

LIVEBINDERS 101

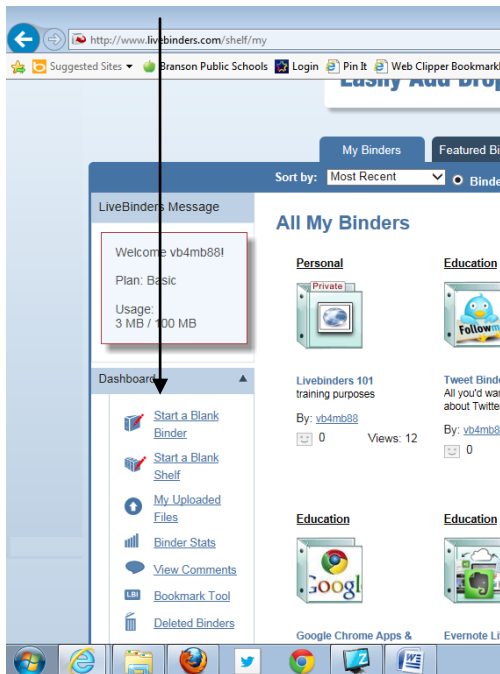
OERI Tech Conference – Dr. Michelle Brenner



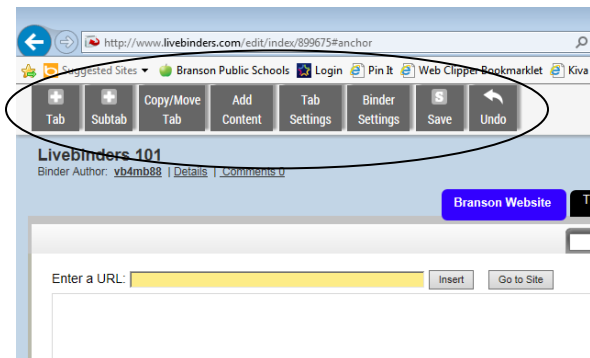
May 28, 2013

@vb4mb #OERIBrennerLivebinders

1. Create account at www.livebinders.com
2. Login to Account
3. Create a binder from scratch



- a. Name your binder
 - b. Add descriptions and tags
 - c. Determine public vs private
4. Top Menu (left side)



- a. Add/delete tabs and subtabs.
- b. Copy/paste
- c. Add Content
 - i. PDF
 - ii. Images
 - iii. Links
 - iv. Options when adding for new tab/new subtab/overwrite tabs/subtabs
- d. Tab Settings
 - i. Set tab colors
 - ii. Layout Options
- e. Click on arrow at end of tab
 - i. Move tabs/subtabs left/right
 - ii. Copy/Paste
 - iii. Clear Tab
 - iv. Color of Tab
- f. Binder Settings
 - i. Title
 - ii. Description
 - iii. Tags
 - iv. Category
 - v. Public or private
 - vi. Access key
 - vii. Type of tabs (stacked, scrolling, side)
 - viii. Binder colors
 - ix. Binder cover

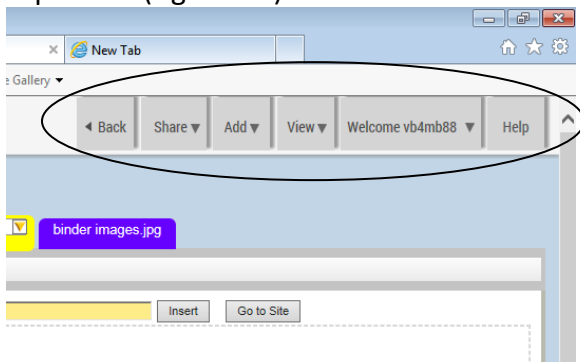
5. Insert websites into your LiveBinder using:

- a. Cut/copy/paste
- b. LiveBinder It Bookmarklet Tool (directions to install under Tools on home LB website)
- c. When on a website you wish to add to your binder, simply click the LB button and add to binder

6. Apps

- a. Ipad/Android App
- b. Chrome App

7. Top Menu (right side)

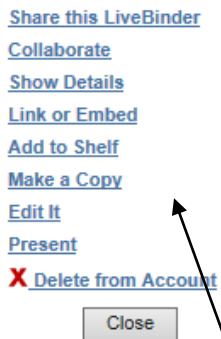


- a. Back – takes you back to LB home page
- b. Share – options to share your LB
- c. Add – to shelf or copy
- d. View – Edit, present, play
- e. Welcome (username) – click on username to get back to your binders, logout
- f. Help – lots of help menu options

8. Go back to your Home Binder Page



a. Click on Options



b.

c. Should look like this

d. Lots of features for sharing

e. Collaborate – allows you to collaborate with others on a binder

f. Link

g. Add to shelf

h. Make copy

9. Drag a LiveBinder onto your desktop for easy access.

10. LB Home Page