

# Write-Ups Cheat Sheet

## Pages for iPad

1. Take photos of the children at play or during an activity.
2. Open photos and select a set of 4-5 photos by adding them to “Favorites” by tapping the heart.
3. Open the Pages app.
4. Tap the plus sign to select “create document”.
5. Scroll down and select the desired template.
6. RENAME THE DOCUMENT (tap the title at the top “untitled” then type a new name).

### 7. Add content:

#### Photos

- Tap the plus sign in bottom right corner of photo placeholder (this will pull up your albums).
- Select “Favorites” album and choose one of your preselected photos
- Tap the paintbrush, then select “Image” and “Edit Mask” (this will allow you to move the photo and zoom in or out).

#### Text

- Add text by tapping inside the text box and typing.
  - Choose “Style” to change font, font size, color etc.
  - Use “Call Out” boxes to highlight learning outcomes (using text bullets is helpful here).
8. Send your document - tap the 3 dots in the upper right hand corner.
    - Export (PDF)
    - Share
    - Print