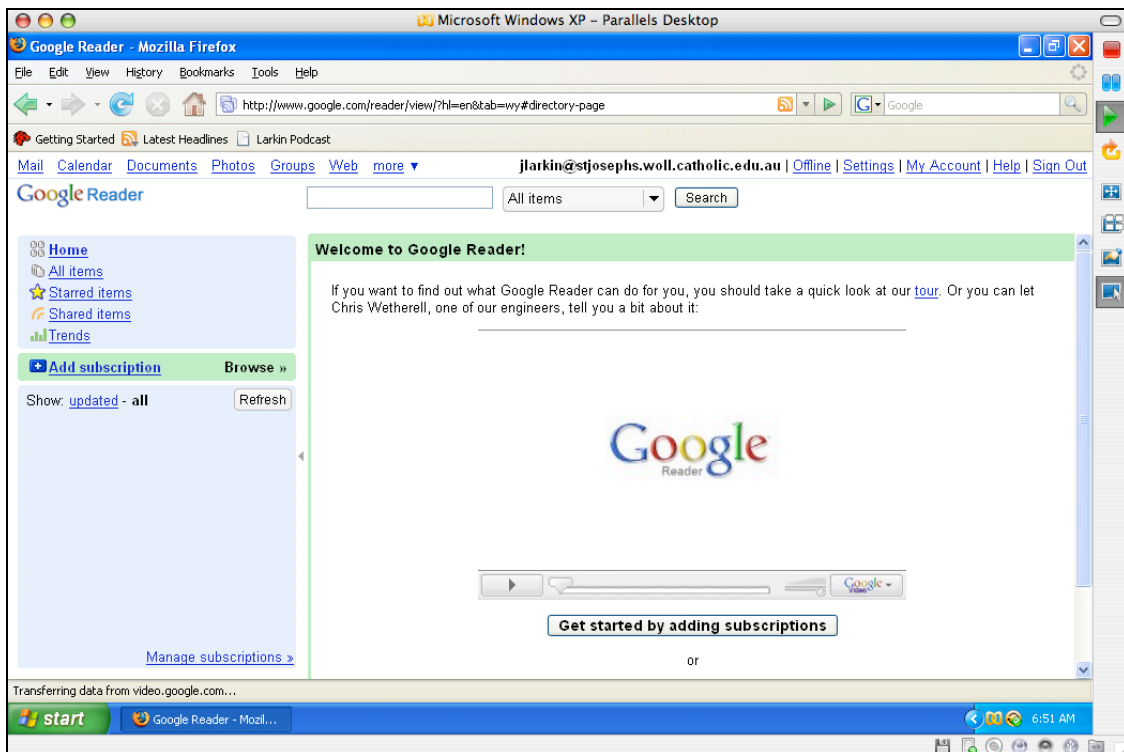


## Setting Up Google Reader

Select Reader from the **more** drop down menu at the top of the Google window.



You will see the following window. This is the main Google Reader window with its introductory video. Feel free to view the video.



Click on the Settings link at the top of the Google Reader window. You will see the window below.

**Settings** [« Back to Google Reader](#)

[Preferences](#) [Subscriptions](#) [Folders and Tags](#) [Goodies](#) [Import/Export](#)

Select: [All 193 subscriptions](#), [None](#), [Unassigned](#) [More actions...](#) [Unsubscribe](#)

Filter by name, folder, or URL

<input type="checkbox"/> <b>21st Century Collaborative</b> http://21stcenturylearning.typepad.com/blog/atom.xml	<a href="#">Rename</a>		<a href="#">Change folders...</a> Commentary, Observers
<input type="checkbox"/> <b>5B Frequent Flyers</b> http://5bfrequentflyers.blogspot.com/feeds/posts/default	<a href="#">Rename</a>		<a href="#">Change folders...</a> K-12
<input type="checkbox"/> <b>A Difference</b> http://adifference.blogspot.com/atom.xml	<a href="#">Rename</a>		<a href="#">Change folders...</a> K-12
<input type="checkbox"/> <b>A History Teacher</b> http://www.ahistoryteacher.com/wordpress/?feed=rss2	<a href="#">Rename</a>		<a href="#">Change folders...</a> History
<input type="checkbox"/> <b>A Plethora of Technology</b> http://plethorotech.blogspot.com/feeds/posts/default	<a href="#">Rename</a>		<a href="#">Change folders...</a> K-12
<input type="checkbox"/> <b>Adventures in Educational Blogging</b> http://ssedro.blogspot.com/feeds/posts/default	<a href="#">Rename</a>		<a href="#">Change folders...</a> K-12
<input type="checkbox"/> <b>always learning</b> http://mscofino.edublogs.org/feed/atom/	<a href="#">Rename</a>		<a href="#">Change folders...</a> K-12

This window allows you to configure Google Reader. At this stage there are no subscriptions in your Google Reader. Please click on the Goodies link. You will see the following window.

**Settings** [« Back to Google Reader](#)

[Preferences](#) [Subscriptions](#) [Folders and Tags](#) [Goodies](#) [Import/Export](#)

### Add Reader to iGoogle

To see updates at a glance, you can add Google Reader to iGoogle.

[Add to iGoogle](#)

### Put Reader in a bookmark

The **next bookmark** is an innovative way to read your subscriptions. It allows you to use Google Reader through just one link - clicking on it takes you to the next unread item, marking it as read in the process. It is particularly useful for subscriptions which only include snippets or when you want to read an article in context.

To use the **next bookmark**, simply drag the link below to your bookmark bar.

[Next >](#) <-- drag this to your bookmarks bar

There are two very useful tools available for your use here. Read the information about adding Google Reader to your personalised Google Home Page. This places a widget on your personalised Google home page. This is very useful. The other is the “**Subscribe as you surf**” button. Scroll down the screen to see the following information.

### Subscribe as you surf

If you find yourself repeatedly visiting a website to check for updates, or if you just stumble across a page you want to keep track of, you can easily subscribe to it in Google Reader using the **subscribe bookmark**.

To use the **subscribe bookmark**, simply drag the link below to your bookmarks bar. Then, when you're on a web page, you can click the bookmark to view it in Google Reader.

[Subscribe...](#)

Once you see the feed preview, confirm your subscription by clicking the "Subscribe" button within Reader.

### Use Reader offline

To use Reader offline, you can [install Google Gears](#) or use [Google Chrome](#). Then simply use the green "go offline" link to start reading while disconnected. Note that offline support in Reader should be considered of **beta** quality.

Follow the instructions provided on the page. **Drag** the **Subscribe** button to the **Bookmarks Bar** of Firefox, Safari or the latest version of Internet Explorer. This button will be indispensable as you add web log subscriptions to Google Reader.

As you can see from the window below the **Subscribe** button has been added to the **Firefox Bookmarks Bar**.



Click on the Preferences tab to set up Google Reader with the options that you desire with respect to the language, start page, navigation and tracking.



You can manage your subscriptions via the relevant tag. You can categorise or tag subscriptions. You can also rename subscriptions.



Folders and tags allow you to share your subscriptions with others as well as creating blogrolls dynamically.

**Settings** [« Back to Google Reader](#)

[Preferences](#) [Subscriptions](#) [Folders and Tags](#) [Goodies](#) [Import/Export](#)

Select: [All 193 subscriptions](#), [None](#), [Unassigned](#) [More actions...](#) [Unsubscribe](#)

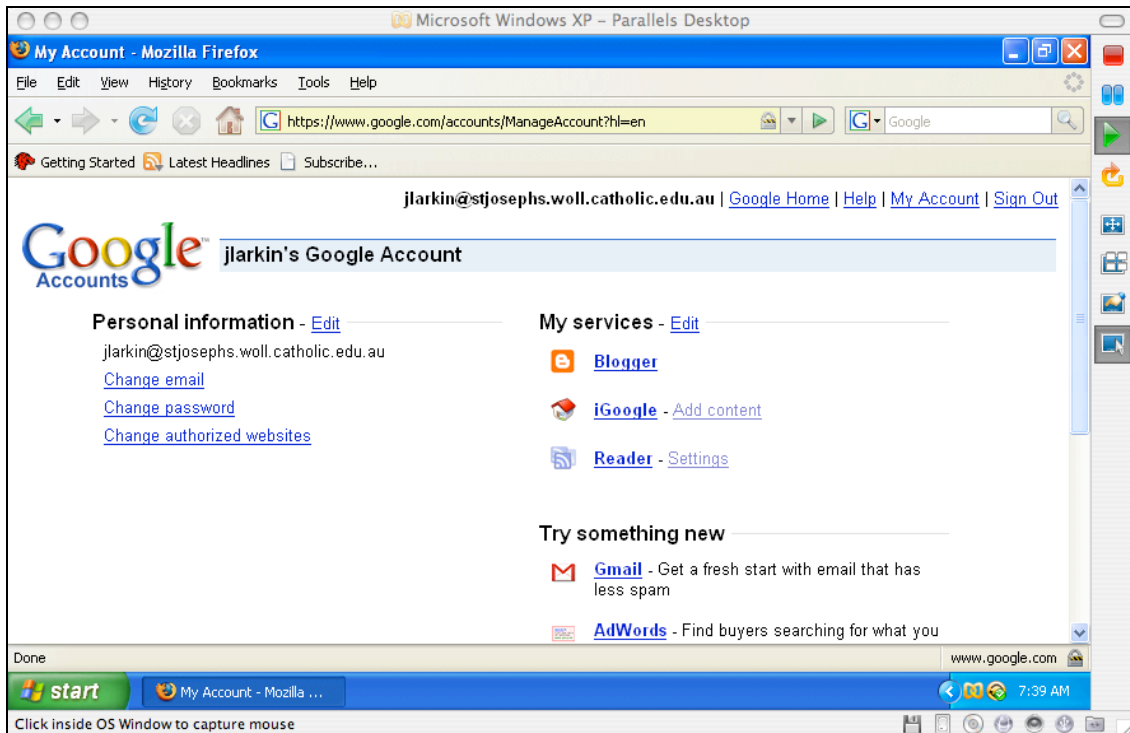
Filter by name, folder, or URL

<input type="checkbox"/>	<b>21st Century Collaborative</b> <a href="http://21stcenturylearning.typepad.com/blog/atom.xml">http://21stcenturylearning.typepad.com/blog/atom.xml</a>	<a href="#">Rename</a>		<a href="#">Change folders...</a> Commentary, Observers
<input type="checkbox"/>	<b>5B Frequent Flyers</b> <a href="http://5bfrequentflyers.blogspot.com/feeds/posts/default">http://5bfrequentflyers.blogspot.com/feeds/posts/default</a>	<a href="#">Rename</a>		<a href="#">Change folders...</a> K-12
<input type="checkbox"/>	<b>A Difference</b> <a href="http://adifference.blogspot.com/atom.xml">http://adifference.blogspot.com/atom.xml</a>	<a href="#">Rename</a>		<a href="#">Change folders...</a> K-12
<input type="checkbox"/>	<b>A History Teacher</b> <a href="http://www.ahistoryteacher.com/wordpress/?feed=rss2">http://www.ahistoryteacher.com/wordpress/?feed=rss2</a>	<a href="#">Rename</a>		<a href="#">Change folders...</a> History
<input type="checkbox"/>	<b>A Plethora of Technology</b> <a href="http://plethoratech.blogspot.com/feeds/posts/default">http://plethoratech.blogspot.com/feeds/posts/default</a>	<a href="#">Rename</a>		<a href="#">Change folders...</a> K-12
<input type="checkbox"/>	<b>Adventures in Educational Blogging</b> <a href="http://ssedro.blogspot.com/feeds/posts/default">http://ssedro.blogspot.com/feeds/posts/default</a>	<a href="#">Rename</a>		<a href="#">Change folders...</a> K-12
<input type="checkbox"/>	<b>always learning</b> <a href="http://mscofino.edublogs.org/feed/atom/">http://mscofino.edublogs.org/feed/atom/</a>	<a href="#">Rename</a>		<a href="#">Change folders...</a> K-12

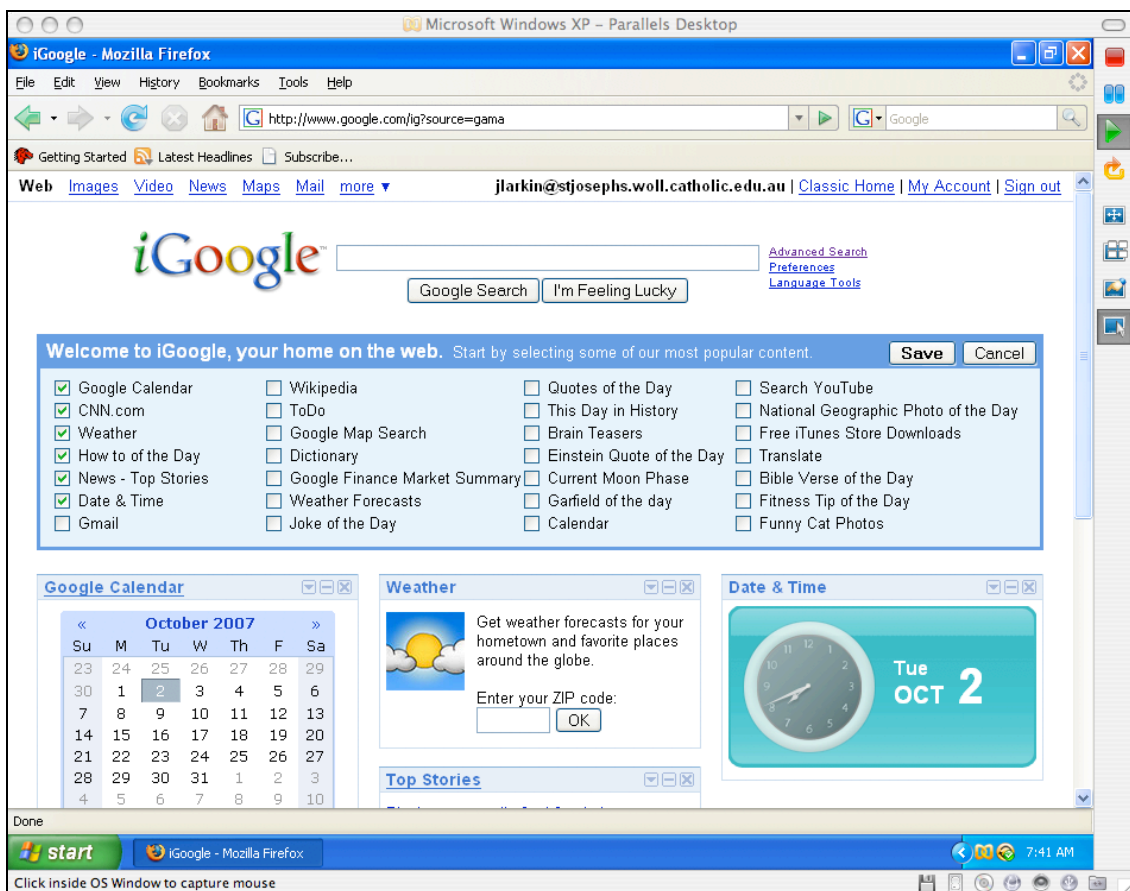
You can also import subscriptions from another blog or feed reader. Conversely you can export your subscriptions as well. The file type created is known as an OPML file.

## Setting Up A Google Home Page

Click on the **My Account** link at the top of the Google Window. The following window will appear.

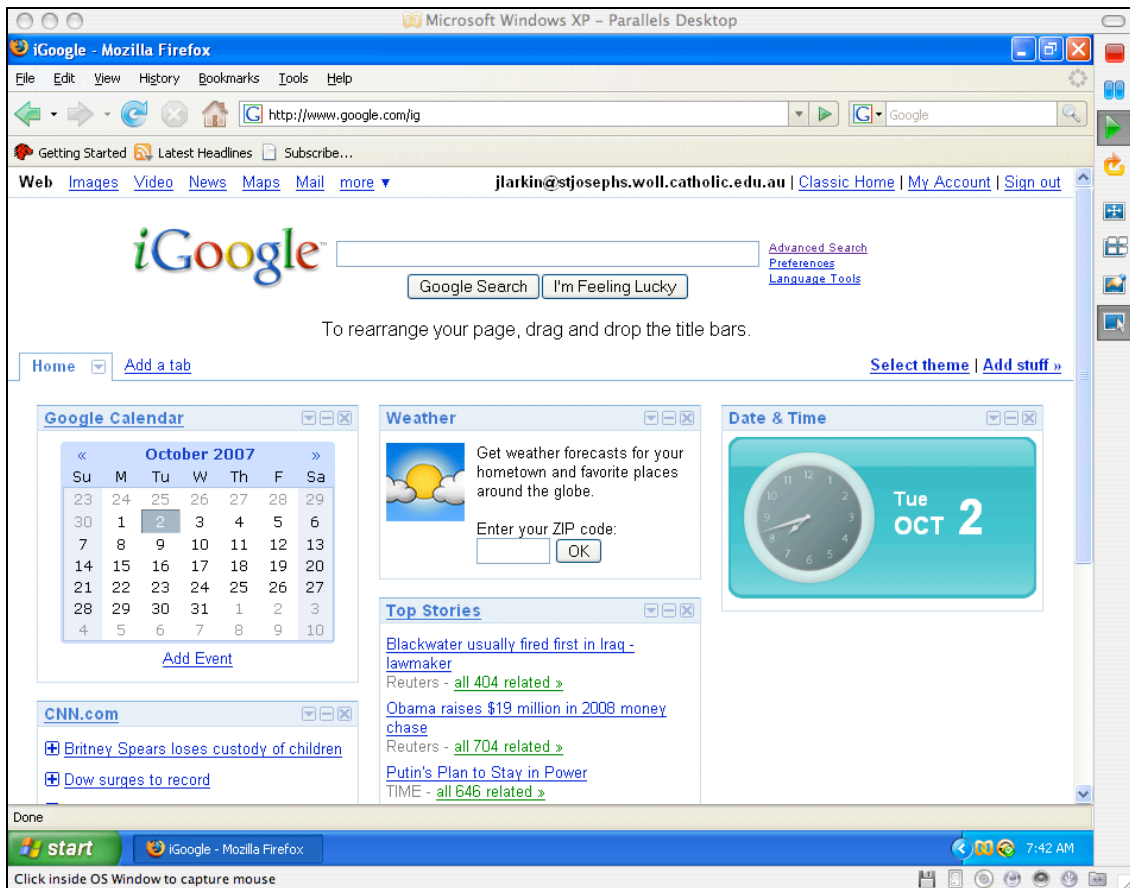


Click on the **iGoogle** link on the right hand side of the **Google Account** window. The following window will appear.

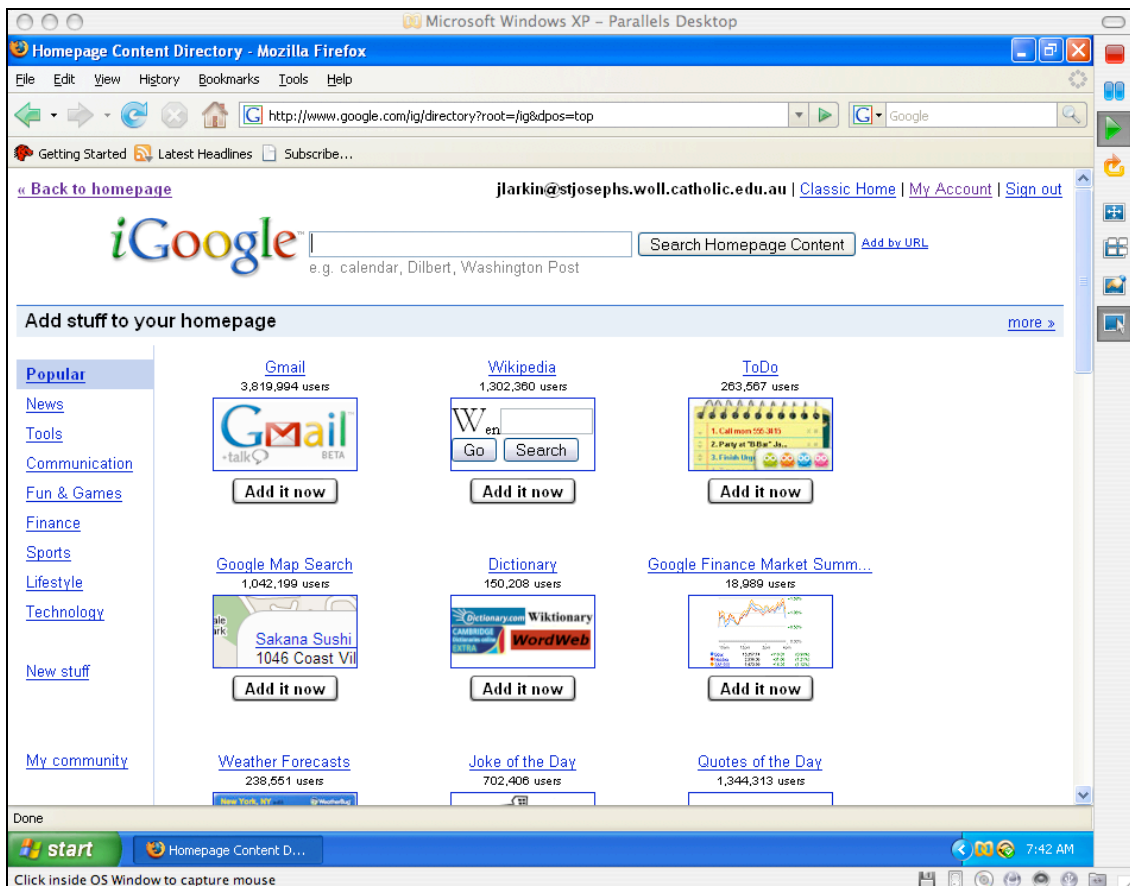


To begin creating your **iGoogle Home Page**, click on the **Save** button located on the right hand side of the **iGoogle** window. The following window will appear.



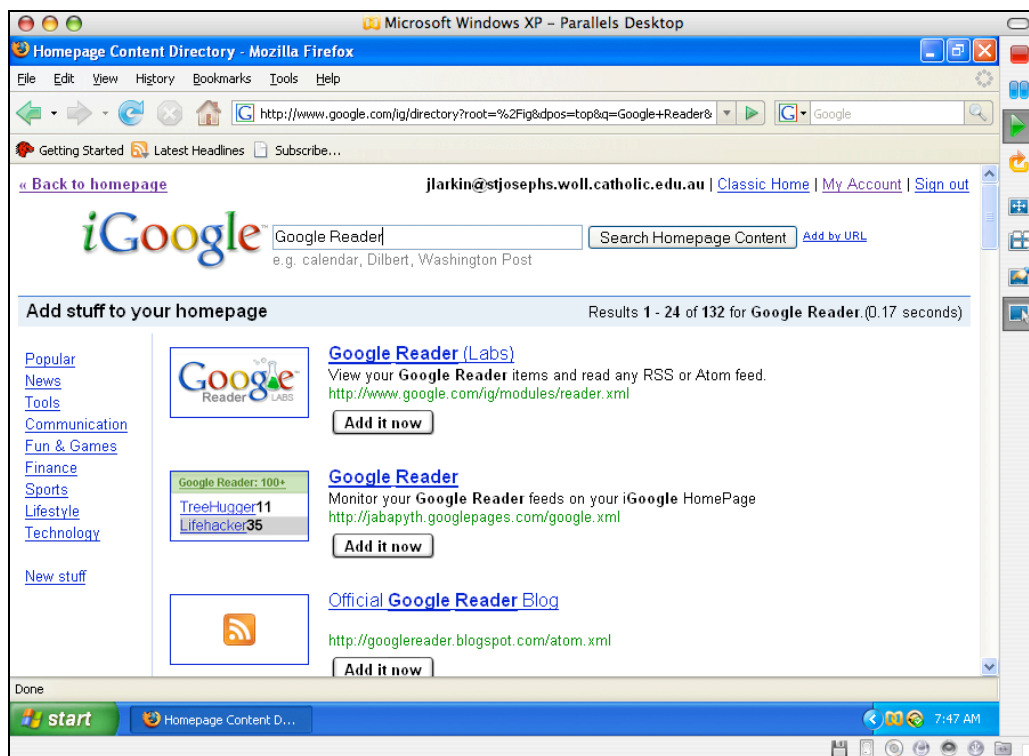


You can now **customise** this window by deleting unwanted elements or **widgets**. In order to add more elements or **widgets** click on the **Add Stuff** link on the right hand side of the window. The following window will appear.

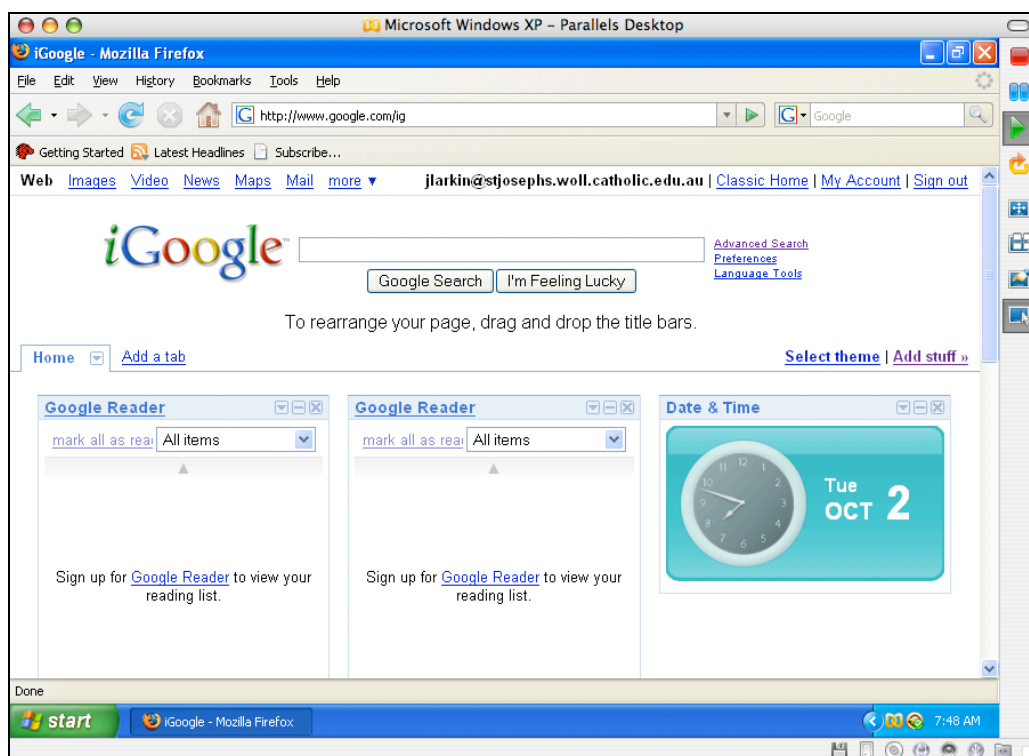




To easily add the Google Reader widget type in “**Google Reader**” in the search field and click on the **Search Homepage Content** button. The following window should appear.



Click on the **Add It Now** button located beneath the **Google Reader (Labs)** widget. Then click on the **Back to homepage** link in the upper left corner of the window. The following window should appear.



You will see that the **Google Reader** widget is now conveniently located on your **iGoogle** home page. This will be a very convenient method for you to keep tabs of your subscriptions.