

Your bulb account.

Once you create a bulb account you get to keep it free for life.

- 1) Use any device & open Chrome, Safari or Edge (or download the bulb iOS app).
- 2) Go to this url: **<http://bit.ly/bulbUTHHealthTX>** (it is case sensitive)
- 3) Complete the empty fields & create your bulb account.

Join the group.

- 1) Click the hamburger menu (3 lines in the upper right hand corner) and select the GROUPS menu.
- 2) Click the JOIN GROUP and enter **GROUP CODE: XHEYXD**- You will now be in the group.
- 3) You can return to this group anytime and click the CONTENT menu inside the group to see the posters created.

Leave Comments.

- 1) Go to the group & look at the projects in the CONTENT tab.
 - a) Navigate to a page you would like to comment on.
 - b) On the page, highlight a word, paragraph or an embedded media & select the blue commenting icon. This will pull up a commenting thread on the left side of your screen (If you do not see it, make sure your computer is in full screen).
 - c) Simply type your message and click the gray COMMENT button. Through this thread, you and the poster creator can enter a conversation.
 - d) To comment on a full page, scroll to the bottom of the page and type a message in the comment box. Click COMMENT when you are ready to post it.

Quick bulb glossary & resources

Profile: This is the homepage of your portfolio. The url is www.bulbapp.com/username

Collections: A way to organize pages by theme or topic. You can put pages into collections and have sub-collections.

Pages: Where work comes to life with text and multimedia. Pages can live singly on a profile or within a collection.

Groups: A private space to share content with members only.



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bulb digital portfolios