

# Inform users once they have been added to a blog

These instructions assume that you have added people to your blog ([small](#) or [large](#) numbers).

## Email your users

Once you have added people to your blog, you need to inform them what to expect.

Let them know that:

1. They should expect an email with a username and password for Blog.nus. Users with existing Blog.nus accounts can log in with their existing accounts.
2. If they do not receive this email, they should check their spam folders of the NUS (and their personal email, if they forward their NUS email there.)
3. If they cannot find this email in the spam folders (or they have deleted this email before reading it), they should reset the password using the [Lost Your Password?](#) link on the login page. Note that they have to use the username or email address you assigned. (This is likely to be their NUSNET ID or NUSNET email address.)