

# Symbaloo user guide

Use a new tab for each subject

Search and add your favorite websites

Click and check the weather forecast for your hometown

Click a tile and surf to the website



Drag 'n drop the tiles a different spot

## Chapter 1

*Create a webmix*

- ✓ Save time
- ✓ Organize your online life
- ✓ Never loose your bookmarks

Create.



## Chapter 2

*Share a webmix*

- ✓ Share your webmix easily
- ✓ Inform others
- ✓ Get traffic from Google

Share.



## Chapter 3

*Discover webmixes*

- ✓ Get the best links per topic
- ✓ Get inspired
- ✓ Find useful school webmixes

Discover.

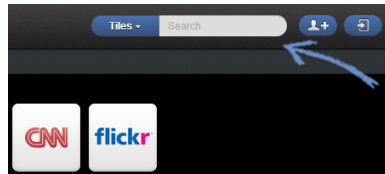


# Create.

Learn how to create your personal Symbaloo.

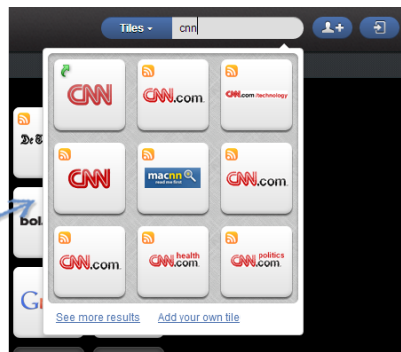
## Add a tile

Want to add new tiles to your webmix? Type the name of the website or company in the tile search box



Search a tile by typing the name

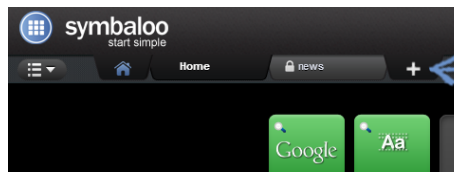
1



Drag 'n drop it to your webmix

## Add a webmix

To add a webmix, just click the plus sign.



Add a webmix

2

## Change your webmix

Want to edit a tile, move or copy it to another webmix, or make other changes? Then click edit webmix.



Edit, delete or move/copy a tile

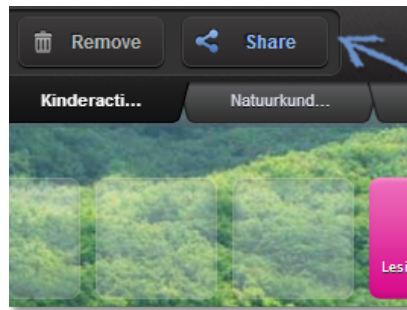
Share a tile to Twitter of Facebook

3

# Share.

How to share your Symbaloo webmix.

- 1** Click **share** on your webmix



Share your webmix here

- 2** Choose **share with the world** or **Share with friends** (to keep private)



- 3** Spread your webmix!



## What happens if I share my webmix?

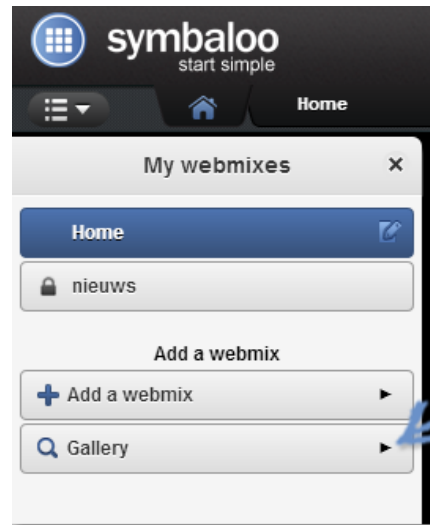
Once you share your webmix, Symbaloo gives you a link. If you share the webmix with the world, it will be submitted to search engines such as Google and Bing. In the Webmix Gallery you can keep track of the number of users. Please carefully name the webmix and give it a good description. This will enable more users to find it.

# Discover.

How to discover webmixes of others

## 1 Browse through webmixes

*(We've gathered the best webmixes and made them available on the second tab. There you will find great webmixes on a variety of topics)*

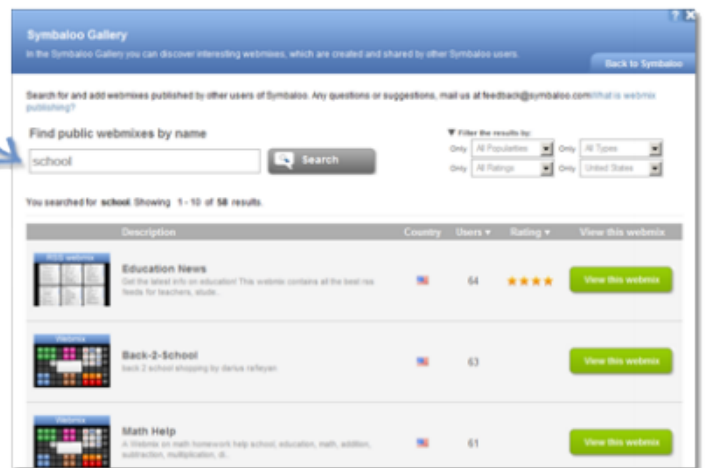


Search webmixes in the gallery

Or search webmixes in the Symbaloo Gallery

## 2 Search in our gallery

*(To get there, click on the "plus" sign)*



All the webmixes that you find in the Symbaloo Gallery are made by Symbaloo users. These users might represent a company, organization or a school. They made the webmix for employees, clients or students.

# Symbaloo.

Some additional tricks....

## About Tiles

### Links



*Click on a tile and surf to that website right away*

### Newsfeeds



*Click on a news tile and read headlines in the center box*

### Search modules



*Search on Google, Wikipedia, or Maps from Symbaloo*

### Radio



*Click on a radio tile, to listen to the radio station directly*

### Widgets

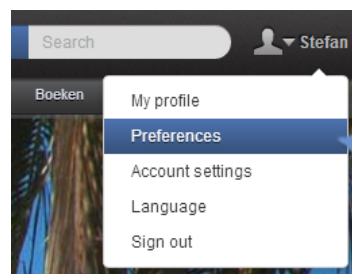


*Widgets start a small app in the center box. Eg. the weather*

## Preferences

Under preferences you can:

- Determine with which source the center box starts
- If a new link opens in the same, or in a new screen
- Which webmix should open first



*Set your account preferences here*

# Symbaloo.

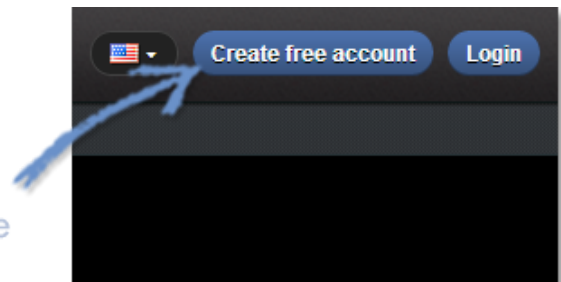
For your convenience...

## 1 Create an account

*(It's easy and free)*

- Only password & email address required
- Don't lose your favorites anymore
- Use your settings on any computer in the world

Sign up here



## 2 Set Symbaloo as startpage

*(And start with your favorites quickly. Every day)*



Internet Explorer

Click tools in upper menu bar

Open internet options

Set www.symbaloo.com under homepage



Firefox

Click tools in upper menu bar

Open extra - tab general

Set www.symbaloo.com under homepage



Safari


Click edit in upper menu bar

Open preferences - tab general

Set www.symbaloo.com under homepage



Chrome

Click  on the right

Open options - tab basic settings

Set www.symbaloo.com under homepage