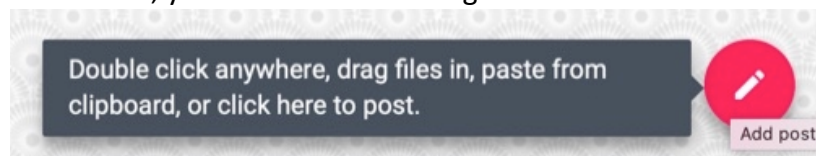


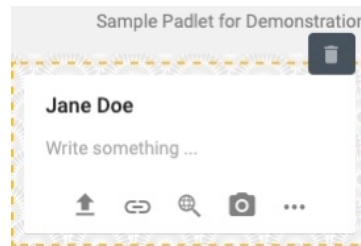
Using a **PADLET** in a Watercolor Class at WAS-H

Padlet is a collaborative tool, similar to a bulletin board. Students can post photos of their paintings to the instructor's board, receive feedback and/or critique in the next class session. The instructor can see what additional lessons the class requires based on the work submitted.

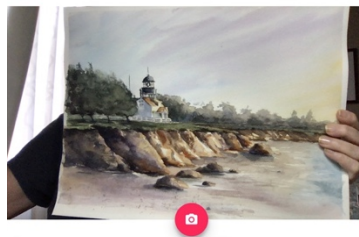
1. At a computer, click on the link provided in the class email. It will take you to the class Padlet.
2. Login. Having a Padlet account is **not** needed to post on one, but one must create a name and password. We recommend using first initial and last name. (ex BGraham)
3. There are several ways to upload a photo of a painting to the padlet: Snap, Upload, Copy/Paste, Drag.
4. To start, click on the bright pink circle, located in the lower right-hand corner of the padlet window. If you hover your mouse over it, you will see this message:



5. Double click in the empty space and in the upper-left corner a box appears. Enter your name as the post **Title**.



6. To load the photo, choose one of these:
 - a. Click on the camera icon to **Snap** a photo using your built-in computer camera. Hold your painting up to your computer camera until it fills the window. After clicking Snap, it counts 3, 2, 1 and then snaps a photo. Click Save or try again.



- b. Click on the up-arrow icon to **Upload** a photo. Here you **pick a file** from your computer.
- c. **Copy** a photo on your computer and then paste it in the space.
- d. **Drag** a photo file from your desktop to the padlet space.

7. Hover mouse over post, click pencil to Edit, trash can to Delete.

