

Homework: Building your online presence

Directions: Complete these in the order that they are presented. If you already have a “professional” Gmail or Twitter account, and I have verified it, then complete the remaining portions.

1. Sign up for a [Gmail](#) account
 - a. Must be a *professional* email and use a combination of first name, last name (first initial, last name – jricard@gmail.com; first name, last initial – johnr@gmail.com)
 - b. If your name is taken, add year after it (i.e. jricard11@gmail.com)
 - c. Email me (magister@ricardacademy.info) from your new Gmail account
 - i. Make the subject: *Class_Gmail Signup* (i.e. AP Art History_Gmail Signup)
2. Sign up for a “gravatar” (globally recognized avatar) at www.Gravatar.com using your sparkling new Gmail account.
 - a. You will be able to create an avatar that will be tied to the Gmail account you signed up with over at Gravatar. This will give you a virtual identity that will follow you around (Don’t understand? Watch the demonstration video).
 - b. Stumped about your avatar? Get creative! [Visit my “stixy” to see more website links to create avatars on your own!](#)
3. Sign up at www.Twitter.com
 - a. Like step 1, this must be a “professional” account, one you will use only for school and academics. Must be a combination of first initial/last name or first name/last initial.
 - i. I will be following you – and I don’t want all of your “personal” updates!
 - b. If unavailable, combine with a double digit year like in step 1. Preferably, use the same name as you did in step 1.
 - c. Follow [@magisterricard](https://twitter.com/magisterricard) – this is my account and I will use it to make updates about assignments, etc.
4. Fill out the [Student Contact and Information](#) form online.
 - a. Navigate over to the appropriate course website and fill out the contact information survey (there is a link that will redirect you).

Get everything done before you show up to class on Monday, 8/29! You are going to need access to all of these tools this year. If you don’t complete these on time, you will get a zero but you will still have to get access as you will be using them for class. So do the right thing!

We will be creating our accounts at <http://ricardacademy.info> and you will be placed in our class discussion group. You will need to have all of these steps completed for your signup, too. I will be signing everyone up in class on Monday, 8/29 and giving you an introduction to the site as well as some other tools and features we are going to be using this year.

Welcome back!