

## 1.21 Teacher Tool Box-

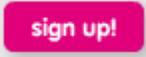
### Use of Popplet to create the Functional Decomposition and PERT Chart

#### What is a Popplet?



**Popplet.com** is an online site where students and teachers can easily and effectively create concept maps without cost. This site is a wonderful place for students to create their own Functional Decomposition chart which can be shared and downloaded, sent as an e-mail or shared on social media as an artifact for their Service-Learning project.

#### Creating an Account:

- Open your web browser.
- Go to [www.popplet.com](http://www.popplet.com)
- In the top right corner, click  try it out
- Once you are in the site you can  by clicking the pink button.

A screenshot of the Popplet sign-up form. It features a blue border and a white background. At the top, it says "welcome!" and "we're excited to have you join Popplet...". Below this are several input fields: "first name", "last name", "email (this will be your username)", "confirm your email (type it again)", "enter your password", and "confirm your password". At the bottom, there is a checkbox for "I agree to Popplet's terms of service and privacy policy" and a blue "next" button with a right-pointing arrow.

Type in your information (name, e-mail, password) and agree to the Terms of Service and Privacy Policy.

- You are now ready to use Popplet!  
Note: Next time you visit [www.popplet.com](http://www.popplet.com), you will click "Log In"

A screenshot of the Popplet login form. It features a blue border and a white background. It has two input fields: "email" and "password". Below the password field is a checkbox for "remember me" and a link for "forgot your password?". A blue "login" button is located at the bottom right.

## Creating a Popplet:

- Log in to your Popplet account.
- On the left side of the page, click “Make New Popplet.”
- A “Make a New Popplet” box will appear.

log in

make new popplet

Create a name for you Popplet by typing it in the box.

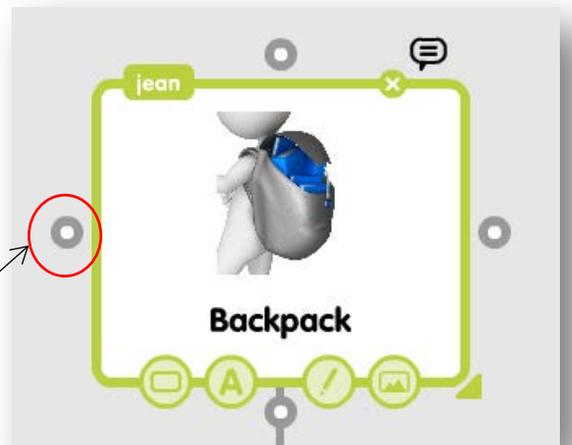
Select a color for your Popplet.

This will be the background color of your concept map.

Click “Make It So” to create your new Popplet.

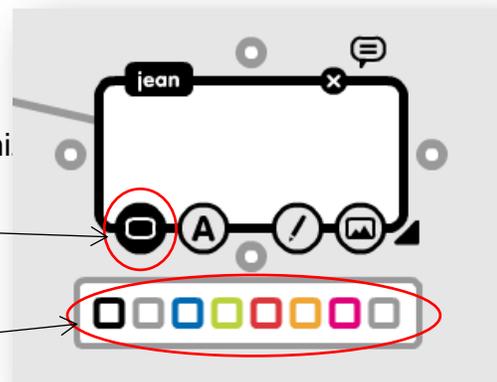
**Note:** Here is the only problem with this program...With the free version you only get 6 Popplets.

- Your Popplet will now appear on the screen.
- Double click anywhere on the screen to create your first popple (Popplet’s word for bubble.)
- Click on the popple.
- Type in your text.
- To add another popple, select one of the four gray circles surrounding the popple. If you want to add a new popple above the original popple, select the top gray circle.
- Type in the new popple.
- Continue until you have added all of your information.

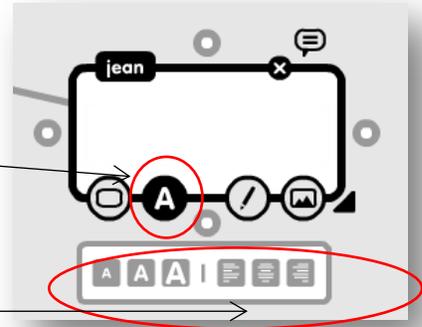


## Customizing Popplets:

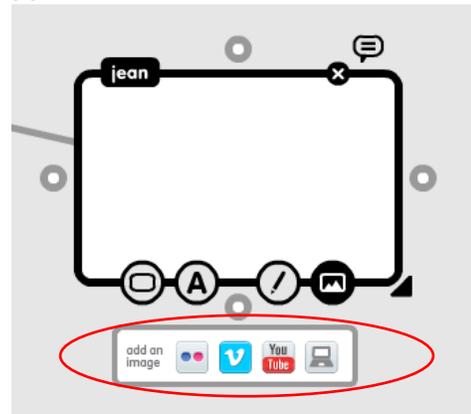
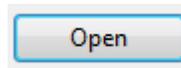
- Once you have created a popple, you can customize it in a variety of ways.
- To change the color of the popple, click on the specific popple.
  - a. On the bottom left of the popple, an icon that looks like a popple will appear.



- b. Click this icon.
- c. Select a color.
- To change the text in your popple, click on the specific popple.
  - a. Select the icon that is second from the left. It has “A” on it.
  - b. To change the size of the text, click one of the “A” icons on the left. The smaller the “A” in the icon, the smaller your font will become.
  - c. To change the alignment of the text in your popple, select one of the icons to the right. The picture in the icon corresponds to the alignment (left, middle, or right).



- To upload an image or video, click on the specific popple.
  - a. Select the icon that is on the far right. It has a picture of a mountain on it.
  - b. Choose the source you wish to upload your image or video from (Flickr, Facebook, Youtube, or your computer).
  - c. Browse for the image or video.
  - d. Select the image.
  - e. Click “Open” or “Add to Popple” (depending on your source).



### Adding Collaborators:

- Pick the Popplet in which you want to add collaborators.
- In the top right corner, click on **share**
- Select “Add Collaborator.”
- Type in the name or e-mail address of the person with whom you wish to share your Popplet.
- Select his/her name.
- Click **add them!**



enter name or email address

## Sharing a Popplet:

- Pick the Popplet in which you wish to share.
- In the top right corner, click **share**
- Select any of the icons in the four white boxes below “Share.”  
All of the icons take you to the same window.
- If you want to share it on Facebook, click the Facebook button.
  - a. When your Facebook appears, select “Share Link.”
- If you want to share it on Twitter, click the Twitter button.
  - a. When your Twitter appears, select “Tweet.”
- If you want to e-mail your Popplet, type in the e-mail addresses in the box “e mail friends.”
  - a. Click “e-mail” when you are done.
- If you want the link to your Popplet, copy the link from the box “Copy and Paste link.”
  - a. Paste the link wherever you want to share it.
- If you want to embed your Popplet, copy the embed code from the box “Embed it.”
  - a. Paste the embed code wherever you wish.



### Share your Popplet!

If you would like to add a friend to EDIT your Popplet, please click the “collaborators” button!

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**post it on:**

 Facebook  Twitter

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**email friends:**

enter up to 10 comma-separated email addresses

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**copy and paste link:**

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**embed it:**

copy the code below and paste it into your blog or website

```
<object width="460" height="460"><param value="http://popplet.com/app/Popplet_Alpha.swf?page_id=1969821&em=1" name="movie"></param></object>
```