



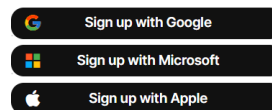
How to get started with Padlet

The first thing you have to do is to **sign up**. Go to [Padlet.com](https://padlet.com). The platform will ask you to write your email and create a password.

(If you already have an account just do the log in)

Sign up

You belong here



Or, sign up with email

By signing up, you agree to our [Terms of Service](#) and [Privacy Policy](#). You also admit that you are beautiful.

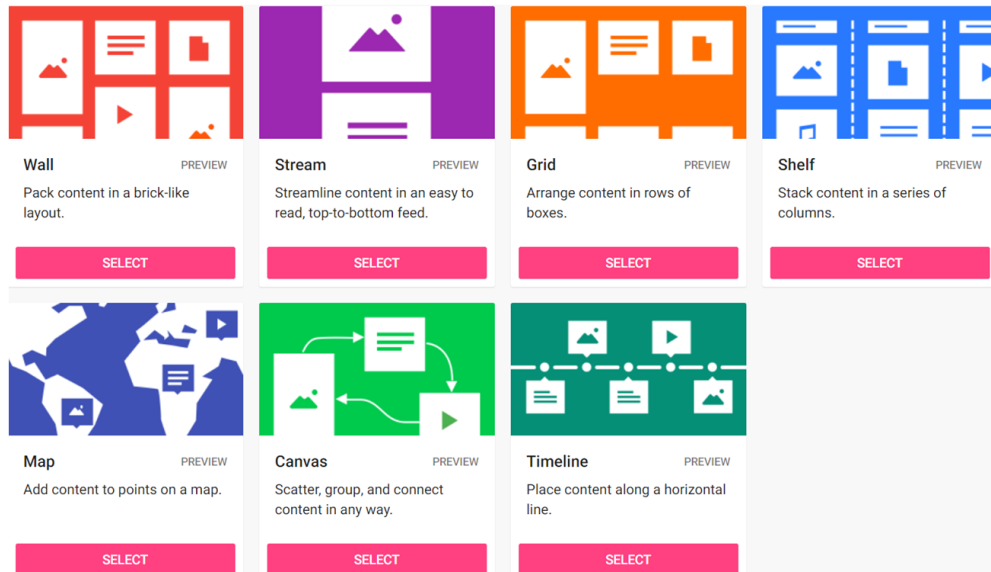
Once you're done, you will be on the home page.

HOW TO CREATE A PADLET

To create a new Padlet, on the right side of the page click on this **button**

Make a padlet

Now they will ask you which kind of layout you want for your padlet. You can choose among 7 different formats according to your ideas.



Select one of them.

On the right side you will see the toolbar in which you can start customizing your padlet.

Enter a **title**, add a **brief description**, select an **icon**, change the **address** of your padlet writing something very specific; a simple name may be already taken and therefore not accepted by the platform.

CLOSE
Modify
NEXT

Welcome to your beautiful new padlet.

Add your personal touch by changing how it looks. Come back to this menu any time via the button.

Title
My terrific padlet

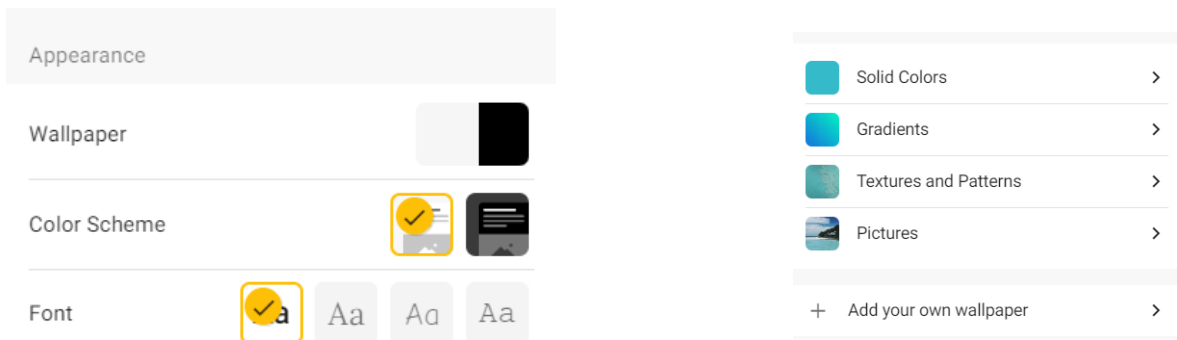
Description
Made with a dash of wit

Icon
None >

Address
Unique link to your padlet. padlet.com/mgranata2/
COPY TO CLIPBOARD orzva2d6n8mozv6o

APPEARANCE

In this section you can modify the appearance of your padlet.



The 'Appearance' settings panel includes options for Wallpaper (light and dark themes), Color Scheme (a selection of color palettes with one highlighted), and Font (a selection of font styles with one highlighted). To the right, a list of wallpaper categories is shown: Solid Colors, Gradients, Textures and Patterns, Pictures, and an option to 'Add your own wallpaper'.

You can change the **wallpaper** (the background of your “wall” choosing among different possibilities.

Also, you have the possibility to customize the **colors** or the **style** of the wall according to the format you chose and the **font**.

MANAGE POSTING ACTIVITY

In this last section you can manage the posting activity.

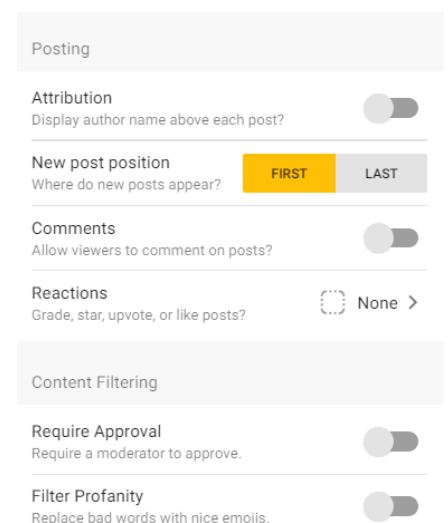
You can decide if you want the attribution to be shown for each post, you can decide where you want the new posts (First or second position)

You can allow others’ comments on each post or reactions (stars, like...)

Another interesting possibility is to manage the content that is posted to avoid an inappropriate use.

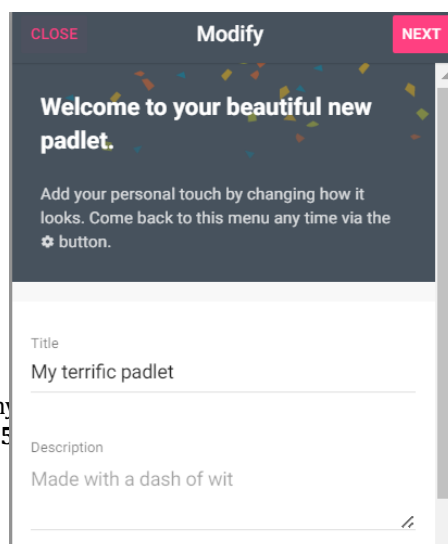
If you flag “require approval” you will have to approve each post.

If you flag “filter profanity”, bad words will be replaced with emoji.

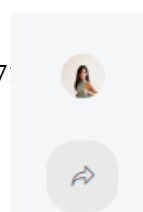


The 'Posting' settings panel includes: Attribution (toggle for 'Display author name above each post?'), New post position (radio buttons for 'FIRST' and 'LAST'), Comments (toggle for 'Allow viewers to comment on posts?'), and Reactions (radio buttons for 'None' and other options). The 'Content Filtering' section includes: Require Approval (toggle for 'Require a moderator to approve.') and Filter Profanity (toggle for 'Replace bad words with nice emojis.').

Once you are done with the settings you can click on “Next” and you are ready to share your padlet.



The 'Modify' screen shows a 'Welcome to your beautiful new padlet.' message. Below, there are input fields for 'Title' (with the text 'My terrific padlet') and 'Description' (with the text 'Made with a dash of wit'). At the bottom right, there is a 'NEXT' button.



BACK
Change privacy
SAVED

Private


Keep the padlet hidden from the public. Even if someone manages to get to it, they should not be able to access it.
☐

Password


Keep the padlet hidden from the public. If I choose to share it with someone, they should require a password to access it.
☐

Secret


Let the whole world see this padlet. Put it on my profile.
☐

Logged in visitors only

☐

Visitor permissions

Can write

HOW TO SHARE YOUR PADLET AND ADJUST PRIVACY SETTINGS

On the right side you will see a toolbar with different buttons.

The first one represents your profile.

The second one is for **sharing**.

CLOSE
Share

Invite Members

ADD MEMBERS

Privacy



Secret.

Keep the padlet hidden from the public. If I choose to share it with someone, they should be able to access it.

Visitors can write.

CHANGE PRIVACY

If you click on it, first of all you will have the chance to decide the level of privacy of your Padlet.

Click on **“Change privacy”** and choose among the different options.

You can also decide visitors permissions [if they can write, edit, or just read... (useful for blogs)]

If you go back, in the next section you can decide how to share your Padlet, it will be a **link** or **QR code** with the settings you decided.

After the Padlet is full of different posts, you can decide

Share


Copy link to clipboard


Get QR code


Embed in your blog or your website


Email


Share on Facebook


Share on Twitter

to **share** it with your students as an image or as a pdf that will be saved in your computer.

From the user's point of view.

By clicking on the + button in the bottom right of the page (or below all the different columns or on the timeline - according to the layout you choose), you will be able to post 1 media per post.

