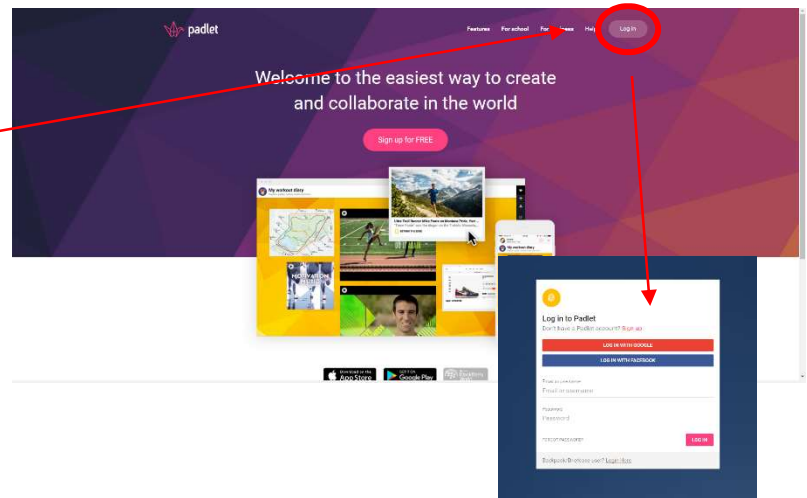
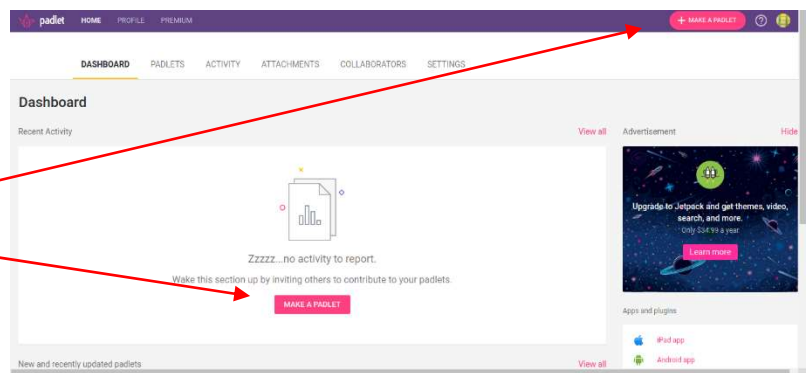


# How to create a Padlet

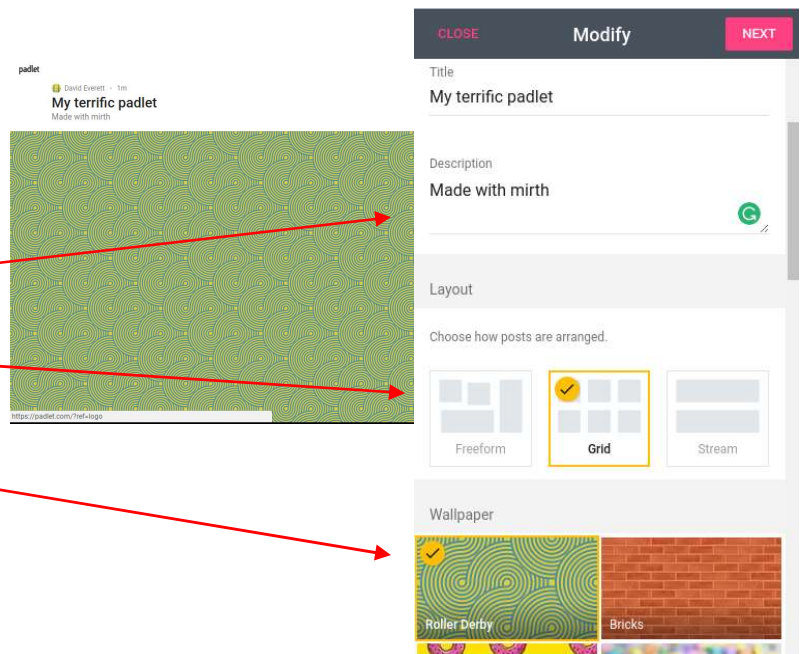
1. Open an internet browser and go to padlet.com. Create a new account or log in to an existing account.



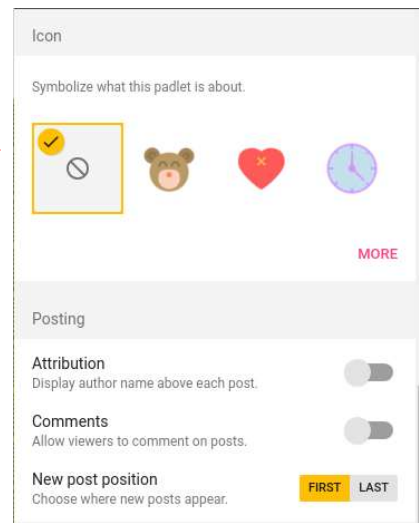
2. From the dashboard, click the "make a padlet" button.



3. Edit the Padlet.
  - a. Add a title and description.
  - b. Change the layout.
  - c. Change the wallpaper.



4. Choose a symbol to represent your padlet.



5. Edit the posting settings for the padlet.

6. Edit the URL for your padlet.



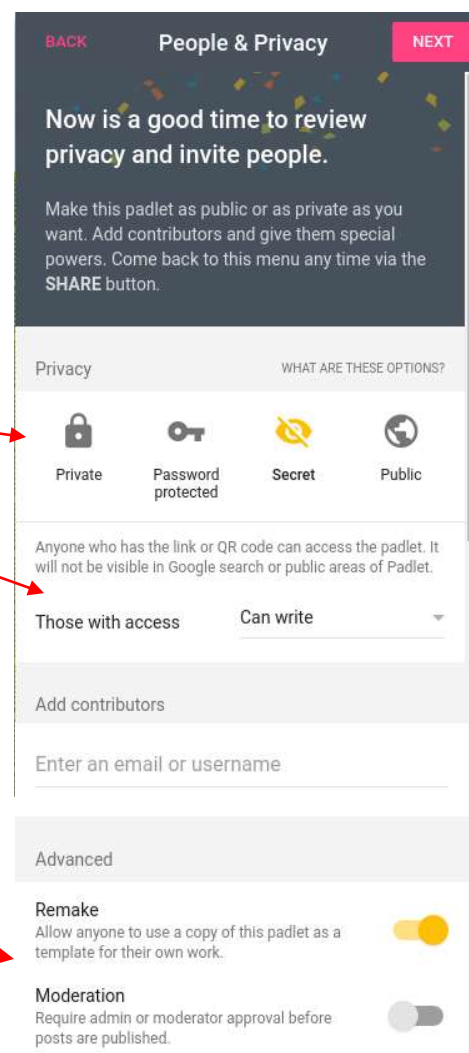
7. Set the privacy settings for your padlet.

a. Choose who can see the padlet.

b. What they can do with the padlet.

c. Invite specific people to contribute to the padlet.

d. Allow other to use your padlet, and manage content added to the padlet.



8. Manage the settings from this task bar in the top right hand corner of the screen of the padlet.

a. Add a padlet to your favorites folder.

b. Make a copy of a padlet to reuse or edit.

c. Share a padlet.

d. Change the look of a padlet.

e. Change other settings of a padlet.

