Creating a digital poster board in Discovery Education

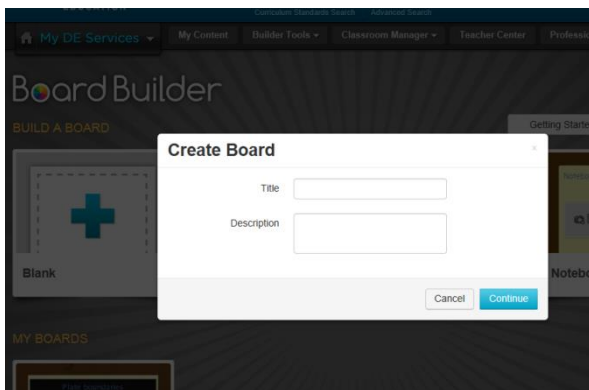In your Discovery Education account (www.discoveryeducation.com)

Remember UN = FB + Lunch number

PW = Lunch number

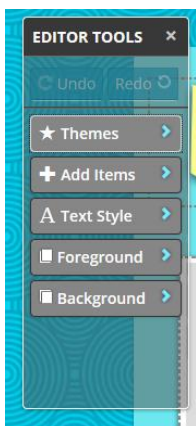Click on Builder Tools and select Board Builder

Choose your background style or theme

It will ask you to save your board. Give it a distinct name and description. Then save it your My Content.

Now you are ready to start making your board.

The Editor Tools allow you to change your board.

The tools will let you change the background frame and foreground style and pattern. You can also change the font size and style here. If you want to add boxes for items they are located here in the Tools.
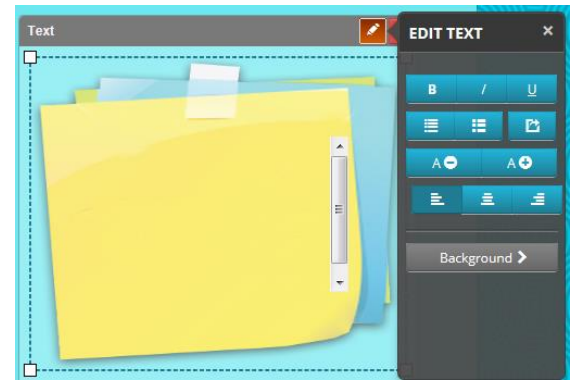

You can close the tools if they are in the way. There will be a small tab on the side of your screen if you need to expand them again.
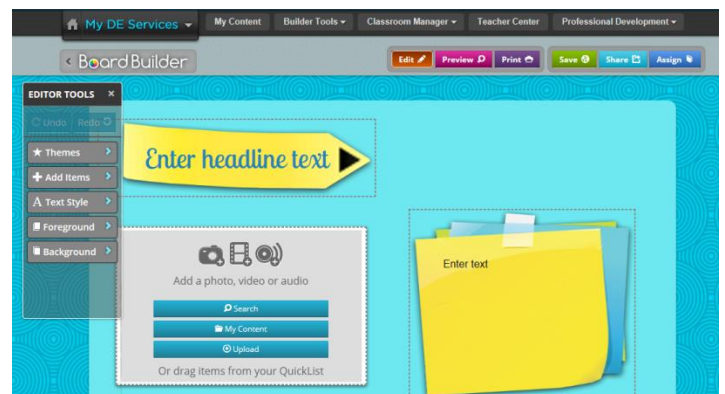
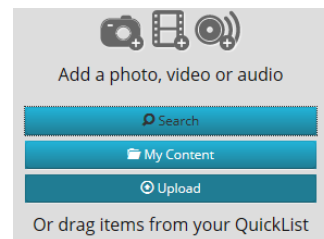**To enter text information, click on the textbox and start typing.**
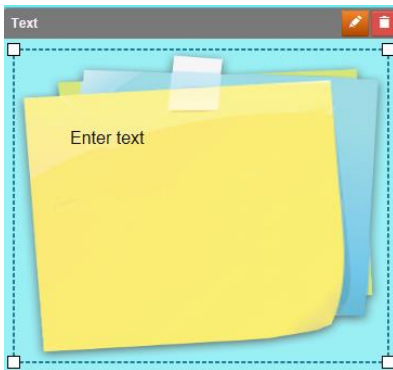
You can change the look of your textbox with the Edit Text tool.
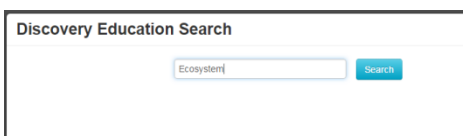

Inserting Images from Discovery Education:
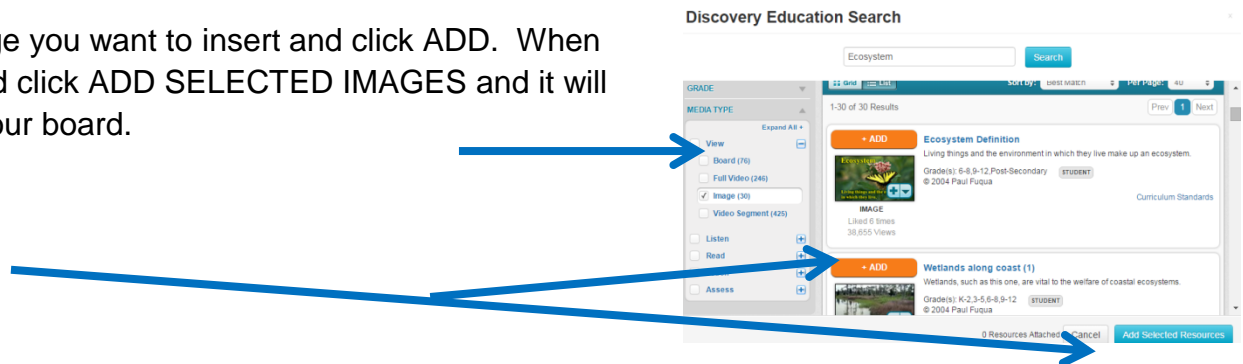
Make sure you have a media box

Click on the Search row. Then type in the search field what you want to find.

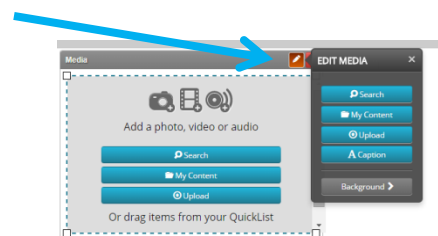You can narrow down your search by selecting VIEW and then images.

Select the image you want to insert and click ADD. When you are finished click ADD SELECTED IMAGES and it will return you to your board.

Putting a caption on your image:

On the top right side of the box you will see a pencil – click on it

Select the A CAPTION and you will be able to write below your picture

Inserting videos from Discovery Education:

Make sure you have a media box

Click on the Search row.

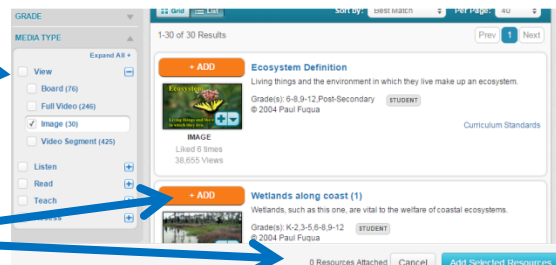Then type in the search field what you want to find.

You can narrow down your search by selecting VIEW and then Video Segments.

Select the image you want to insert and click ADD. When you are finished click ADD SELECTED IMAGES and it will return you to your board.
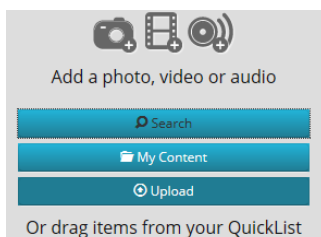
Inserting your own Video:

Make sure you have a media box

Click on the Upload row.

Select ADD FILE

To video tape through the device and automatically insert it in DE – click TAKE photo or video. To insert a video from the camera roll – CHOOSE existing (just remember if you are using a school iPad to delete it from the camera roll when you are done.) Then click on START UPLOAD and it will load the video. Then click DONE to return to your board.
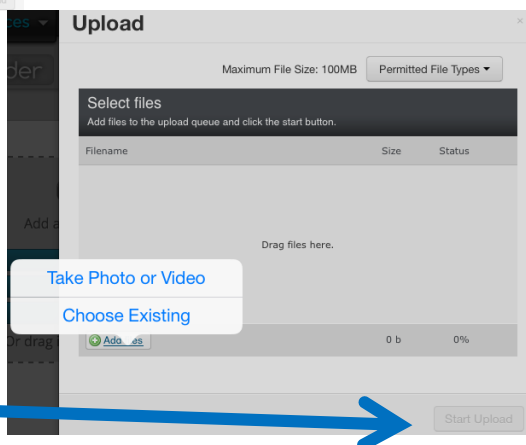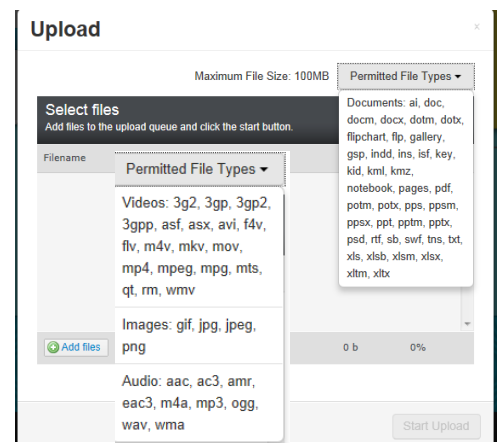
You can move the location of your video around by dragging the box around your board.

Inserting a File or paper onto your board:
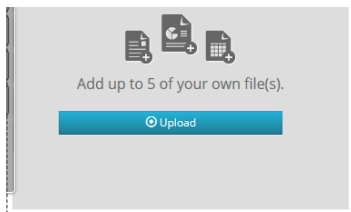
If you wish to add your own files – it must be in the correct format. See the list below of types of files. Watch your file size. Note the pictures on the top of the box.

To change the size of your board – click the arrow at the bottom of the page.

When you are ready to view your board be sure to **save and then Preview**. If you want to go back and work on it again – click Edit. The board will save automatically as you work but it is always good to do a save when you are ready to leave the board.

To turn in your board click SHARE and select the teacher. It will confirm that you want to submit it and the teacher will be able to see it.