

Instructions for Uploading Handwritten Work into Purple Mash Work Folder

I have added a new sub-folders called, **Big Write** to the My Work folder on Purple Mash. This is so you can share your handwritten work with me. You can also make any comments about how you're feeling about the work, like we do in class. Likewise, I will be able to do the same and give you some feedback.

When using phones and iPads.

1. **Login** to your Purple Mash account.
2. Click on the yellow icon "**WORK**"
3. Click on the **tiny triangle** next to My Work folder. You will see the sub-folder: **Big Write**.
4. **Click on Big Write to upload** into this folder.
5. Across the top you will see a vertical arrow icon named "**UPLOAD**". Click on this. **A box will appear with a blue arrow.**
6. By **clicking inside this box**, you can **take a photo** of your work and click **Use Photo** (or if you're already done this you can go to your **photo library** to choose the correct one).
7. Click **Done**.
8. Along the top find the icon "**RENAME**" (it's next to the Upload icon), click on this to **rename your photo** e.g. *Looking After Dragon*.

When using PCs.

You will follow the same steps above except you will need to have stored your photo into the computer first in order to access it in Step 6.