

## Steps to set up Padlet Backpack

- 1) [Receive an email invitation. Click on link to access the web site.](#)
- 2) [Login - Enter email and password](#)
- 3) [Import existing padlets or skip](#)
- 4) [Add collaborators or skip](#)
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### Receive email invitation

You will receive an email invitation to join Padlet Backpack. The email will contain the email address associated with your Padlet account, and an initial password. It will also contain the URL for the Rochester Padlet Backpack site.

**From:** Padlet Folks <[folks@padlet.com](mailto:folks@padlet.com)>  
**Date:** Tuesday, July 28, 2020 at 11:54 AM  
**To:** [REDACTED]  
**Subject:** [EXT] Melisa Tanger-Brown invites you to join University of Rochester on Padlet



[REDACTED]  
**Welcome to Padlet Backpack.**

**This is the start of something beautiful.**

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Email

Password

Login URL

<https://rochester.padlet.org>

There will be a button to Go to your Account. Click that button

Melisa Tanger-Brown has invited you to join **University of Rochester** on Padlet Backpack.

Now you can create your own shareable pages and contribute to others in your school.

### **What's a padlet?**

Padlet is like paper for your screen. Start with an empty page and then put whatever you like on it. Upload a video, record an interview, snap a selfie, write your own text posts or upload some documents, and watch your padlet come to life.

The best part about Padlet is collaboration. Invite your classmates and teachers via email or by just sending the link to your work. You can even share with a QR code. Once others add to it, the padlet will show everyone's updates right away.




Go to your account

Love, laughter,

Carla

## Login – Enter email and password

At the Login page, provide your email and the initial password provided, and then click Log in.



### Log in to University of Rochester

Email or username

Password

[FORGOT PASSWORD?](#)

Vanilla Padlet user? [Login here](#)

## Import Padlets

You will then be asked if you want to import any existing padlets into the Backpack. [Note: This assumes that you have an existing padlet account.]

Options:

- 1) Choose Skip>> to do nothing.


Account setup → Step 1 of 2

### Import existing padlets and collaborators

We can copy all your padlets you have already created at vanilla Padlet and the people you have shared them with into your University of Rochester Backpack account.




[Skip >>](#)

**YOU ARE IMPORTING PADLETS FROM PADLET.COM FOR**

 [Not you? Log in again](#)

**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 3 padlet\(s\)](#)

	EDE472 Breakout Room Notes eric_fredericks	<input checked="" type="checkbox"/>
	EDE486 - Examples of Effective Web Tools Breakout Room activity - Use the "+>" to add your ideas eric_fredericks	<input checked="" type="checkbox"/>
	Understanding by Design (make sure your examples are aligned) eric_fredericks	<input checked="" type="checkbox"/>

[Unselect selected padlets](#) [Import 3 padlet\(s\)](#)

- 2) Choose the padlets that you want to copy over into the Rochester padlet account and then choose **Import padlets** buttons


Account setup → Step 1 of 2

### Import existing padlets and collaborators




We can copy all your padlets you have already created at vanilla Padlet and the people you have shared them with into your University of Rochester Backpack account

[Skip >](#)

**YOU ARE IMPORTING PADLETS FROM PADLET.COM FOR**

 [Not you? Log in again](#)

**CHOOSE PADLETS TO IMPORT**  
After importing your padlets, you will have the option to invite registered users who have posted on those padlets.


<a href="#">Unselect selected padlets</a>		<a href="#">Import 3 padlet(s)</a>
	EDE472 Breakout Room Notes eric_fredericks	<input checked="" type="checkbox"/>
	EDE486 - Examples of Effective Web Tools Breakout Room activity - Use the "+*" to add your ideas eric_fredericks	<input checked="" type="checkbox"/>
	Understanding by Design (make sure your examples are aligned) eric_fredericks	<input checked="" type="checkbox"/>
<a href="#">Unselect selected padlets</a>		<a href="#">Import 3 padlet(s)</a>

3) Select all the padlets and then choose the Import button.


**Import existing padlets and collaborators** Skip >










We can copy all your padlets you have already created at vanilla Padlet and the people you have shared them with into your University of Rochester Backpack account.

**YOU ARE IMPORTING PADLETS FROM PADLET.COM FOR**

 **Serwetryk, Tara** Not you? Log in again

**CHOOSE PADLETS TO IMPORT**  
After importing your padlets, you will have the option to invite registered users who have posted on those padlets.

[Click here to select all padlets or check each one individually.](#)  Select all padlets

-  APNN Med/Surg Alignment Curriculum scaffolding of concepts  
tara\_serwetryk
-  My funky padlet! Made with the strength to succeed  
tara\_serwetryk
-  My radiant padlet! Made with charisma  
tara\_serwetryk
-  Flipping the Classroom Let's share our ideas, barriers, and successes!  
tara\_serwetryk
-  MindMap Made with a curious mind  
tara\_serwetryk
-  My artistic padlet! Made with a lightning strike of genius  
tara\_serwetryk
-  3-2-1 Feedback Please consider providing us with some feedback regarding today's presentation. This Padlet is anonymous.  
tara\_serwetryk
-  Let's Share Ideas Create your own Padlet and share it in here for others to see.  
tara\_serwetryk
-  Where would you go? Select a location where you would like to go after travel restrictions are lifted?

Account setup --> Step 1 of 2

**Import existing padlets and collaborators** Skip >

We can copy all your padlets you have already created at vanilla Padlet and the people you have shared them with into your University of Rochester Backpack account.

**YOU SUCCESSFULLY IMPORTED ALL YOUR PADLETS.**

[Select collaborators to import](#)

## Add Collaborators

You can add others to the Backpack system in the next step.

It is not necessary to add your students to the Backpack system. They will be added through the integration with Blackboard.

Add collaborators to University of Rochester Backpack Skip >

Padlet, like happiness, is better when shared.

**ENTER NEW USER'S INFORMATION**  
We will send a welcome email to the user with login instructions.

Name	Email	Role	
<input type="text"/>	<input type="text"/>	Student	<input type="button" value="Add"/>

Account setup -> Step 1 of 2

Import existing padlets and collaborators Skip >

We can copy all your padlets you have already created at vanilla Padlet and the people you have shared them with into your University of Rochester Backpack account

**YOU ARE IMPORTING COLLABORATORS FROM PADLET.COM FOR**

Not you? Log in again

**CHOOSE COLLABORATORS TO ADD TO YOUR ORGANIZATION**  
Now that you have imported your padlets, would you like to add collaborators from padlet.com to your shiny new organization? Would ya? Would ya?

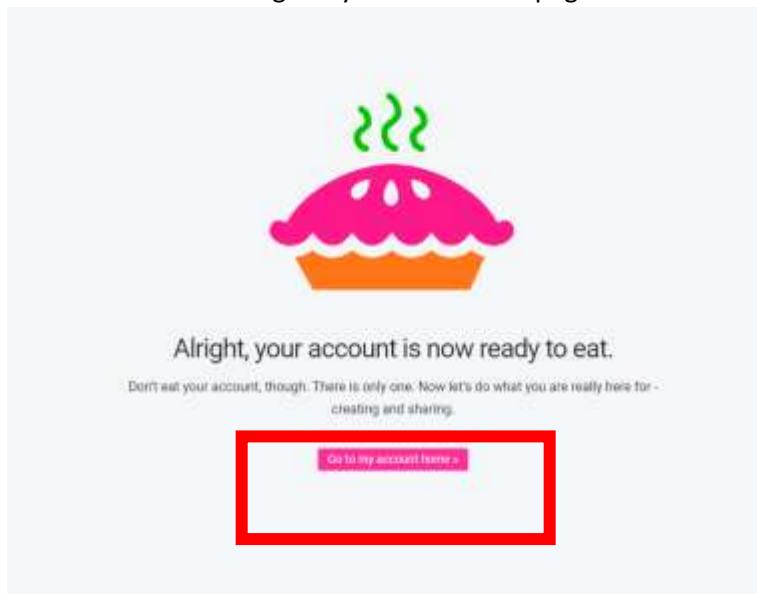
Unselect selected collaborator Import 1 collaborator(s)

(Not given)	<input type="button" value="Don't import"/>
(Not given)	<input type="button" value="Don't import"/>
Kathleen S. Ives	<input type="button" value="Don't import"/>
Yu Junn Han	<input type="button" value="Don't import"/>
	<input type="button" value="Import as Student"/>

Unselect selected collaborators Import 1 collaborator(s)

[Go to Account Home page](#)

Click on the button to go to your new home page.

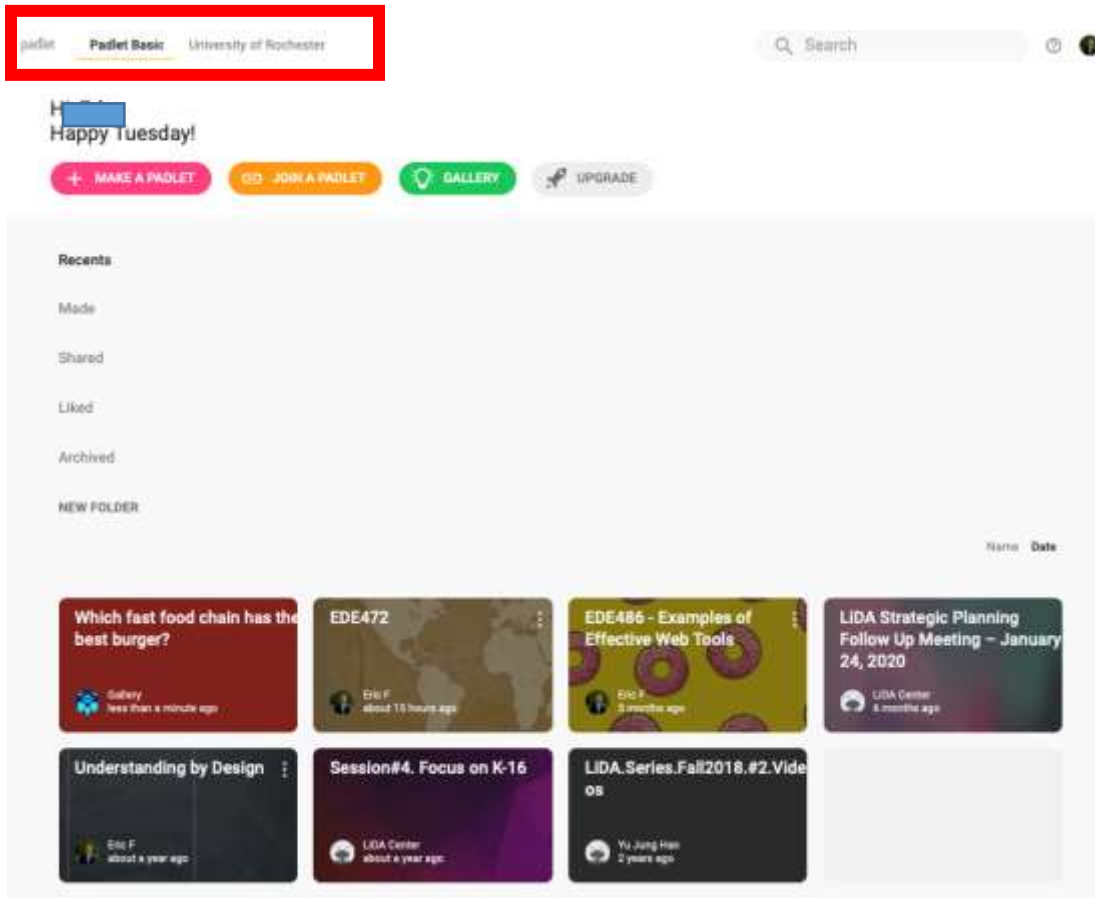


Note that if you had an existing account, it will still appear. Your accounts are linked, not merged.

This is your “Basic” account. It still has an “Upgrade” option. You can still use this, however, it will be limited in number of Padlets, and not allow you to connect to the LMS.

Click on University of Rochester to switch to the Rochester account. Only Padlets in the University of Rochester account can be linked into the LMS. You will need to add your avatar to this account as well as your image will not be transferred over from the Basic account.

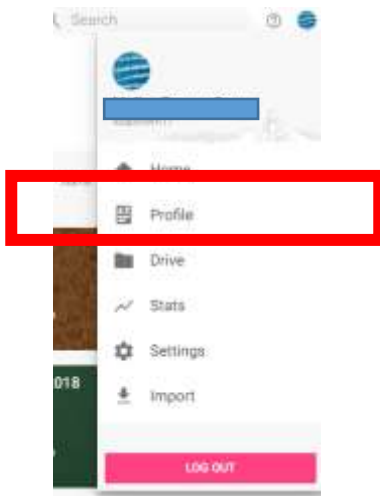




### Update your Avatar and Change your Password

Be sure to change your password in the University of Rochester account.

Click on your personal icon in the top right corner of the screen, and choose Profile

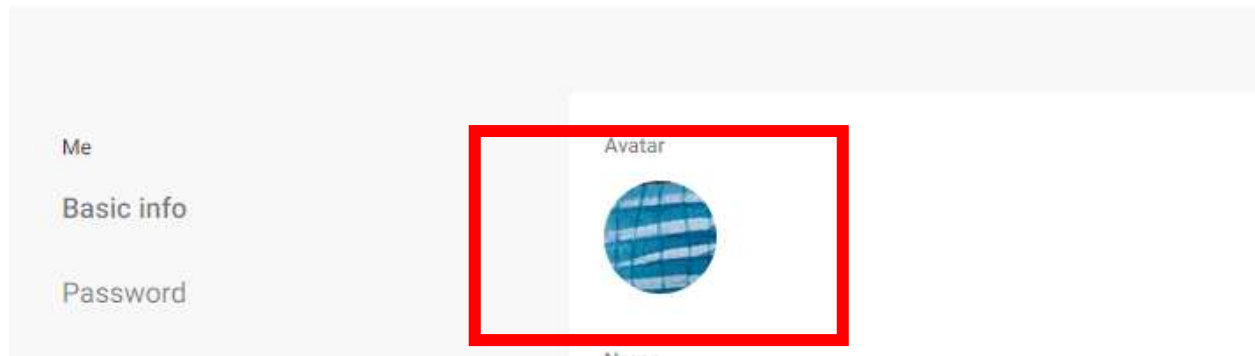


Choose Edit Profile



On the Settings page, you can update your image/avatar by clicking on the existing circle – this will allow you to upload an image file.

## Settings



Then click on Password and update your account password

