



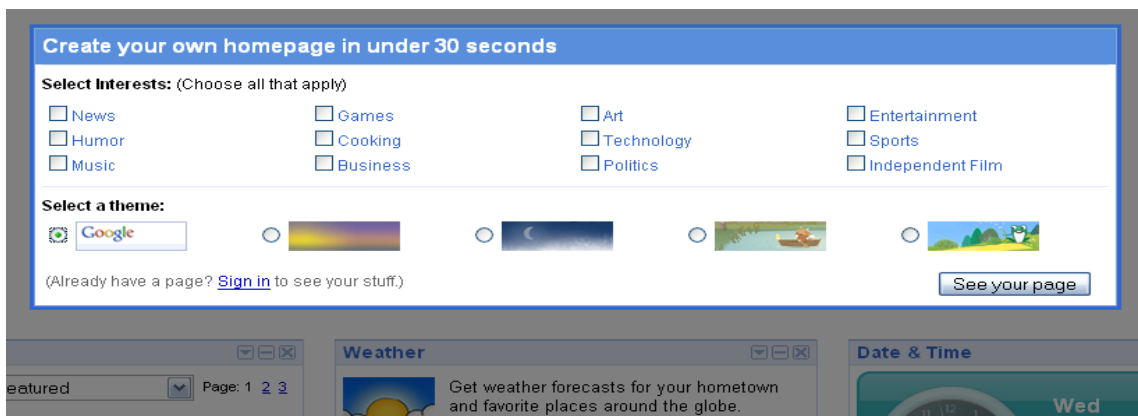
... a personalized homepage, built on RSS
(Real Simple Syndication)

From Google: Google offers the ability to create a personalized iGoogle page that gives you at-a-glance access to key information from Google and across the web. On this self-designed page, you can choose and organize content such as:

- Your latest Gmail messages
- Blog and Wiki updates
- News headlines from a variety of top news sources
- Weather forecasts, stock quotes, movie showtimes
- Bookmarks for quick access to your favorite sites from any computer
- Your own section with content you find from across the web

To begin, you need a Google Account. It's free. Visit <http://www.google.com/accounts/NewAccount> if you don't already have an account.

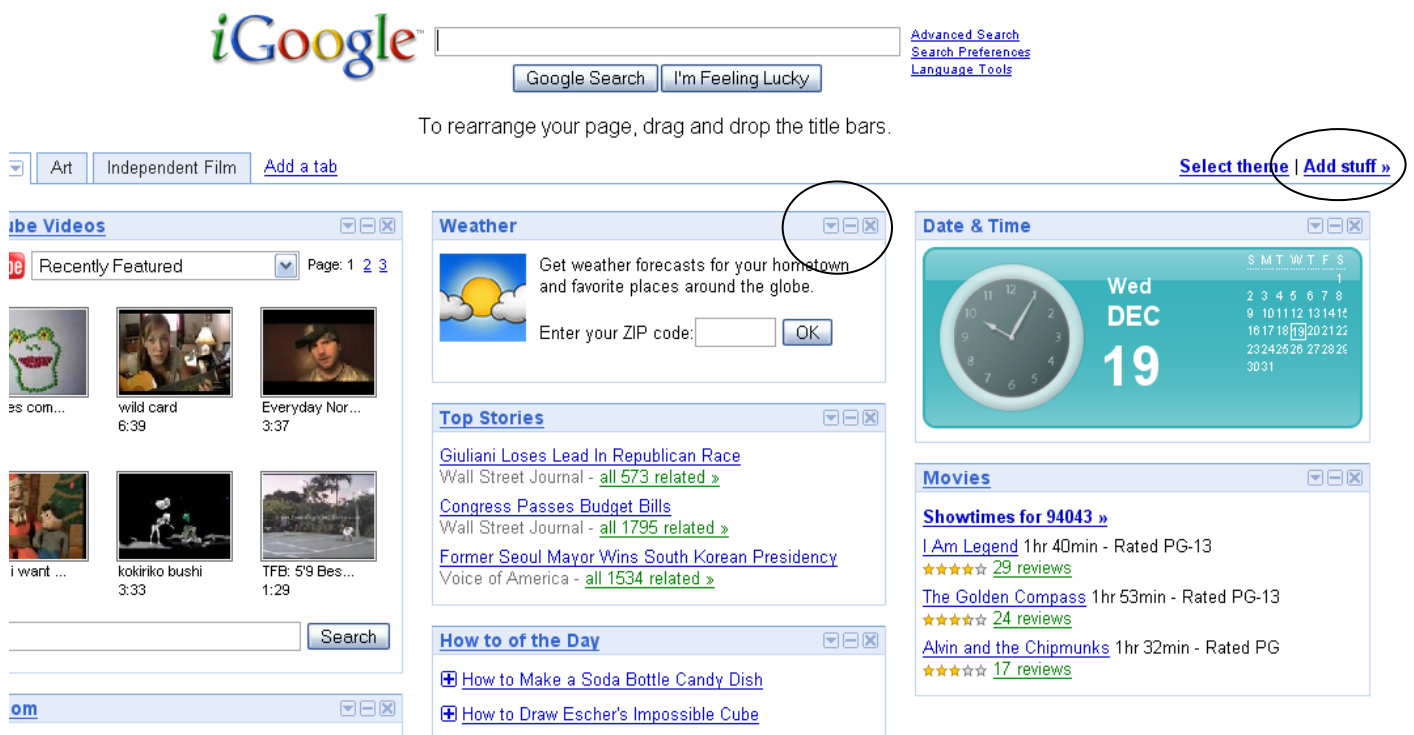
Once you've created an account, visit www.google.com, and click the iGoogle link at the top right. The first time you sign in, you might see a screen with a welcome box like the one below. You can add some generic Google content now if you wish, by selecting options of interest, then clicking "See your page." Be sure your signed in first. You can look at the top right of your google page, and if it says "Sign OUT," then you're signed in!



Next, you'll see a sample page that Google has set up for you. It contains various "gadgets" to get you started. Each gadget is represented by a movable box. The Weather gadget in the screen below can be moved by clicking the blue space next to the word Weather and dragging the box to a new location. The gadget can be removed from your page by clicking the X for that gadget. Each module can also be customized by clicking the drop-down arrow, and choosing Edit Settings.

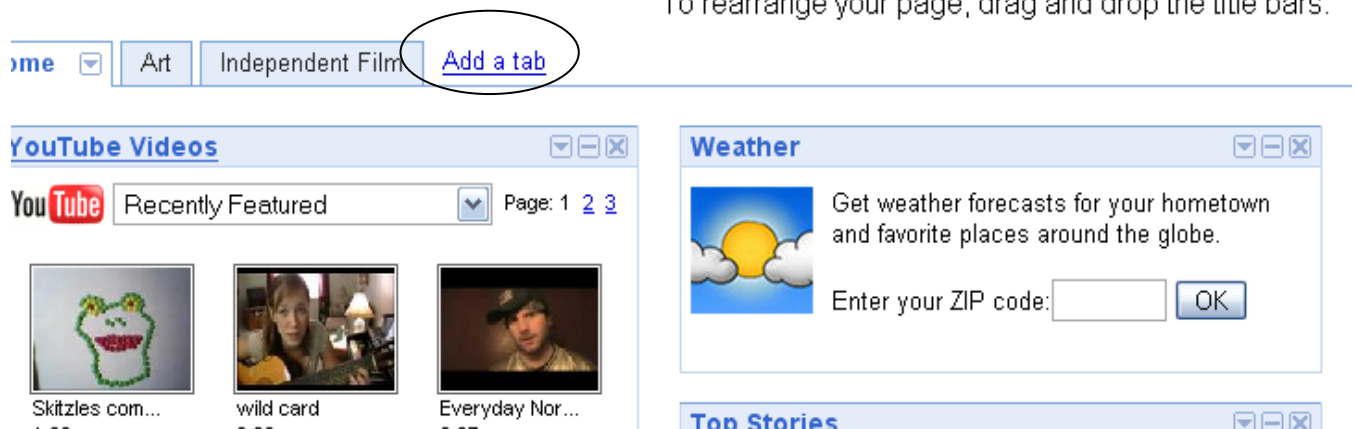
Now it's time to customize the information gadgets that are pulled into this page from outside sources.

1. Click the Add stuff>> link on the right side of the page.
2. You'll be presented with a list of "gadgets" that you can add to your new page. Browse around, and add as many as you like. It's easy to organize and straighten things up a bit later if your page gets overcrowded. For now, add as much as you like just to get the feel for what gadgets are available.
3. To go back and see what your page looks like with your newly added gadgets, click the "Back to iGoogle home" at the top left.



Once you've added lots of gadgets, you'll notice things start to get a little crowded and unruly. iGoogle lets you sort gadgets by topic, separating them into "tabs" across the top of the screen. You can create a new tab by clicking the Add a tab link. You might want a tab called "Leadership" with blogs about administrative leadership issues, or educational leadership news feeds. Perhaps you want one called "politics." Fill each new tab with relevant gadgets in the same way you set up your initial page.

To rearrange your page, drag and drop the title bars.



iGoogle adds content gadgets based on popularity, to make it quick and easy for you to get a page set up. However, some sources of information you want might not be in Google's default directory. This next section explains how to manually add new content from RSS feeds, news sources, etc.

To add outside content, you need the web address for the RSS feed from which your information will come. As you browse web pages, you may notice icons that look like the ones below. If you see a website that offers RSS feeds, identified by an icon like the ones below, then you can "subscribe" to that site and have it automatically feed into your iGoogle page. That way, there's no need to go out to that site to see if there's any new content. Instead, it'll come to you via RSS (Real Simple Syndication).



Once you've found a site that offers RSS feeds, you need to copy the URL for the RSS feed. Let's choose www.cnn.com as an example. Let's say you want to subscribe to *just* the Education section of cnn.com. First, we need to find the RSS section of this website, typically identified by one of the RSS icons in the above set of images. In CNN's case, it's simply a text link in the middle of the page that says "More Headlines Through RSS."

1. Click that RSS link, and you are presented with CNN's list of available RSS feeds.
2. Scroll to find the URL next to the Education section. Typically the URL contains the letters RSS or XML. Pages with these letters indicate that they are meant to be viewed in an RSS reader like iGoogle.
3. Copy this URL – in this case, it's http://rss.cnn.com/rss/cnn_education.rss
4. Return to your Google homepage and click the Add Stuff link
5. At the bottom left of the page, you should see an RSS icon, with a link that says Add Feed or Gadget. Click the link.



6. Paste in the RSS web address you just copied from CNN, then click Add.
7. The gadget has now been added to whichever Tab you were in when you last visited your Google homepage.

Finally, choose "Select Theme" to do some final tweaking.

