

## Make a Padlet website

Here's an example of a Padlet website made by a preston u3a member <https://padlet.com/cmpluck/flower-group-2swn9cyxmmgtntsg>

## What's the advantage of Padlet over a Google Site?

It's very easy to add files such as Word docs or Excel spreadsheets using Padlet

Links to useful websites that you save look very engaging. See this padlet for examples:

<https://padlet.com/fettler12/a-test-for-newsletters-rwoths15r8nc4ru0>

You can easily control who may see your Padlet site, whereas Google Sites are simply open to all the public

Padlet sites are especially easy to edit on portable devices such as tablets or phones

You can encourage your group members to 'like' and/or comment on your Padlet pages (but you don't have to enable this)

## As a group leader, do I have to choose one or t'other?

No, feel free to have both.

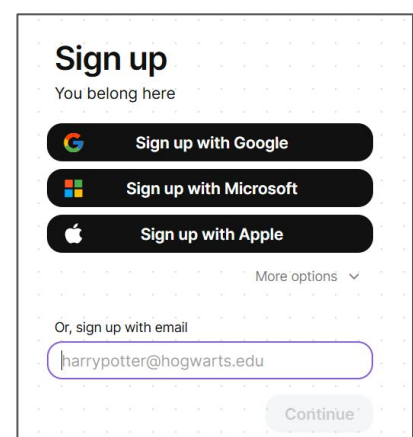
## Get started with Padlet

Go to <https://padlet.com/>

Click on sign up (free option)

Make a note of your password

Check the confirmation details in your email

A screenshot of the Padlet sign-up page. The page has a light blue background with a grid of dots. At the top, it says "Sign up" in bold, followed by "You belong here". Below this are three large, dark blue buttons with white text: "Sign up with Google" (with the Google logo), "Sign up with Microsoft" (with the Microsoft logo), and "Sign up with Apple" (with the Apple logo). To the right of these buttons is a link that says "More options" with a downward arrow. Below these buttons, it says "Or, sign up with email". There is a text input field containing the email address "harrypotter@hogwarts.edu". At the bottom right of the form is a light blue button that says "Continue".

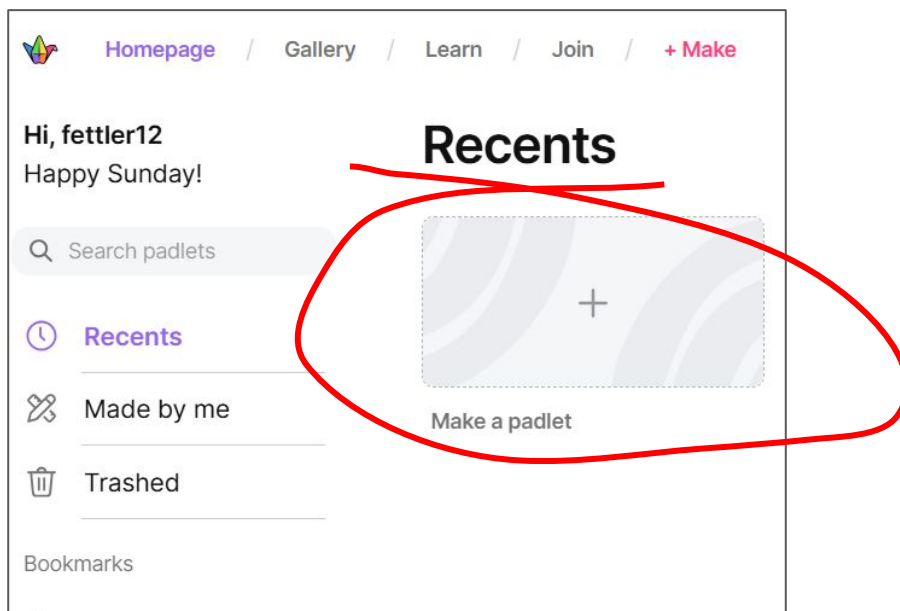
## Three Padlets are allocated to you in the free version

Think of these as three blank notebooks.

You only need to use one for your Preston u3a group

### Start creating

Click on 'make a padlet' and give your creation a title



All parts of the Padlet can be changed at any time, including the title, so don't agonise over choices.

To make a post, click the large plus sign bottom right

The daisywheel icon on the right lets you pick colours and layouts

When you have made a page, publish it.

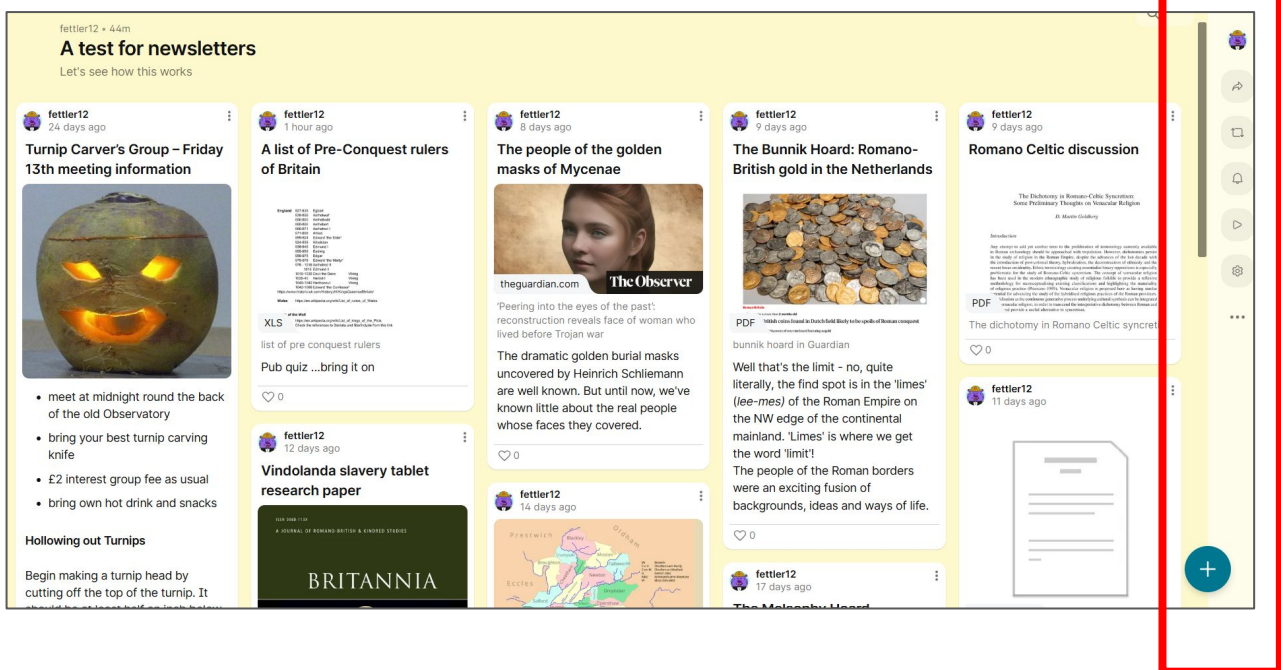
## Public or group only?

It's your choice. However, while you find your feet, it might be worth keeping your Padlet 'secret'

In the 'share' settings, make sure 'secret' is chosen.

This means only people who know the link in advance can find it. You can't use a search engine to find it.

## Explore the control panel



If you want your Padlet to be included on your group summary on Preston u3a website, use the share button to email a link to [u3aslp@gmail.com](mailto:u3aslp@gmail.com)

However you may want to keep it 'members only', so you and your members can view and exchange information that is not for public viewing

