

TRELLO TUTORIAL

Hello everyone!

In this tutorial we will get to teach you how to use Trello with your email account so you can organize your tasks and see why it is important for blended learning. So let's start!

In the Home Page of Trello once you log in you will notice that on the right side you can see all the boards you have used recently.

On the left side the first option you see is "Boards", if you click on it you will be able to see all the boards you are a member in.

Then on "Templates" you will be able to choose some existing boards and edit them according to your liking. By adding and changing the columns and the cards you will create.

Moreover, you can create your own working space and more boards than one so you can have everything you need in one place.

Now let's see why Trello is a useful tool for blended learning.

These are the 5 reasons:

- Number 1: Like we mentioned before you are able to organize all your ongoing and future tasks all in one place
- Number 2: You can add multiple people in one board and have an idea on what is everyone doing for one of your projects
- Number 3: Because it's an online tool that can connect you with your colleagues or fellow classmates. Trello gives you the option to comment and react on messages on the card of your task so in case of confusion you would have a further explanation under the description of the task
- Number 4: Trello is also mobile friendly for whoever might not be able to have access in a desktop or laptop
- Number 5: Is an easy-to-use tool that will make the implementation of a project easier

That's why Trello is a tool that will make organization easier and more fun. Especially for people who like to have things in order.

