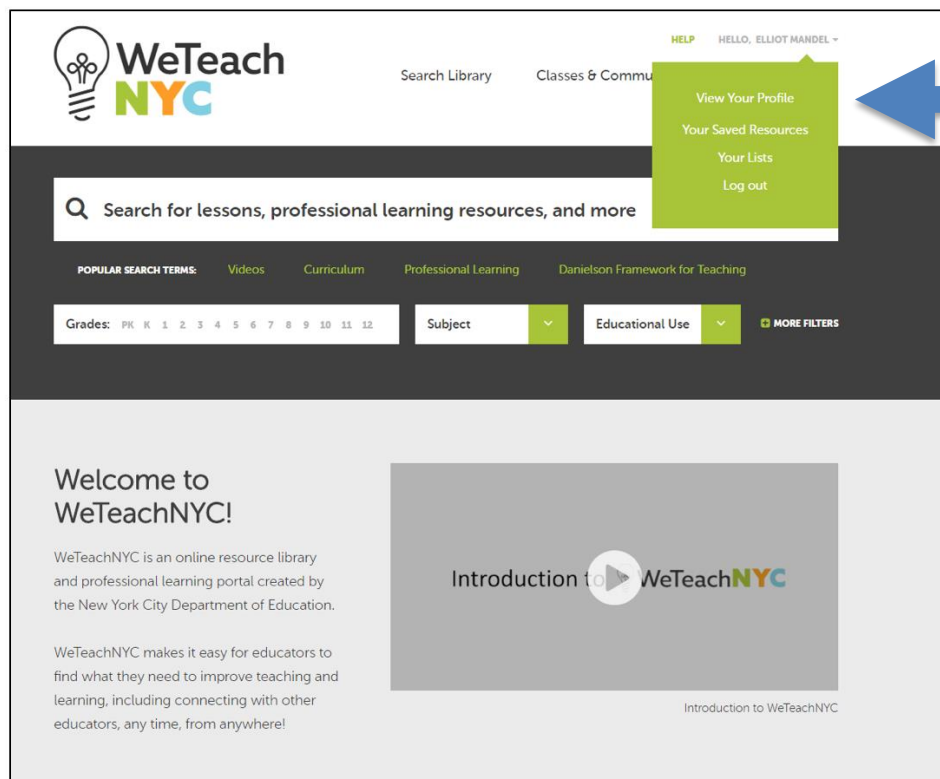


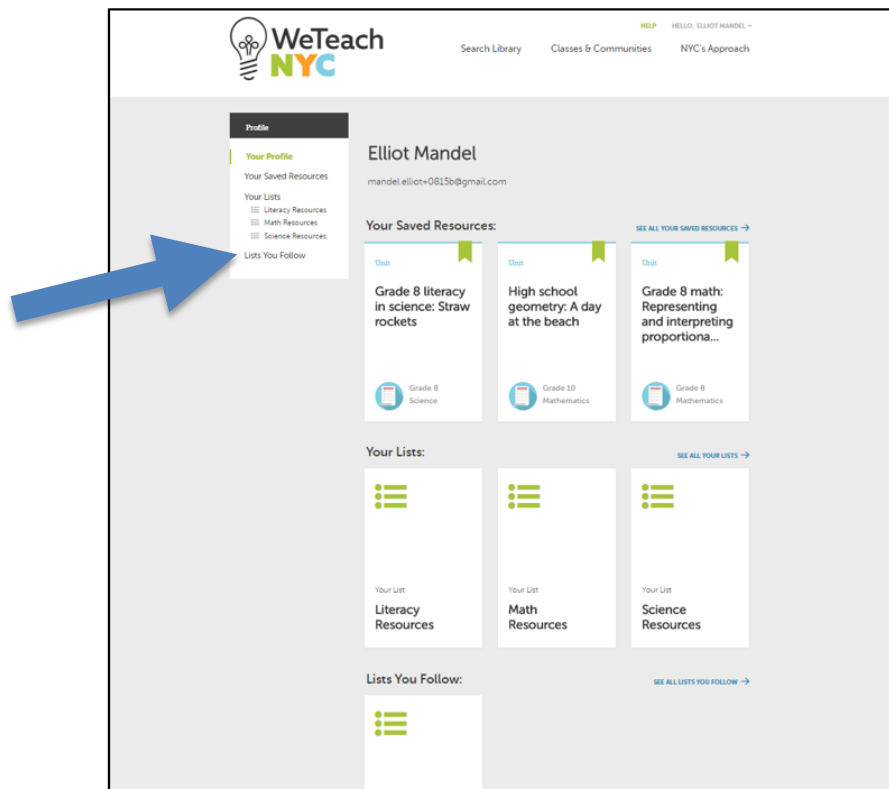
Sharing and Following Lists on WeTeachNYC

Once you are logged into WeTeachNYC (weteachnyc.org), go to your profile page by clicking your name and select 'view your profile' from the dropdown menu.

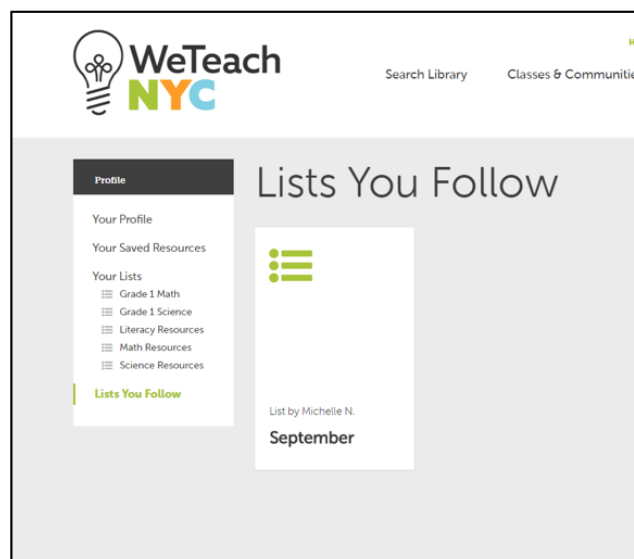


This is your profile page, visible only to you.

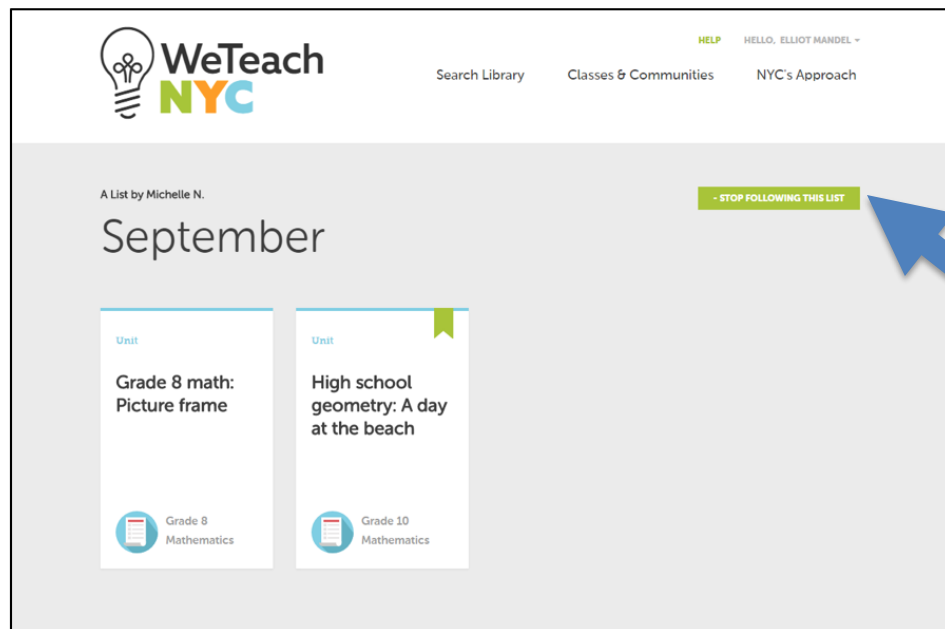
Click “Lists You Follow”. You can see all of the lists that you are following.



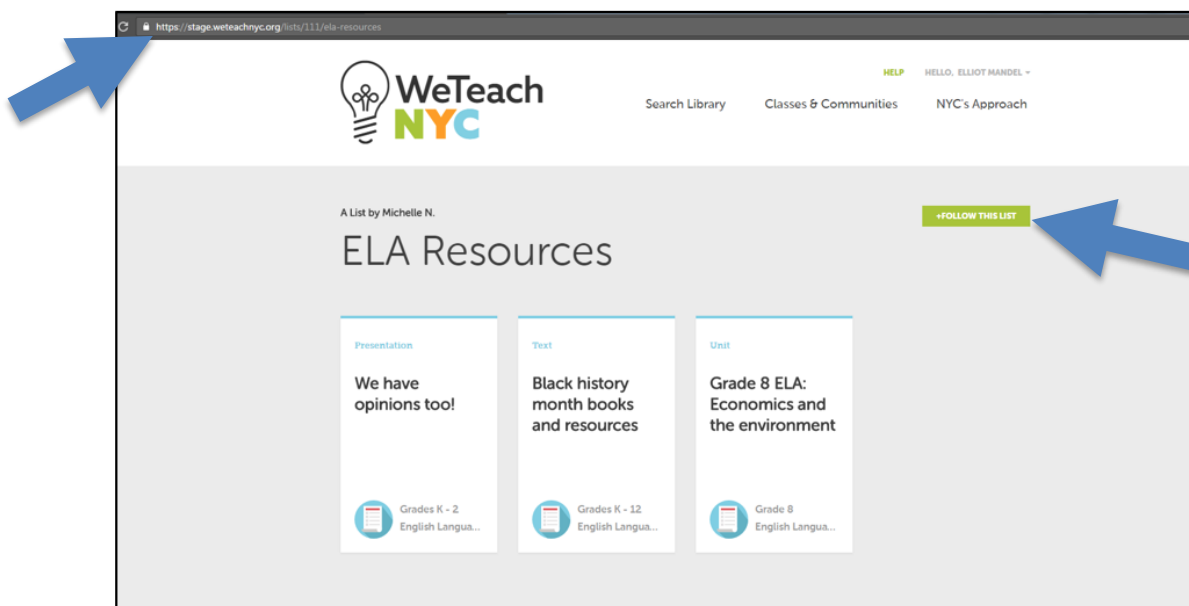
Clicking a list takes you to the resources contained within the list.



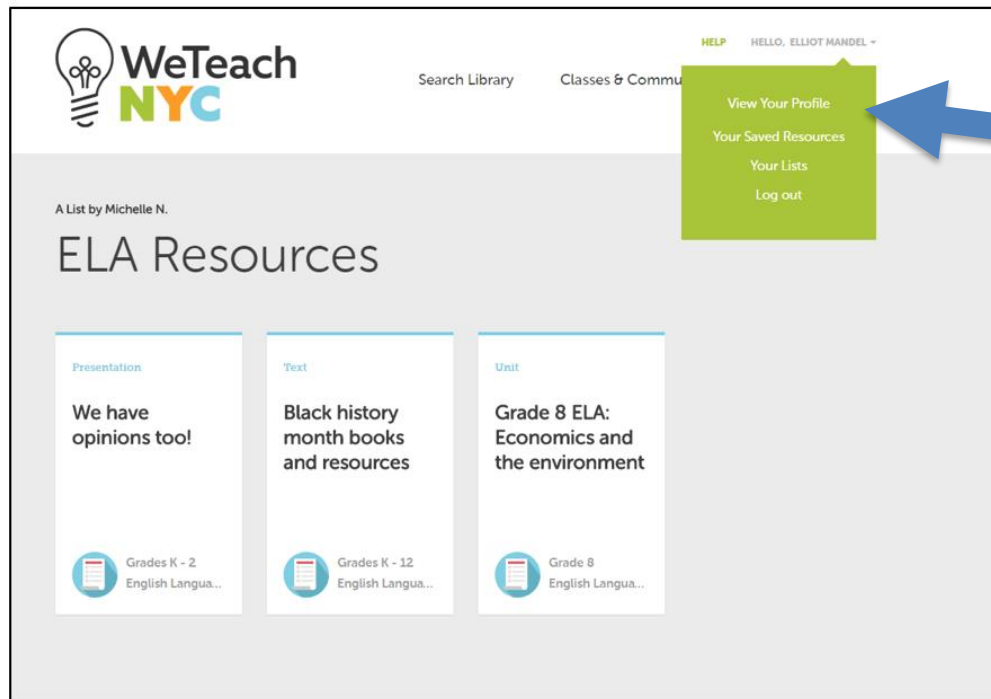
Each list you follow has the creator's name and the resources in it. To stop following the list, click "Stop Following this List".



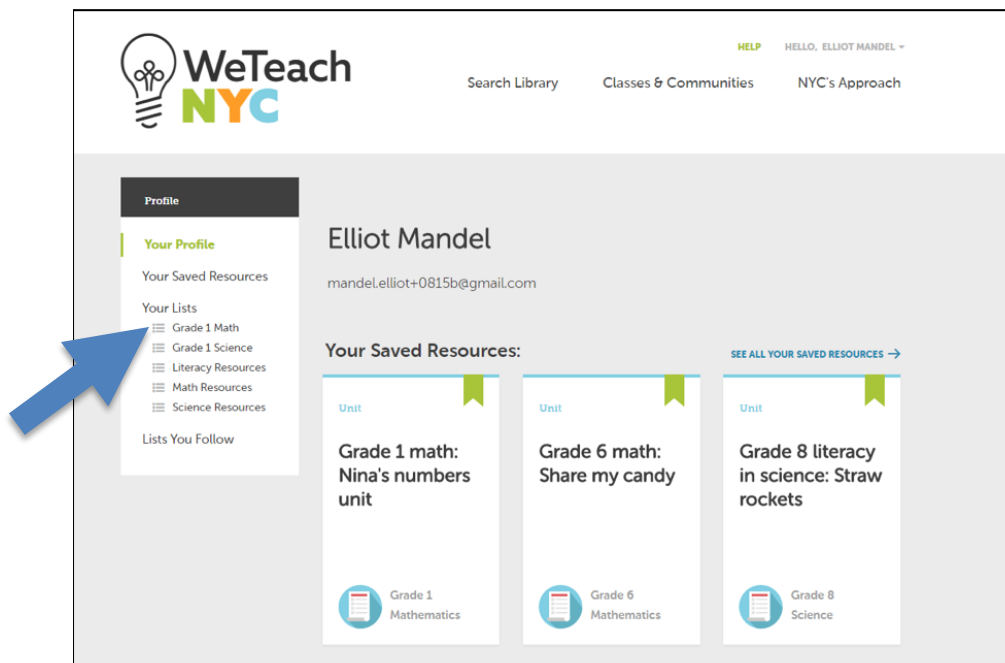
To start following a new list, you need to have received the direct link to the list, typically sent to you via email by a colleague. If the list is viewable, then it will appear in "Lists you Follow". You can follow the list by clicking "Follow This List".



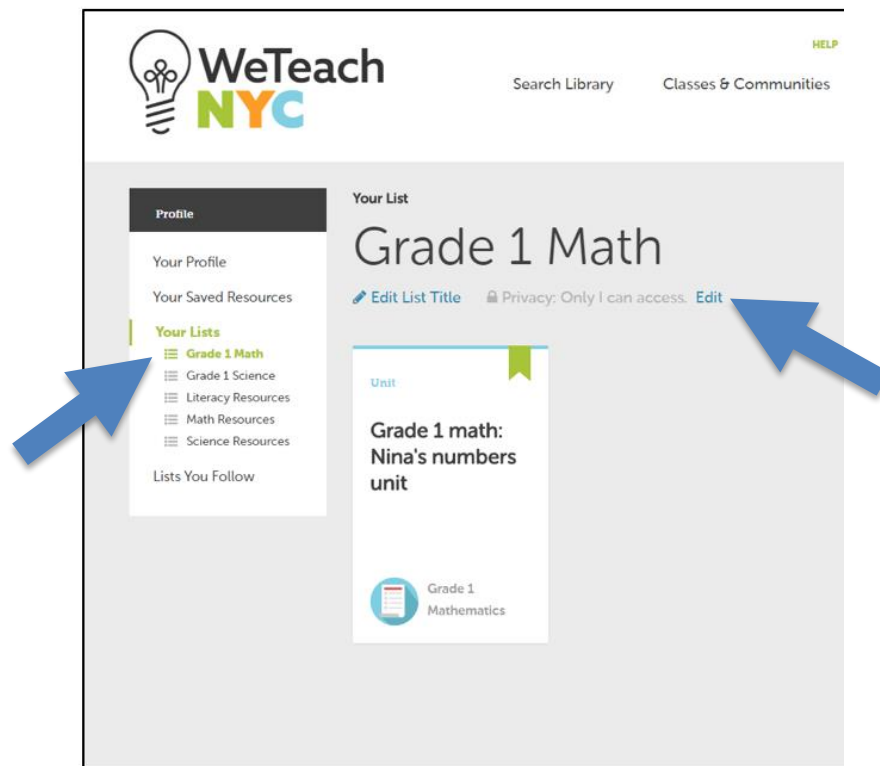
To see all lists you are following, click your name and the click “View Your Profile”.



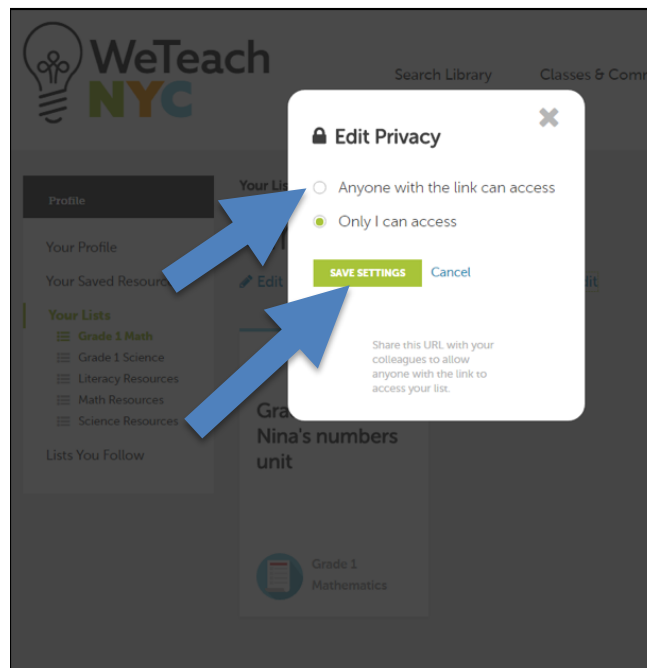
Click on “Your Lists”.



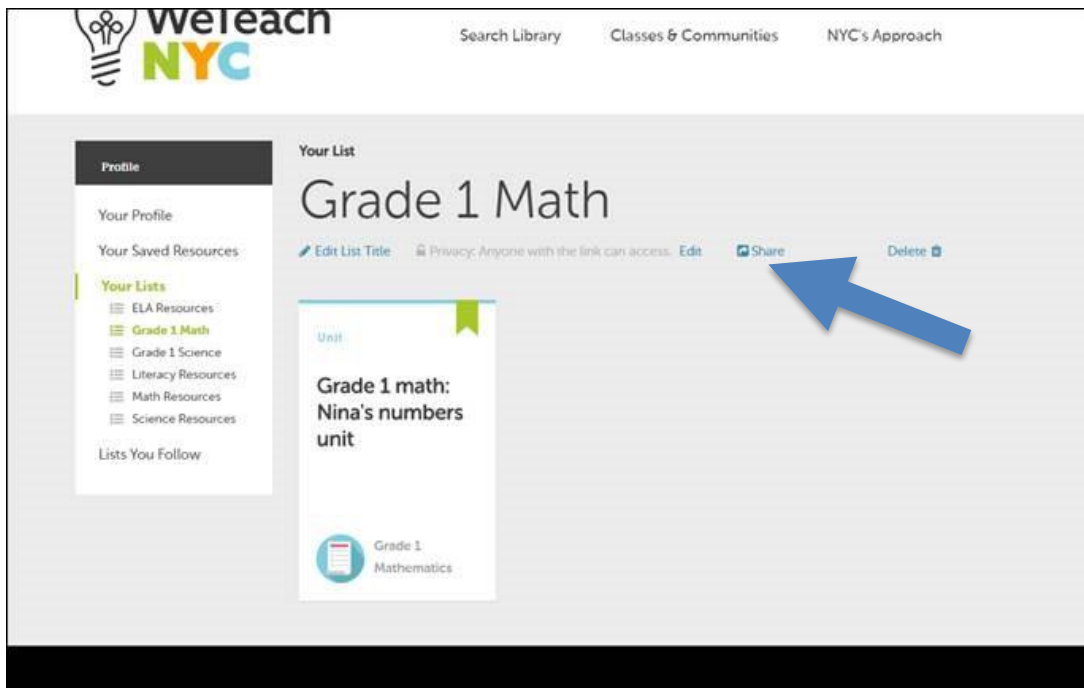
To share one of your own lists, go to the list itself, and click 'Edit' from the Privacy menu for the list.



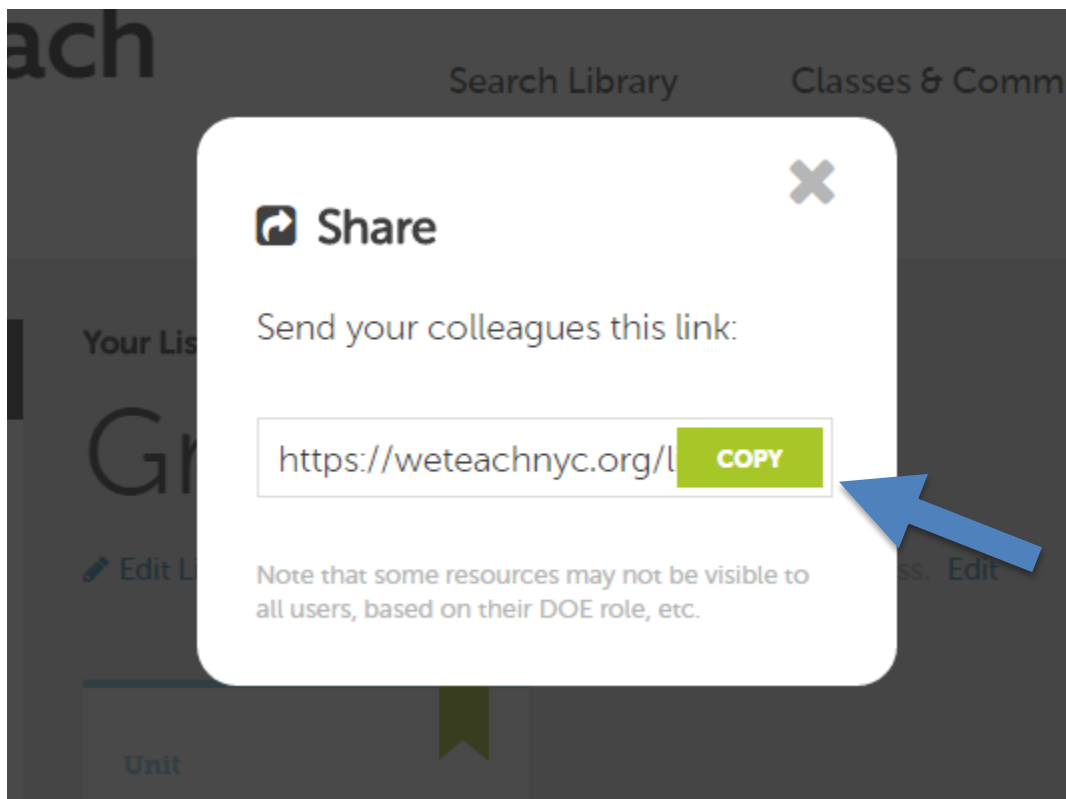
When lists are created, they are set to private as a default. Click the button that says “Anyone with the link can access”, then click “Save Settings”.



To share your list, click the “Share” button.



Then click “Copy” to copy the link. Send the link to colleagues via email.



Once they receive the link, clicking the link will send them to their own List page. Here they can see your list and choose to follow it.

