On World Book Timelines, you have the ability to edit timelines and create your own timelines, save those timelines to come back to later, and even share them outside of the *Timelines* site. In order to be able to do any of this, you must be logged into your My World Book account. To see if you are, look up in the top right corner. If you don’t see your user name and instead see a “login” button, that means you’re not yet logged in and must do so before you can continue. Once you’re logged in, you’ll see your username and that means you’re ready to edit, create, and, most importantly, save timelines.

Whether you create a timeline from scratch or edit an existing timeline, the timeline viewer and save and share functionalities remain the same. You can edit your timelines, editing existing events, color coding them, adding media, adding your own events to the timeline, and so on. To save all of the edits that you’ve made, use the save icon in the top right corner.

You’ll have three save options. First, you can save externally to Microsoft One Drive. You can save just on the *Timelines* site to My Timelines. Or you can save to a My Research project. If you save to My Research project, it will also save it here on the *Timelines* site in that My Timelines folder as well.

Once you save your timeline, you’ll get a unique timeline ID in the URL of the timeline. This allows you to share the timeline out to any external site, via email, through any learning management system, and so on. We are also integrated with Google Classroom. So from the Share button in the top-right corner, you can directly share to Google Classroom. You’ll see the Google Classroom window pop-up over top. You can select your class and your assignment to submit to. Or if you’re a teacher, you can create an assignment or share material this way as well.

To come back to any timelines that you’ve saved, you’ll go to My Timelines up at the top and you can see all the timelines that you’ve edited and saved, whether they were World Book created or created by you.