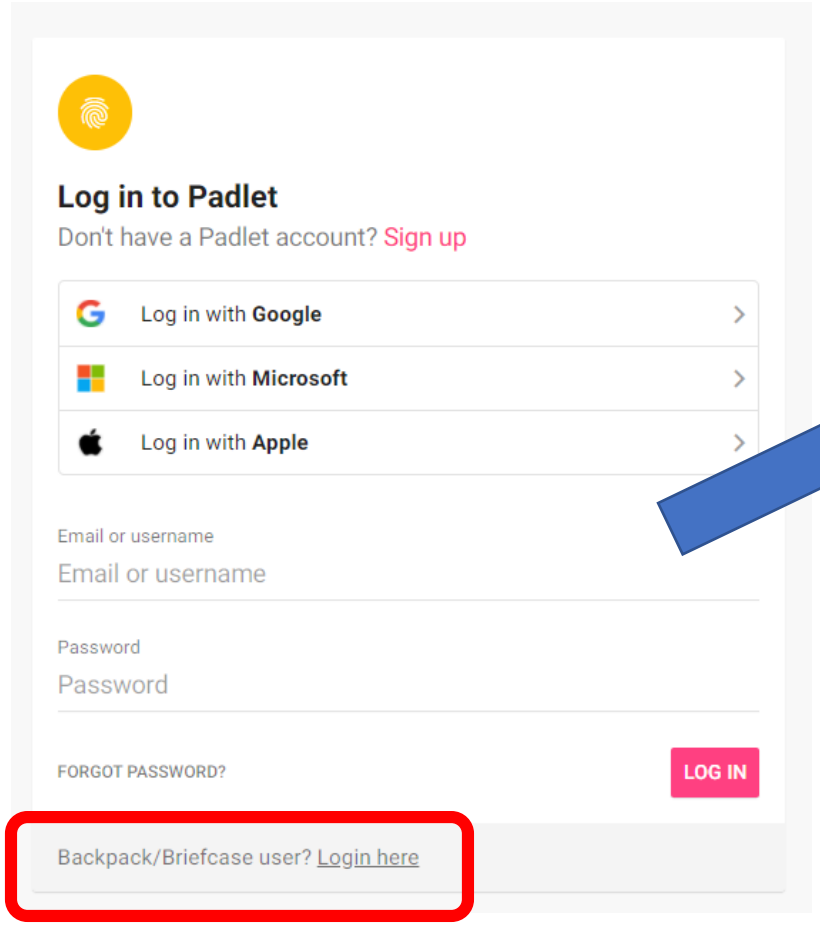
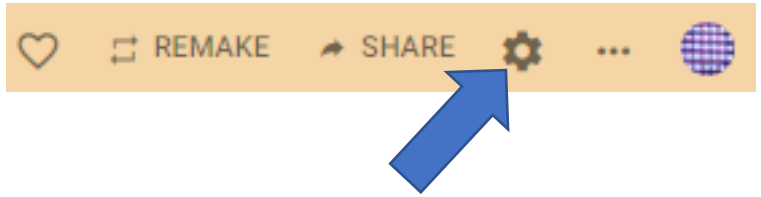
Logging In.

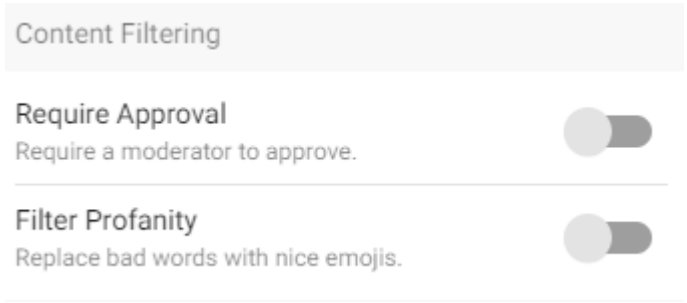


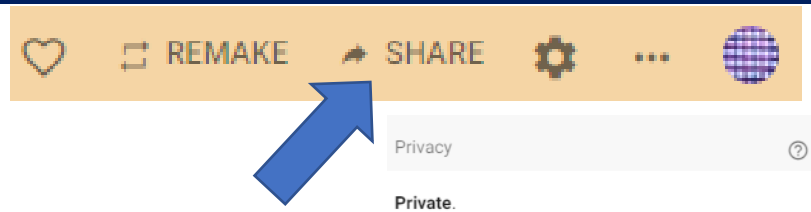
Then enter department log in details (HoD has this)

Privacy & Approval Settings



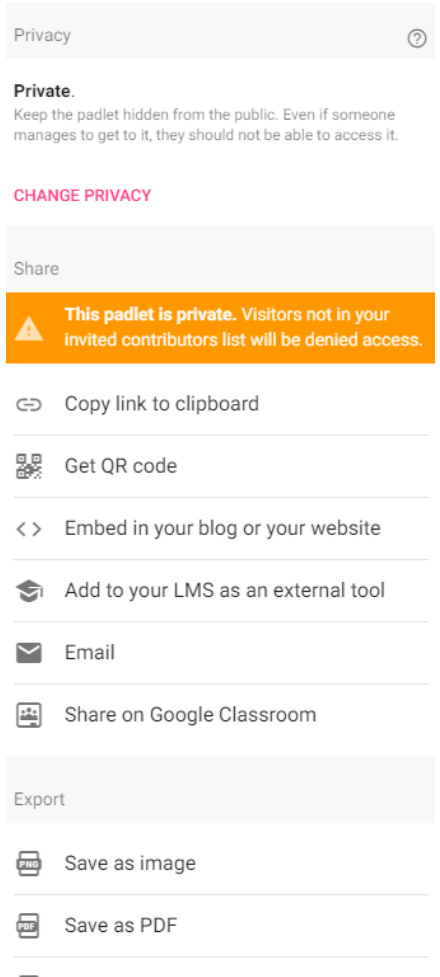
Clicking this allows you to 'approve' posts before the go public on the page

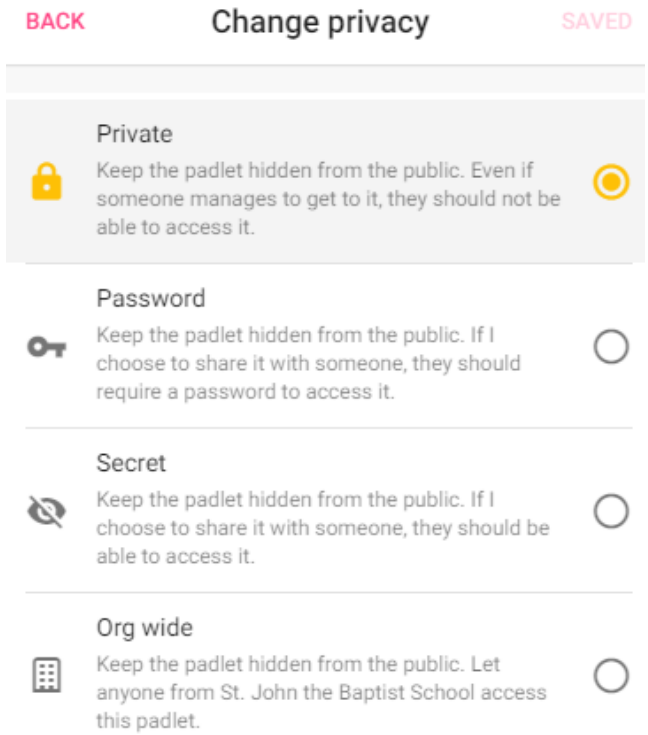




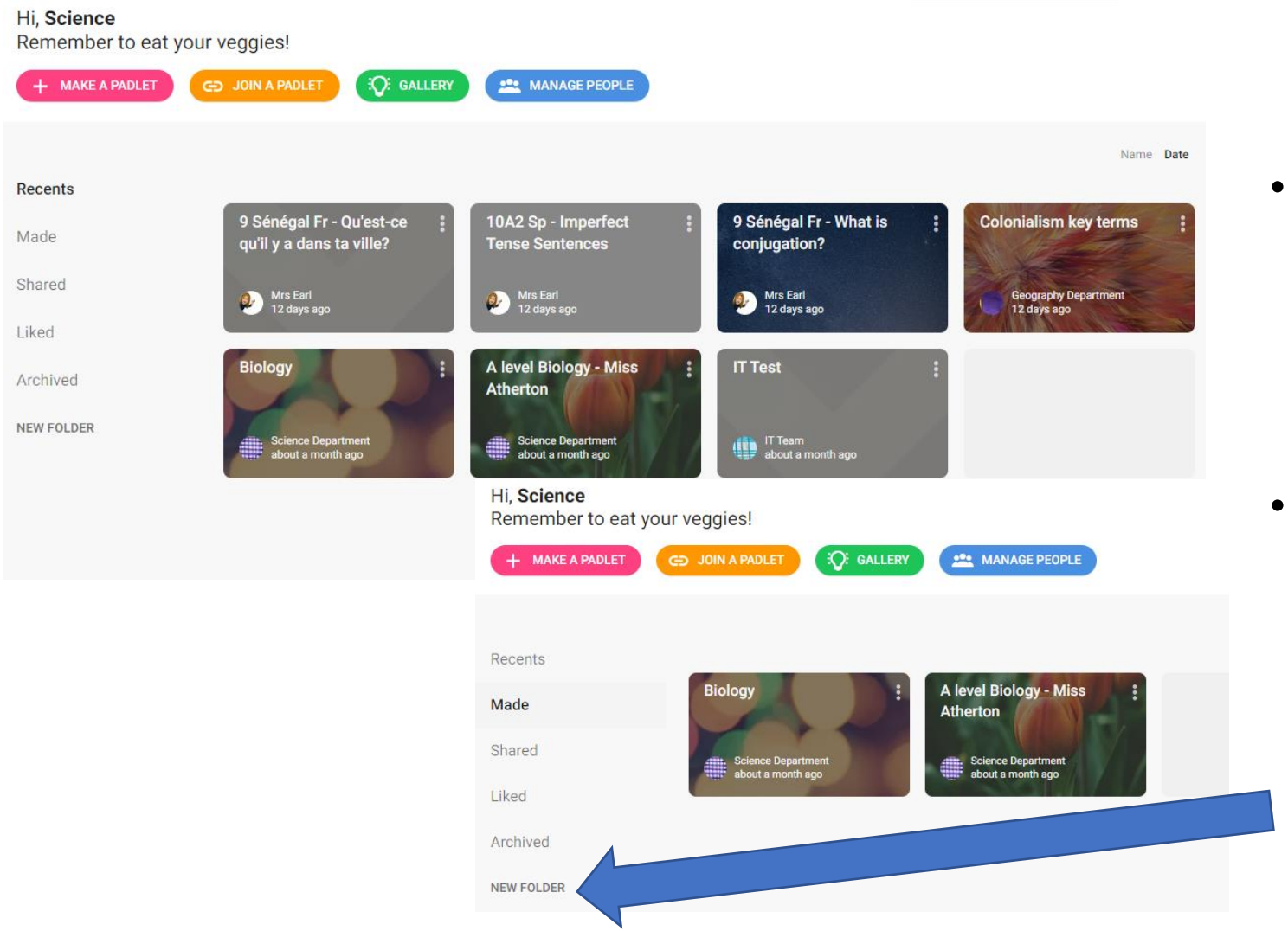
Clicking this gives you different ways of sharing the page and the options to save it in different formats

It is also where you change the privacy – I prefer using secret





Creating Folders



- You might see this when you first login (all the padlets created in sjb)...Once you click 'made' it will show only your department ones

- It is worth creating folders (by key stage or teacher) to stay organised