**How to Turn-in Your Poetry e-Book**

All poetry e-Book projects will be turned in before midnight on Thursday, May 22nd.

Go to: [www.slideshare.net](http://www.slideshare.net)

Click on the **Signup** button (top right)

* Signup with an email address (not facebook)
* After you are logged in, you will see an UPLOAD button in the top right corner. Hit it!
* The next page has a large orange button labeled UPLOAD.
	+ You can use that if you are uploading your PowerPoint file directly from your computer or flashdrive. If you are uploading from Dropbox, Box, or Google Drive, Choose UPLOAD FROM CLOUD.
	+ Once you hit the upload button, choose the location of the file on your computer flashdrive and hit OPEN. If you are uploading from Dropbox, Box or Google – choose the device on the left side and hit the big BLUE CONNECT button. This will take you to the application where you can choose your file.
	+ If the file uploads successfully, you will see a green checkmark under the title and it will say “Your file uploaded successfully!”
	+ Hit the Save & Continue button
	+ On the next page you will see SHARE YOUR CONTENT, a box with the embed code and final a SHARE button.
	+ Choose the envelope symbol to email it to me



* A new box will appear and you will need to enter my email address:

robin\_love@plsd.us

* In the message – please put your first and last name and the period you are in.
* Hit SEND and you are done!