User instructions for the Glogster platform

Step 1: Click on the following link to open the application platform.

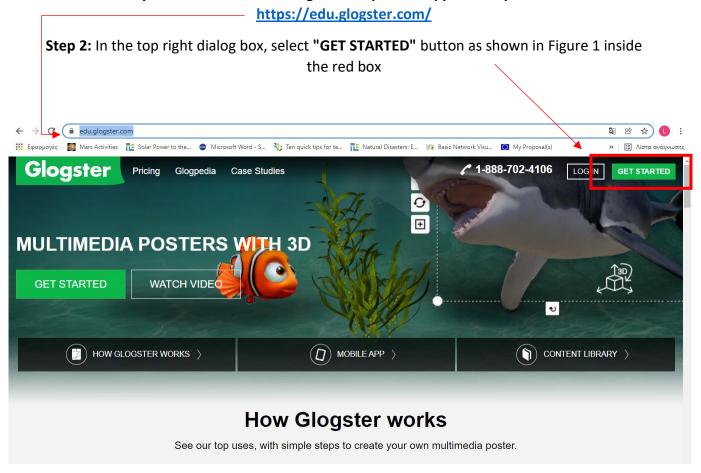


Figure 1: Glogster app main window

Step 3: In the dialog box that appears, we select the "**Student**" image in order to create the corresponding account and log in to the Glogster application (see Figure 2)



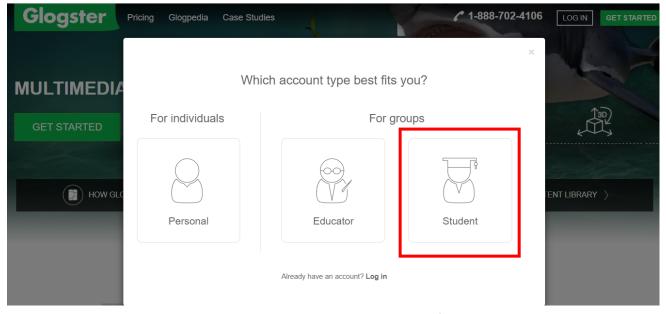


Figure 2: Account types on the Glogster platform

Step 4: In the dialog box that appears (Get Student Account), fill in the following information (Figure 3):

- **A) School or educator code:** A unique 6digits code that is created when a teacher/school creates a new account on Glogster.
- **B)** Username: your group name (e.g. "Biomimicry_EA")

ATTENTION! If you get a message that the name already exists, change it until it accepts it (e.g. instead of "Biomimicry_EA" try "Biom_EA")

C) Password: Choose a password with which all members of the group will log in and write it down on a piece of paper (the password must not be lost!)

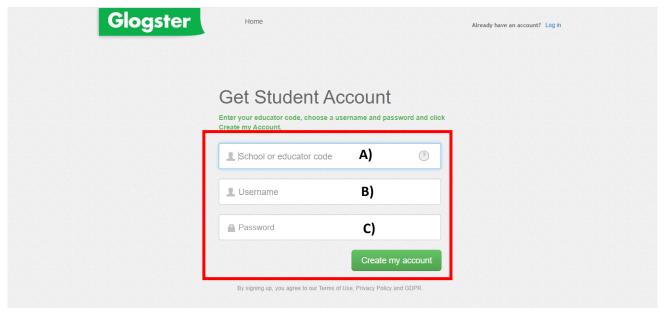


Figure 3: Credentials for creating a new student account

D) Select "Create my account" and share your Username and Password with your teacher (write down your credentials on a piece of paper or save it in a .txt file).

Step 5: In the dialog box that appears select "CREATE YOUR FIRST GLOG" (Figure 4 red box):

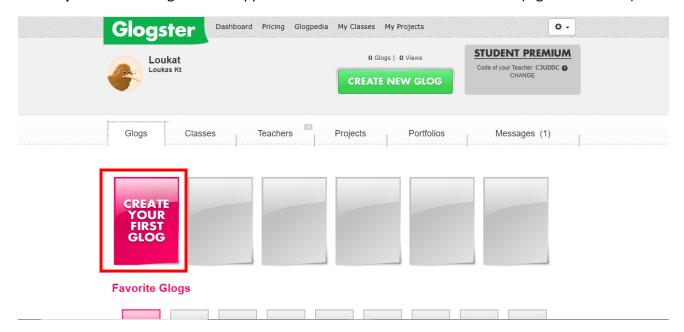


Figure 4: Creating a new poster

Step 6: Next we choose the size and layout of our poster (Landscape or Portrait), alternatively we can choose from the pre-defined templates (see below in Figure 5).

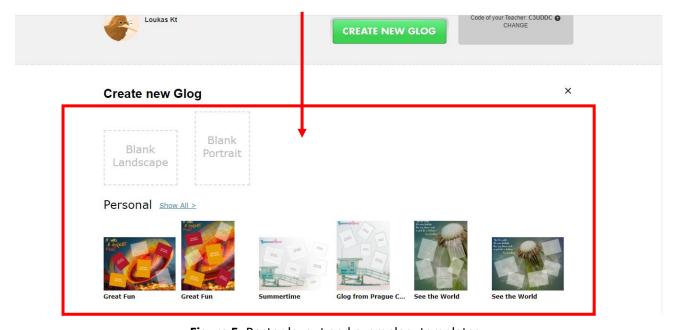


Figure 5: Poster layout and exemplary templates

Step 7: We are now ready (!!!!) to start customizing our poster with images, text and many options provided by the platform!

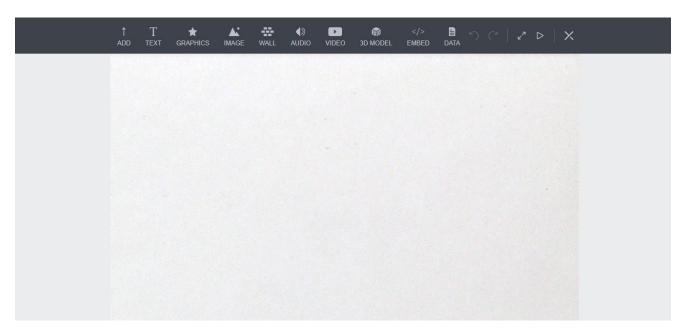


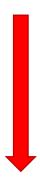
Figure 6: Example of a blank template

Step 8 (Teacher's note): While students create new accounts and glogs (posters) you can monitor their progress!

Everytime a student creates a new account, you receive an inbox message for the subscription (see the green box on Figure 7).

You may also interact with your students using multiple features. You can see their posters (glogs), send them a message, rate their posters or even you can ghange each user's name or password in case they forget or lose their credentials (see the red box in Figure 7).

Important note: While you are monitoring students' progress, you might see on each student account that the number of glogs they have created is zero (0 glogs). This doesn't mean that the students have not started to create their glogs but they might have new unfinished glogs that are not finalized.



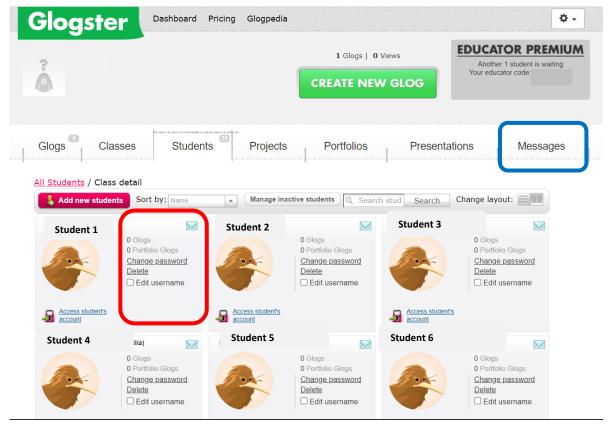
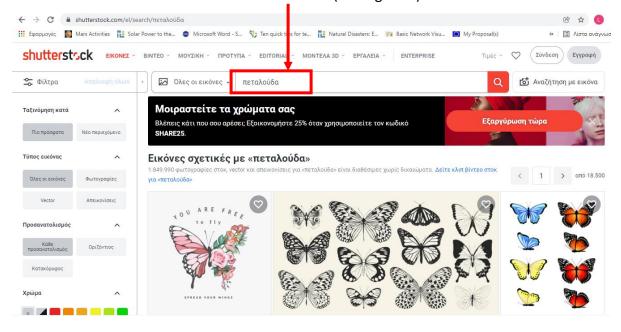


Figure 7: Teacher's view while students create new accounts

IMPORTANT NOTE!

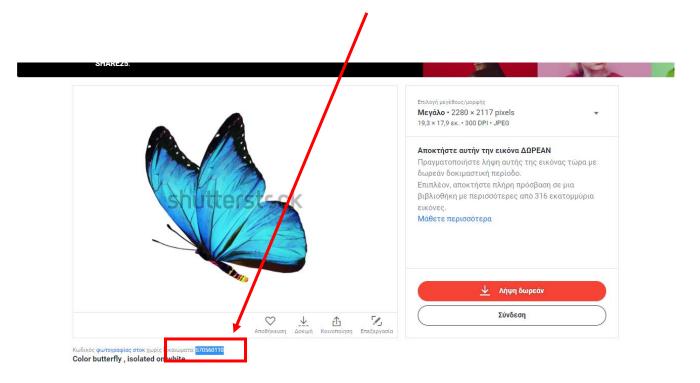
For any image we want to download and add to our poster, we can visit Shutterstock website (https://www.shutterstock.com/) or any other Image repository (Shutterstock is not for free, alternatively you can use https://www.pexels.com/elgr/).

Using the right keywords (e.g. butterfly, solar panels, wind turbine), we can find the photo we are interested in (see Figure 7).



After finding the photo we are interested in, we write down on a piece of paper (or a text file on the computer) the code of the photo in the bottom left corner (see Figure 8).

Repeat the process for all the photos you will need to add to your poster!



WITH THESE SIMPLE STEPS, YOU CAN START DESIGNING YOUR DIGITAL BIOMIMICRY POSTERS!!