

SETTING UP TRELLO

Trello is, by far, the best free Kanban board out there right now. In this activity we will have you sign-up for a free Trello account and then create your first Kanban board.

Instructions:

- 1. Head to <u>Trello's Website</u>
- 2. Click the "Sign Up" button
- 3. Enter the necessary details to create a new account
 - a. You will be brought to a page that says, "Welcome to Trello!"
- 4. Name your board and click the arrow to move to the next slide
- 5. Follow on screen instructions to create example lists and cards
- 6. Once you have finished the on screen prompts, you may be asked to confirm your email at the top of the screen

...and with that, you are all set to start using Kanban for your work or personal tasks!

