Enrolling in a Padlet Backpack Teacher Account at LLCC

- 1. If you will be transferring existing Padlets from <u>Padlet.com</u>, log into <u>your existing Padlet account</u> first using the Chrome or Firefox browser. **You may skip this step if you don't have an existing Padlet account.**
- 2. Open a **new tab** in your web browser and navigate to <u>LLCC's Padlet Backpack account</u> at this link (<u>llcc.padlet.org</u>).
- 3. Click the the *Log in with Microsoft* link and enter your LLCC credentials.
- STOP! By default, your account is a student account and you will have to email <u>barry.lamb@llcc.edu</u> to have it changed to a teacher account.
- 5. To verify that your account is a *teacher* account, click on the *account* icon in the upper right corner and choose *Profile*. You should see the word *teacher* under your name (see below).



padlet

Lamb, Barry P barry_lamb1

Teacher EDIT PROFILE

- You may now log into your *LLCC Padlet Backpack* account at this <u>link</u> (<u>llcc.padlet.org</u>) using the *Log in with Microsoft* option to take advantage of the features of the *LLCC Padlet Backpack Teacher* Account.
- 7. While more information about the Padlet Backpack Teacher account will be coming soon, below are a few highlights:
 - Unlimited Padlets
 - Create folders to organize Padlet walls
 - Bigger file uploads (files up to 250 mb)
 - Integration with Blackboard
 - Easier collaboration with other LLCC users
 - Data and analytics on your Padlets

If you have any questions regarding this process, please contact Barry Lamb at

barry.lamb@llcc.edu or 786-2334





Log in to Lincoln Land Community College



Importing Existing Padlets into your LLCC Padlet Teacher Backpack Account

Once your account has been verified as a *teacher* account, please take the following steps to import existing Padlets from your <u>Padlet.com</u> account.

- 1. If you have an existing Padlet account (from <u>Padlet.com</u>), open a new tab or window and log into <u>this</u> <u>account</u> using the Chrome or Firefox web browser
- 2. Go back to the web browser window where you are logged into your Padlet Backpack account at https://llcc.padlet.org
- 3. To import existing Padlets, click on the *account* icon in the upper right corner and choose *Import*. You should see the following screen appear:

CHOOSE PADLETS TO IMPORT

After importing your padlets, you will have the option to invite registered users who have posted on those padlets.

	Unselect selected padlets	Import 2 padlet(s)
My smart map Made with a lightning strike barry_lamb	e of genius	
Active Learning Classroom Open House M barry_lamb	1174	

- 4. Check the boxes of the Padlets to import or choose *Select All Padlets* and click the *Import* button
- 5. Next, either choose collaborators to import or choose *Skip* to skip this step
- 6. Skip the step entitled Add collaborators to Lincoln Land Community College Backpack
- 7. Click *Go to Account Home* to see the imported Padlets under the *Made* link.

If you have any questions regarding this process, please contact Barry Lamb at

barry.lamb@llcc.edu or 786-2334