GETTING STARTED WITH GOOGLE READER

Google Reader is a free, web-based feed reader. To get started with Google Reader, follow these steps.

1. Open a browser and go to the Google Reader site at http://www.google.com/reader/.

Already have a Google account (because of gmail, GoogleDocs, or other Google services)? Log in.

Don’t yet have an account? Click the Create an account button to sign up for an account. You can use any email address for your email (username).
2. From your Google Reader main page, you can manage your feeds from the left sidebar. Begin adding feeds by clicking the Add subscription link on the left side.

3. Paste in the text box the URL of the site you want to add. (Note that you can use the URL of the site, or the URL of the feed.) Then click the Add button.

4. Once you have added the feed, the posts or entries from that feed will display in the main portion of the page. Entries in bold indicate that they are new and have not yet been read.
5. Click on any entry title to read a snippet.

6. Click on the headline or the double arrow to access the full entry from the site itself.

7. Alternately, you can choose to view all headlines with snippets of text by default. To do so, change from List View to Expanded View in the upper right corner.
8. Feeds can be organized into folders. When adding new feeds, simply choose the Add to a folder drop-down. Choose from already created folders, or choose to create a new folder. In the pop-up box that results, name your new folder.

Feeds will now display in a folder organizational system on the left sidebar. Click and drag feeds and folders to rearrange them.

9. Advanced Options

Choose the Feed Settings button in the upper right corner when viewing an individual feed to set its preferences.

Choose the Manage Subscriptions link at the bottom of the left sidebar to access advanced preferences for your Google Reader account.