

## Getting Started with Movable Type blogs: Instructions for Students

### Your Movable Type Account

First, be sure you have an Active Directory (AD) account. If you haven't done so already:

- Go to the CAMS (College Account Mgmt System) web page: <https://cams.qc.cuny.edu/>
- Click on "new to CAMS" and enter SSN, six-digit **PIN** \* and zip code.
- Choose "student," and click the "I accept the terms..." box and click on "Login"
- The next screen is Account System Overview.
- Two accounts should be shown: Lotus Notes/Email and AD.
- Make a note of your Username. You will use it to log on to Movable Type
- For each account (Lotus Notes and AD), click on the "details" button to the right of the yellow "Deactivated" box.
- Choose a password — we suggest using the same password for both e-mail and AD.

If you activated your AD account before the semester began, your Movable Type account should have been created automatically. If not, *you must activate your AD account during the first week of classes*, so that your Movable Type account can be created.

\* Your **PIN** (Personal Identification Number) is the same as used for the web registration system (eSIMS). If you need to reset your PIN, you need to go in-person to the Registrar's office (Jefferson Hall). It may take 24 hours for the request to be processed. After 24 hours, you can try to activate your AD account again via CAMS.

If you still have questions about your AD account, please contact the OCT Help Desk at 718-997-4444.

### Logging On

You can log into Movable Type at the following URL: <http://mtblogs.qc.cuny.edu/mt.cgi>

Use your **AD username** and **password** to log in.

If you have an active AD account but cannot log into Movable Type, please contact your professor.

### Using Your Blog

Once you are logged in, you will see a menu on the left side of the screen. If you click on New Entry, you will be taken to a window where you can create your first post. See **Blog Tutorials** page for instructions for creating posts and using other Movable Type features:

<http://blogs.qc.cuny.edu/blogs/blogtutorials/>.

### Customizing Your Blog

If you click on the **Settings** button, you will be taken to a window that allows you to rename your blog and create a description for it. However, **do not change any of the following three items:**

1. Publishing paths for your Blog
2. Username and password.
3. E-mail address for your account.

***Doing so will cause your blog to become inactive.***

If you make changes to your blog, it's a good idea to hit the **Rebuild** button (left-hand menu) after saving them. This will ensure that the changes are activated.

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If you have questions about your blog, consult the Blog Tutorials site

[\(http://blogs.qc.cuny.edu/blogs/blogtutorials/\)](http://blogs.qc.cuny.edu/blogs/blogtutorials/).

If you don't find your answer, speak to your professor.