

# Setting up your Padlet folio

Login to [Padlet](#) {some schools may have an organisation account}

Click on “make a padlet”

Select format as wall or grid to begin [change this later if needed by 3 dots top right= change format]

Title = Art Folio {Name} eg. Art Folio MS O’Grady

Description = {class code} eg. 10ARP 85A

Icon = your choice

## Appearance

Wallpaper = keep it simple block colour/gradient grey black or white

Colour scheme and font = your choice

## Posting settings

Attribution = off

New post position = last

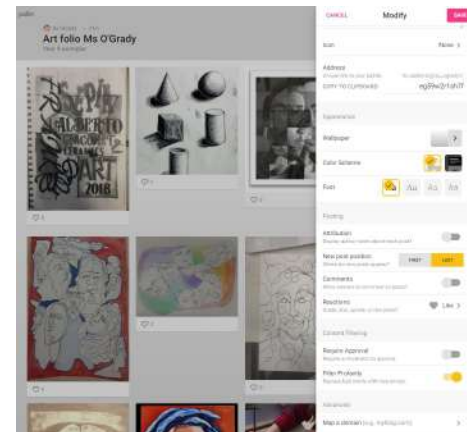
Comments = off

Reactions = none/like or star

## Content filtering

Filter profanity = on

Hit Next and you are done! Click on the 3 dots top right of padlet and click on share then copy to clipboard. Add the link to your class shared document in google drive so that I can access your folio.



## Photo management

Create a folder in your google drive called ART FOLIO save all your artwork images to this drive.

Ensure you have taken good quality images of your work [good lighting, not blurry, cropped out unnecessary background] if you need to edit them do this on your phone as soon as you take them. Upload them to your google drive folder directly from your phone or computer if using an SLR camera.

## **Adding photos to your padlet [do not use titles or labels]**

### **On a PC**

To add images to your padlet, drag and drop from your computer is the easiest way. You need to download your photos from your google drive to your computer though if you do not have your google drive syncing with your computer.



### **On a mobile device**

Open up the padlet app and add photos from your camera roll by the big + symbol. You can also snap photos directly into the padlet [but you can't edit them so ensure cropping and lighting is spot-on!]

\*\*\*\* email the share link to your teacher or copy it into the shared google sheet.