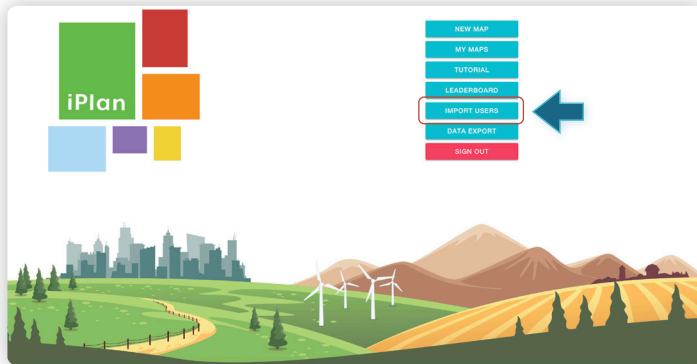


SHARING MAPS



Step 1: Import Users

If you have an educator account, click the Import Users button to create accounts for your students and share iPlan maps with them.

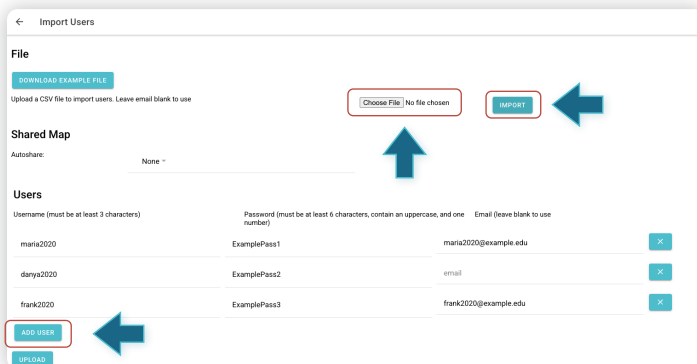
(If you do not see this option, please contact epistemicanalytics@gmail.com to request an educator account.)

Step 2: Users

Add users by uploading a file using the **Choose File** button, then click Import.

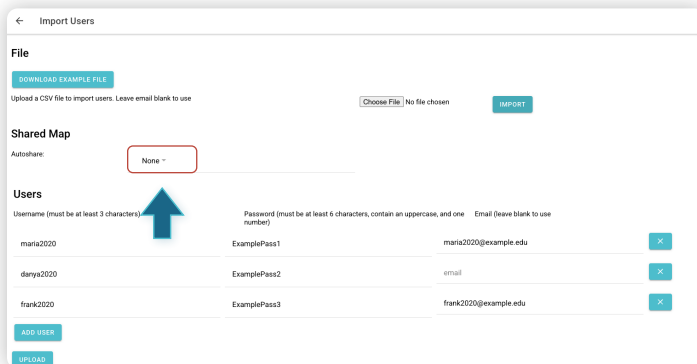
(Click on the **Download Example File** button for a template you can use.)

You can also add users manually by clicking the **Add User** button.



Step 3: Selecting a Map to Share

After you have a list of your users, click the **Autoshare** button.



Step 4: Share from Existing Maps

After clicking **Autoshare**, a module will appear where you can select a map from your list of existing maps to share with your users.

When you are finished, click **OK**.

Each user will get their own copy of the map you share

Step 5: Finish

When you are done, click the arrow in the top-left corner to return to the iPlan home screen.

