# Getting Started with A Cross-School Project Kidblog

*Note – Both partner teachers need to have set up their own class Kidblog prior to these steps.*

**Step 1:** Log into your current class Kidblog and click “Control Panel” link in the upper right portion of the screen.

**Step 2:** On the ‘Dashboard’ tab click “Create a New Class”.

**Step 3:** Name your project blog and click “Add Class”.

*Note – if you have a project partner teacher, only one of the two teachers creates the new project blog and will invite the other class in.

**Step 4:** Click on the “Users” tab, then “Add Users to this Class”. Assuming both classes already have teacher and student accounts on their own separate Kidblogs, click the link on “Or add existing users from other classes”.

**Step 5:** Clicking the green ✨ symbol next to your own current students’ names will add your students from your class blog to this new project collaboration blog.

**Step 6:** On the same page, look up to the link in the gray box and click “You can also invite users from other classes that you don’t administer.” In the next step you will be inviting the other lead teacher.

**Step 7:** Add the username of the lead teacher in the box at the bottom and make sure to change their role to ‘Teacher’.

*IMPORTANT:* Lead teachers NEED to have their email address in their profile before this step is done. Users→and then ‘Edit’ your profile to add in your own email address if needed.
Step 8: **OTHER** lead teacher needs to log into their email and accept the invitation link from Kidblog. This lead teacher then needs to visit the **NEW** project collaboration blog and repeat steps 4-6 to add in students from **THE OTHER** class. At this point both classes and both teachers are added to the new blog and can post! Congratulations!

Notes: