**Insert Daily Timetable/Schedule**

* Staff Share > 2020-2021 > Remote Learning > Daily Timetable
* Save Daily Timetable as a **JPEG** once edited
* Glow Blog: Click ‘ + New’ **then** ‘Post’
* Click ‘Add Media’



* Click ‘Upload Files’ **then** ‘Select Files’ (Find JPEG Daily Timetable in your saved files)



* Click ‘Insert Post Now’ (You may wish to resize this by dragging out the corners to enlarge image)

