Ballston Spa Educating Everyone Takes Everyone

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| C e n t r a l S c h o o l D i s t r i c t |

**Safari Montage - Creation Station**

1. Uploading Resources to Safari Montage
	1. Modules Tab
	2. Uploading
		1. Upload type
			1. Media upload
			2. Weblink upload
			3. Bulk Media (Level 3 Class)
		2. Valid file formats
		3. Find/browse to resource location
	3. Tagging/Sharing – “Upload Successful!”
		1. Add descriptive information and rights management
			1. Descriptive information tab
				1. Change title \*\*MANDATORY\*\*

Instructional Technology-JLovett-Session 2 Agenda

* + - * 1. Save and continue
			1. Right management tab
				1. Downloadable
				2. Share
				3. Home access
				4. Save and continue
			2. Correlations
				1. Add standard(s)
				2. Please tell me if your standards are not listed
	1. Finding your uploads
		1. Search tab
		2. Publishers filter, choose “My Uploads”
1. Notes