

York University – Web 2.0 Workshop

Session 2: Digital Libraries, RSS Feeds, and Podcasts

Activity

1. Create an account with Google Reader
2. Go to your favourite websites and find the RSS Feeds
3. Add the RSS Feeds to your Google Reader
4. Sort your RSS Feeds into folders.



*****Tip** Check your reader daily instead of the websites!***

How to Create Google Reader Account

- Go to Google Reader at: <http://www.google.com/reader/view/>
- On the right side of the page select the "Create an Account" button
- Once you have selected this button, it will bring you to a screen that looks like the image below. Put in the information requested in each box.

Required information for Google account

Your current email address:

e.g. myname@example.com. This will be used for your account.

Enter your email address here.
This will be used when you sign in
and for your account confirmation.

Choose a password:

Minimum of 8 characters in length.

You must choose a password.
The most secure passwords are
ones that use numbers and
letters.

Re-enter password:

☐ Remember me on this computer.

Creating a Google Account will enable Web History. Web History is a feature that will provide you with a more personalized experience on Google that includes more relevant search results and recommendations. [Learn More](#)

☒ Enable Web History.

- Complete the whole form and select the "I accept create my account" button
- An email will be sent to the address you provided
- You will then have to confirm your account by going to your email and following the directions listed
- Once this is complete you have access to your Google Reader

Adding RSS Feeds to My Google Reader

- To add an RSS Feed to your reader, go to the Library News Blog at: <http://www.yorku.ca/yul/news/>
- Scroll down the posts until you find an icon that looks this: 
- To add the Library News to your Reader, select this button
- You will be given three different options

YUL News

York University Libraries News

<http://www.yorku.ca/yul/news/?feed=atom>

Google offers two different ways to keep up-to-date with your favorite sites:

Your **Google homepage** brings together Google functionality and content from across the web, on a single page.

Google Reader makes it easy to keep up with the latest content from a large number of sites, all on a single reading list.

Add to Google homepage



or

Add to Google Reader



- You will be given the address to the blog at the top of the page (<http://www.yorku.ca/yul/news/?feed=atom>), a button option to “Add to Google Homepage” or a button option to “Add to Google Reader”
- To add the feed to your Reader you have two options
 - Select the “Add to Google Reader” **OR**
 - Highlight the blog address and copy it
- If you select the button the RSS Feed will be added to your reader
- If you selected the address, there is one more step to follow. Read the instructions in the image below.



To add an RSS Feed using a link, copy the link and then go to your Google Reader. Once in the reader, you must enter the address information.

The "address" information you took from the RSS Feed page can be put in this "Add Subscription" box. Then select the "Add" button. This will add the RSS feed to your aggregator.

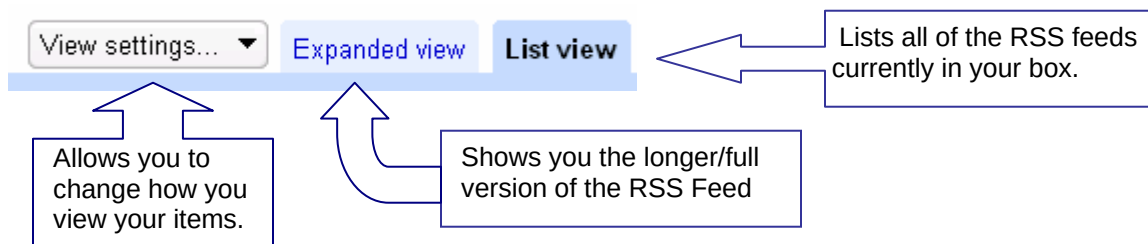
*****Tip** Sometimes you will not be given a RSS Feed button. But there will be a link for an RSS Feed on your website. Once you have selected the link, copy the web address. This is most likely your RSS Feed address!***

How to Manage Your Account

You don't have to have several accounts in order to manage your RSS Feeds. You can have your work feeds and your entertainment feeds all in one place. Here is a little information about some of the options in Google Reader to manage your feeds.

Main Tabs

- On the top right side of your reader there will be these three tabs listed.
- Select which ever view suites you



Manage Subscription

Creating a Folder



- You will be provided with a list of all your RSS feeds
- Next to your feeds name, on the right, there will be a drop down menu with the name "Change Folders"
- This drop down menu will provide you with the "New Folder" option



- Select this option and name your folder
- The RSS feed will now be inside this folder
- To move other RSS feeds into that folder, simply select the drop down menu next to the feed and select the folder name

Star Items

- “Starring” items allows you to group like feeds together. For example, if you have several feeds on sports and a group of those feeds were on hockey, you could group all the hockey posts together by using the “Star” button next to the post.
- To “Star” a post, simply go to your “All Items” box
- This will provide you with a list of all the posts in your box
- There will be a star image next to each item on the left
- Simply click the star and it will become yellow
- Once you have completed selecting all the “Starred” items, select the “Starred Items” link on the left
- This will provide you with a list of all your starred feeds

To Delete a Feed

- Go to “Manage Subscriptions”
- Click the trash can icon next your RSS feeds title
- This will unsubscribe you to the feed

To Delete Items in your All Items box

- Go to your All Items box
- If you have read all the items and want to delete them, select the “Mark All as Read”
- You will be asked if you want to do this, select “Yes”
- This will then clear your box