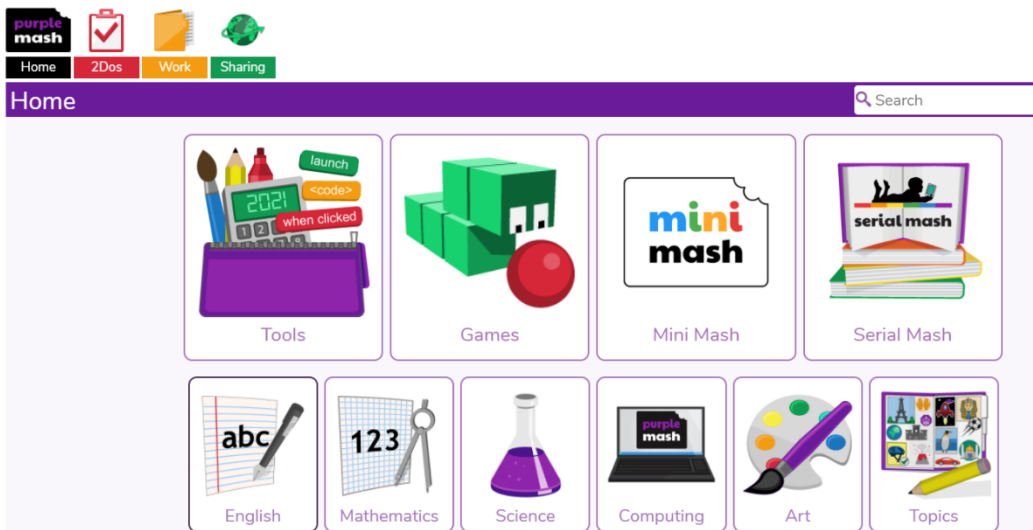




Here is an **easy step-by-step guide** for uploading photographs of your work onto **Purple Mash**. You don't need a laptop, all you need is a mobile device such as a tablet or mobile phone with a camera and it's really easy to do. Ask a grown up to go through these steps with you the first time you try this.

1. **Take a photograph of your work carefully** using your phone, tablet or laptop. Make sure it's not blurry and you can read your work. Now **log into Purple Mash**.

E.g. I have just finished writing on my 11.01.2021 Geography KWL grid worksheet and now I will take a photo of it. My photo is now saved on my phone.

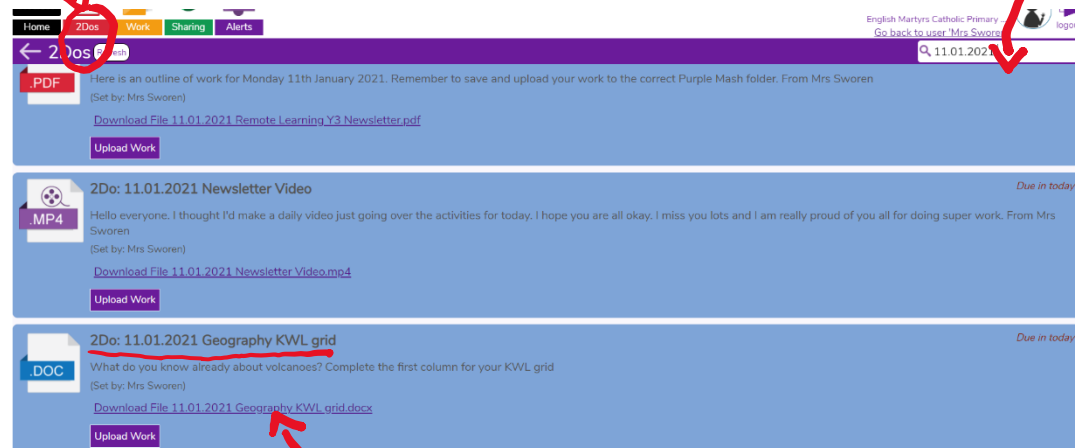


2. **Click 2Dos.** You may need to click the three little lines in the top left corner to see the 2Do folder. **Find the name of the piece of work you have just completed.**

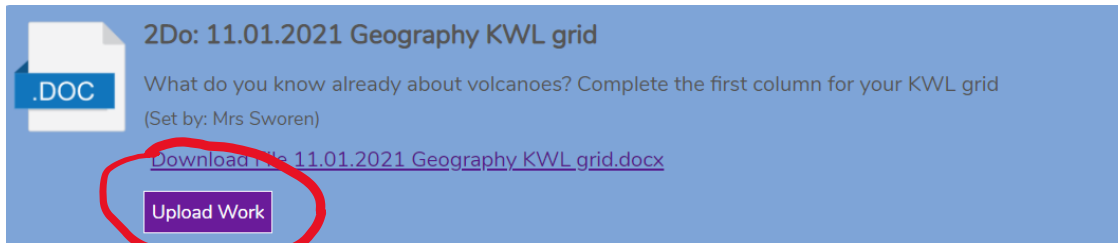
E.g. I need to find the 2Do named 11.01.2021 Geography KWL Grid worksheet. Type the name of the worksheet or the date in the search bar to find it quickly.

2Dos

Search bar



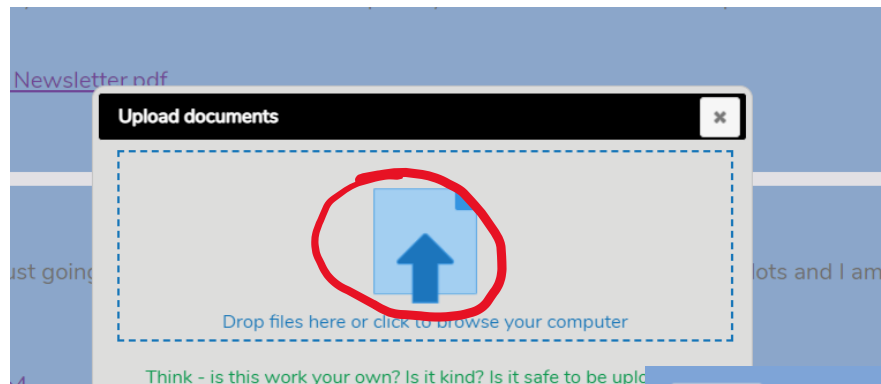
3. Click the upload button underneath the name of the worksheet you have just finished.



4. You will then see this message. Click the blue arrow.

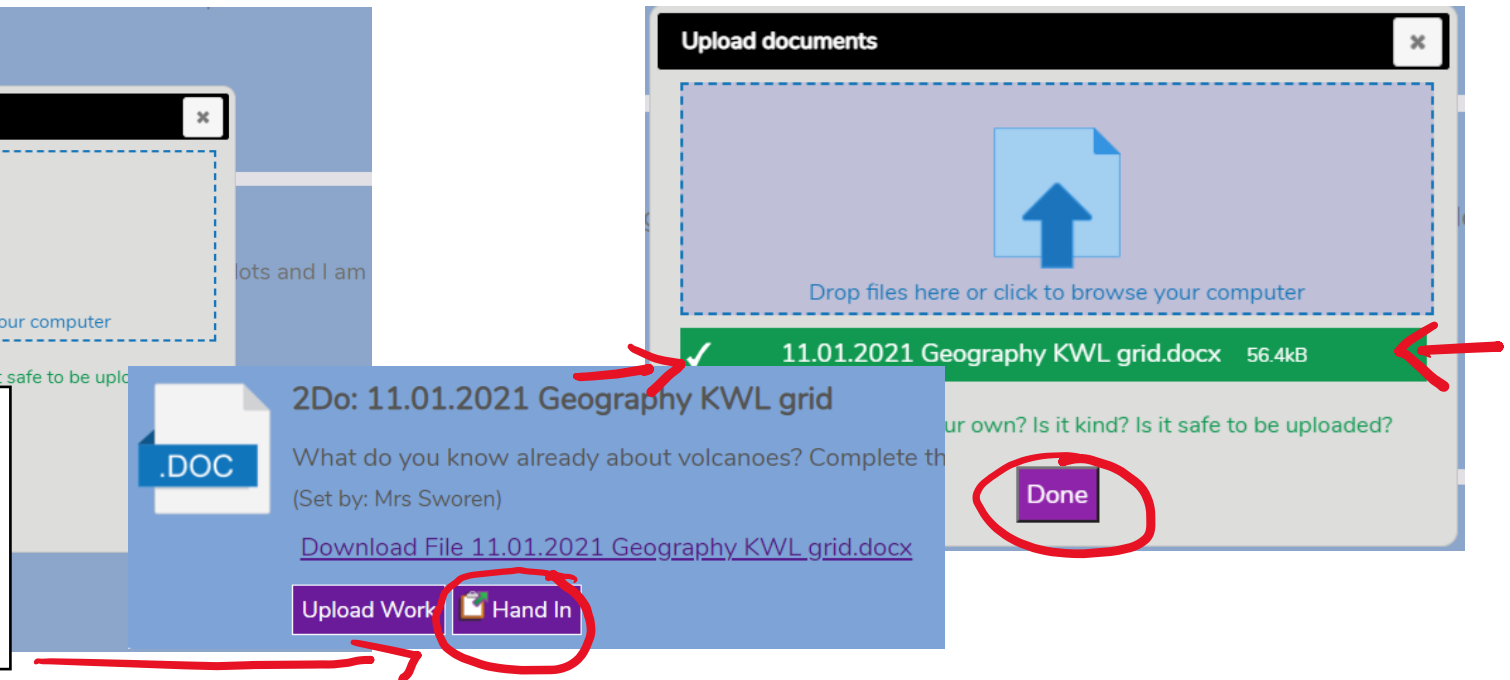
Then click PHOTO LIBRARY to find the photo on your mobile device. Click CHOOSE photo to select the photo you want.

5. It will turn green once it's uploaded. Click DONE.



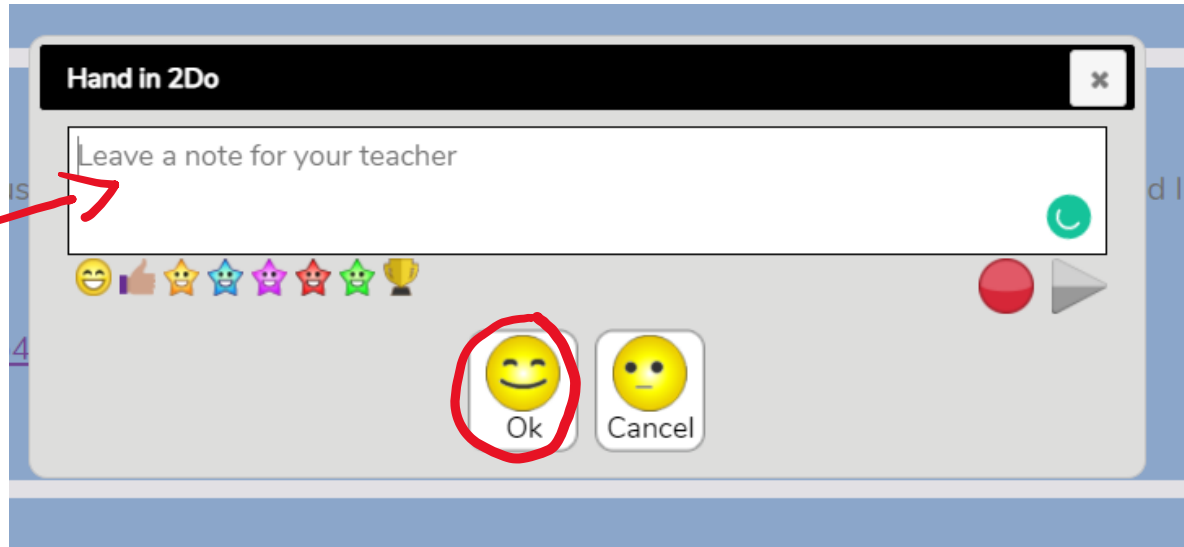
6. Now click HAND IN.

I won't be able to see or access your work if you don't click HAND IN.



7. Finally, you will see this box.
Write a message for Mrs
Sworen about your work.

Click OK.



The screenshot shows a 'Hand in 2Do' dialog box. At the top is a title bar with the text 'Hand in 2Do' and a close button (X). Below the title bar is a text input field with the placeholder text 'Leave a note for your teacher'. To the right of the input field is a green circular button with a white checkmark. Below the input field is a row of seven colorful star and trophy icons. At the bottom of the dialog box are two buttons: 'Ok' (with a yellow smiley face icon) and 'Cancel' (with a yellow sad face icon). A red arrow points from the text box on the left to the 'Ok' button.

Well done, you did it! It is really quick to do once you've tried it a few times.
Just remember to read each step carefully and ask a grown-up if you get stuck.

Thank you, Mrs Sworeń 😊