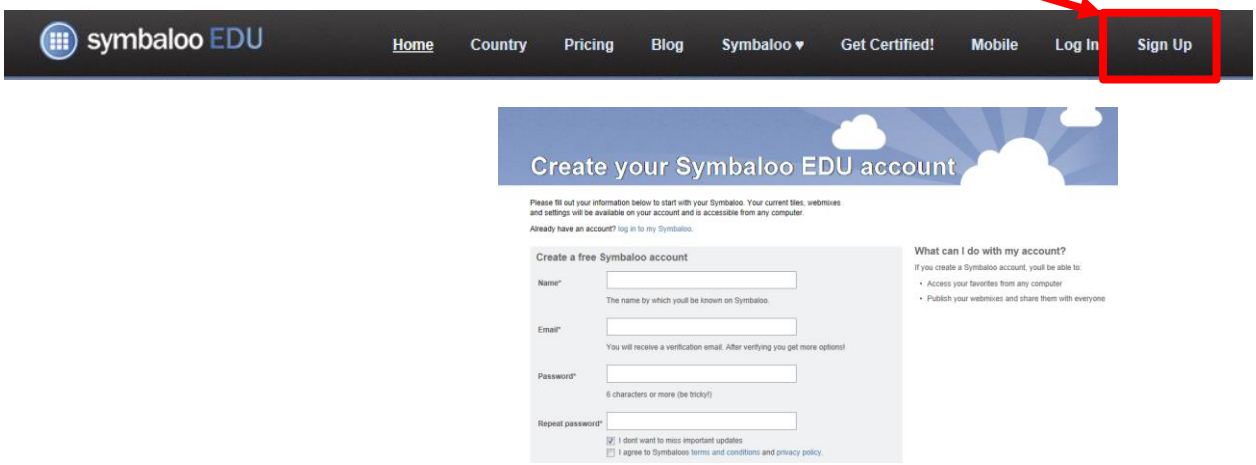
Organizing UR Online Life: SymbalooEDU

Getting Started with SymbalooEDU:

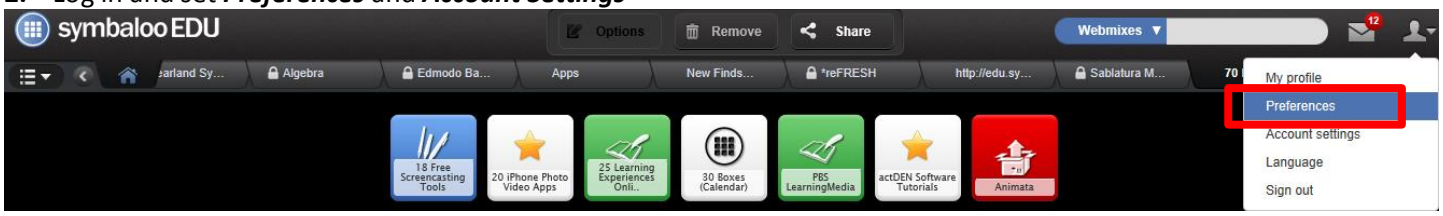
***If you already have a Symbaloo account, and want to convert to the SymbalooEDU, you will need to email edu@symbaloo.com**

- Organize and share the best of the web with your students.
- Organize teaching resources all in one place
- Promote innovation while maintaining simplicity in teaching

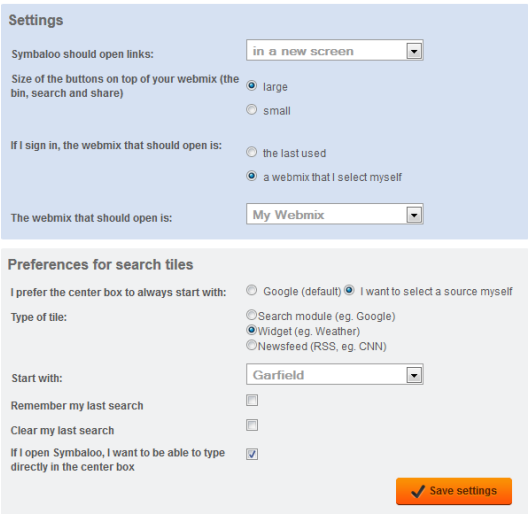
1. Visit http://www.symbalooedu.com and select ***Sign Up.*** Once an account is created, you will receive an email with a link to verify the account.



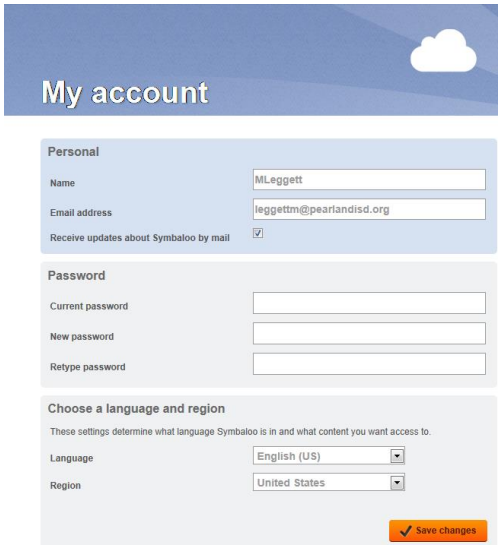
2. Log in and set ***Preferences*** and ***Account Settings***



Preferences

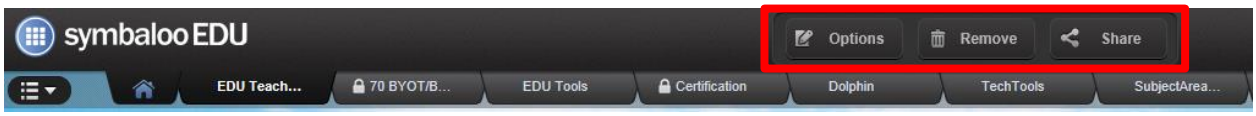


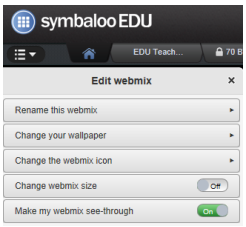
Account Settings



3. Editing (Note: Each tab is called a webmix)

Buttons across the top allow you to Edit, Remove *(Permanently)*, or Share a webmix.





Select **Options**

- Change name
- Change Wallpaper
- Move tiles around
- Change number of rows and columns using blue arrows on the far left, far right and bottom.

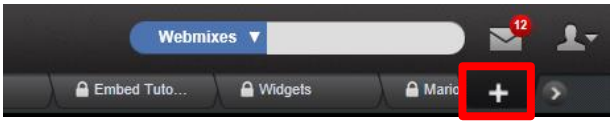
Select **Remove**

- Only if you wish to permanently delete the webmix
- A warning message will be displayed

Select **Share**

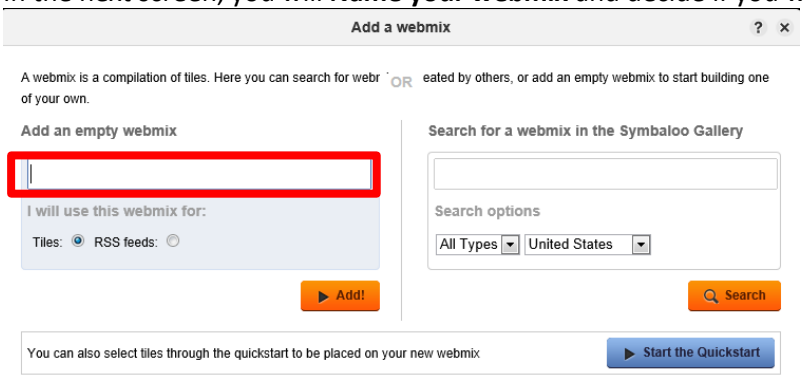
- See accompanying handout on share options

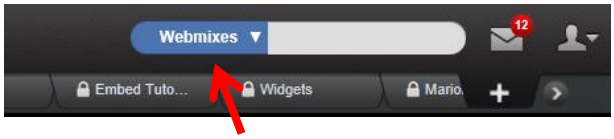
4. Creating Your Webmix (Creating a new tab)



Click on the **+** at the end of the tab row to **Add a new webmix** of your own, or search for an existing webmix.

In the next screen, you will **Name your webmix** and decide if you will use it for Tiles (links) or RSS (feeds); and click **Add.**





You can also use the **search box** on the main page to search for created webmixes you would like to add to your Symbaloo.

5. To Add Tiles

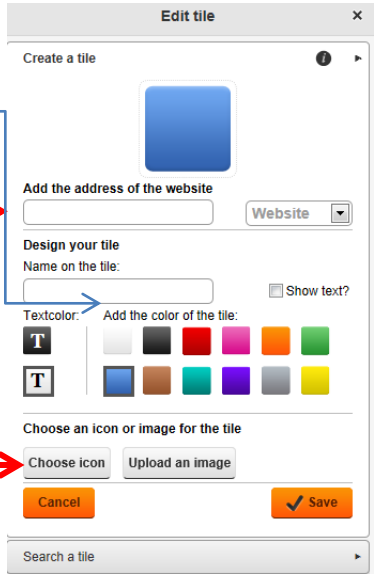
On a new webmix, you will see empty tiles.

Tiles can be: websites, documents on the web, embedded video, RSS feed, or widgets

- **Click in an empty tile**
- An Edit tile box appears.
- You can **Search a tile** by the its title to see if it has an existing icon/logo *(but check it, as some are for foreign countries).*

6. To Create a New Tile

- Copy the URL of the website and paste it
- It will pull the website information, or you can give it a Name
- *Optional: Show text, select the text color, tile color, and an Image*
- **Click Save**



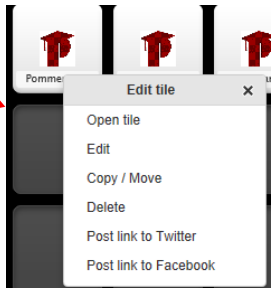
There is an add-in bookmarking tool for Symbaloo EDU for Google Chrome, Mozilla Firefox, and Safari browsers only.

7. Add a Tile Image

- Choose an icon (from the provided options)
- Upload a personal image (see Creating a Custom Tile handout)

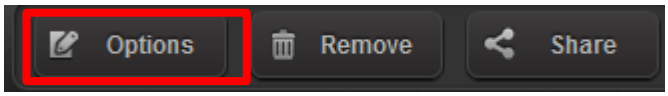
8. To Edit a Tile

- Right click on tile
- You can select to **Edit** the title (color, link, images, etc.)
- You can select to **Copy/ Move** the tile to another webmix in your SymbalooEDU
- **Delete** the Tile
- Other options: **Post to Social Media**

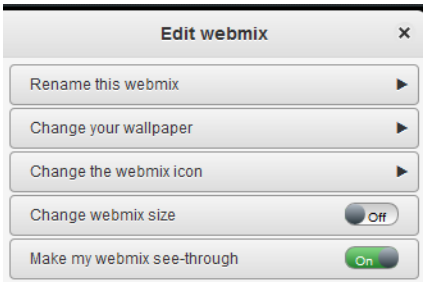


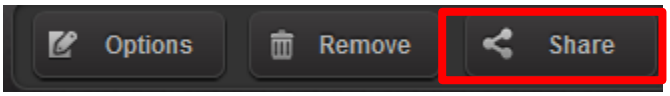
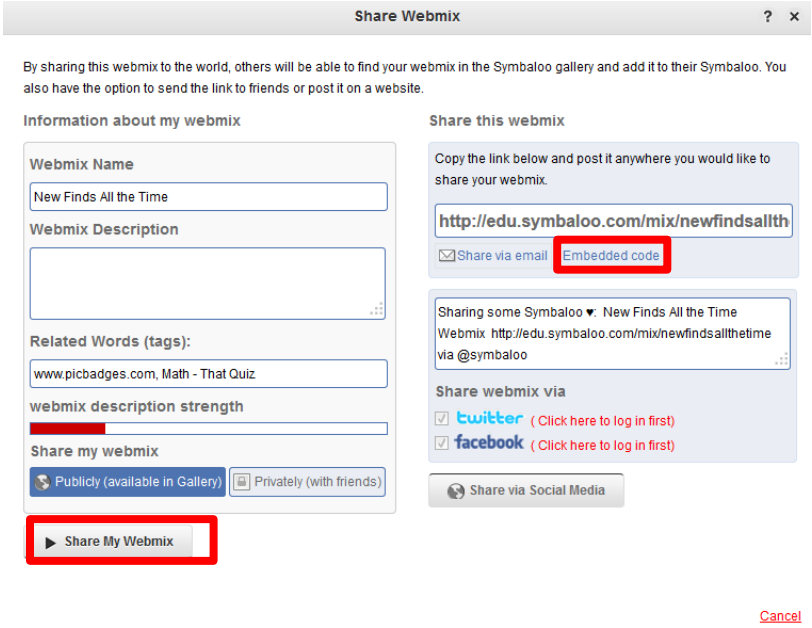
9. Options for Webmix Display

*At the top of your webmixes, you can Share, Remove, and select Options



- Click on the **Options** button at the top
- From here, you can do the following:
  - Rename the webmix
  - Change the wallpaper (including uploading your own image)
  - Change your icons (for easier identification)
  - Change the webmix size
    - Select it to On
    - Take and drag the arrows out or in on the top and bottom to add tiles = more room to add tiles





- Click **Share** to
  - Enter more information about your webmix
  - Make it Public or Private
  - **Share My Webmix**
    - Send out the link
    - Click **Embedded code** to add to your website