How to Use the Digital Graduate Profile Poster

Step 1 - Open this link and click "Make a copy" to receive your own copy of the Graduate Profile Digital Poster.

(Note: At this point you will have a copy of the poster in the main folder of your Google Drive. Feel free to place it into a folder of your choosing at this time)

Step 2 - On the copy you just made, click the red cell that reads "Teacher:"

Step 3 - In the white box above, you can add your name. Follow this same process with the "Class:" cell to identify which class this Poster will be used for.

Step 4 - Under each Graduate Profile Skill, there is field that reads "Assignment Name" and one that reads "Link". For the Assignment Name, simply type into the empty cell the name of the assignment you are placing in that particular graduate profile skill.

Step 5 - For the "Link" field, open up your Google Classroom and navigate to the assignment you just typed in the previous box. You should see a screen that looks something similar to this once you've opened the assignment.

Step 6 - Copy the web address of that assignment, then return to the Graduate Profile and paste it in the "Link" box. In the end, your Digital Poster should look something like the bottom image to the right.

Note: The link feature is just an ease-of-use feature for your students; should you not have your assignment on Classroom you can forgo steps 5&6.
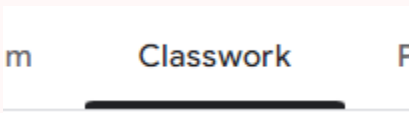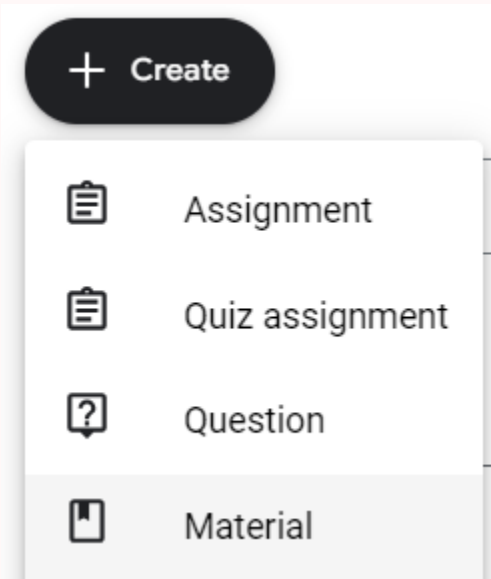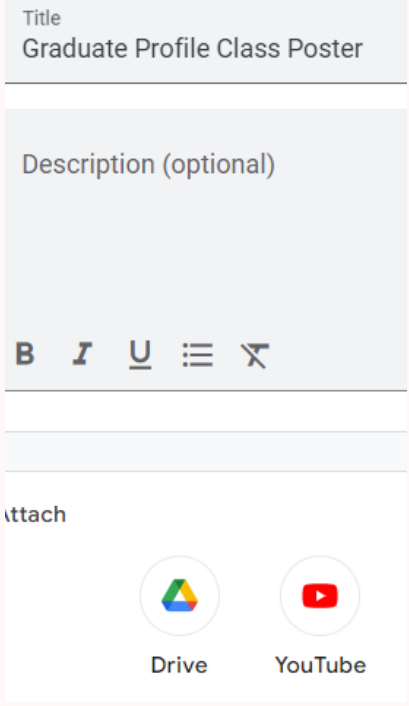
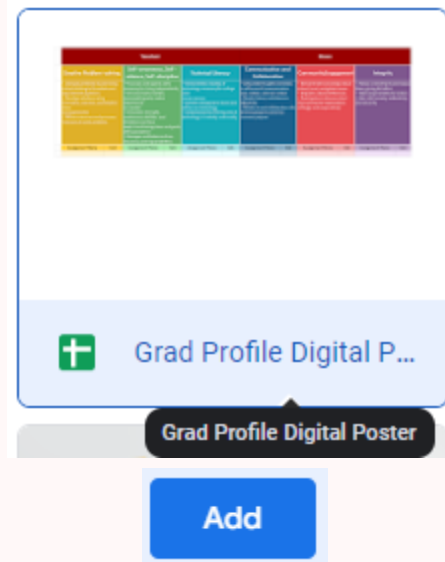**That's it! You have now successfully added an assignment to the Graduate Profile Digital Poster**

How to Host the Digital Graduate Profile Poster on Your Google Classroom.

Step 1 - Open Google Classroom and navigate to the "Classwork" tab.	m **Classwork** F
Step 2 - Click "Create" , then select "Material"	+ Create · Assignment · Quiz assignment · Question · Material
Step 3 - Name the material as you see fit, then click on "Drive" at the bottom of the window.	Title · Graduate Profile Class Poster · Description (optional) · B I U ≡ X · Attach · Drive · YouTube

Step 4 - Select "Grad Profile Digital Poster" from the pop up window and click "Add" at the bottom right of the window to add it to the material.	Grad Profile Digital P... Grad Profile Digital Poster **Add**
Step 5 - If desired, change the Topic field to organize where it will be placed in your Classroom, then click "Post" at the top right.	*Saved* **Post** ▾ For Segal/Lumia... ▾ All students ▾ Topic Class/School Info ▾
That's it! Your students can now see the poster.	