#FNIS401W

Open Access & Creative Commons Workshop

**Step One: Create a New UBC Wordpress Sandbox**

1. Go to <http://blogs.ubc.ca>
2. Login and go to “my sites”
3. Click “add new”
4. Create a site name (up to you)
5. For site title use FNIS 401W Creative Commons Workbook
6. Create Site
7. Click on dashboard (drop down menu under “FNIS 401W Workbook”)
8. Go to Settings > Reading > Site Visibility > click “discourage search engines from indexing this site” click “I would like my site to be visible only to Site administrators”
9. From the main dashboard menu go to Users > add new > under email addresses add david.gaertner@ubc.ca > Role “administrator”

**Step Two: Create a series of posts using creative commons and open access content**

1. Open to Creative Commons “Best Practices for Attribution” page: <https://wiki.creativecommons.org/wiki/Best_practices_for_attribution>
2. Using the guidelines in the above document:
3. Make a post using a creative commons image of UBC
4. Make a post sharing a creative commons sound file from Soundcloud
5. Make a post using about northern lights using a photograph from unsplash
6. Make a post sharing an open access article about new media
7. Make a post displaying your own creative commons license: <https://creativecommons.org/choose/> Explain, in a short paragraph in the post, why you chose the license you did.

**When you finish your assignment email me the URL for your sandbox (**[**david.gaertner@ubc.ca)**](mailto:david.gaertner@ubc.ca)) **with the subject line “FNIS 401W Sandbox”**