



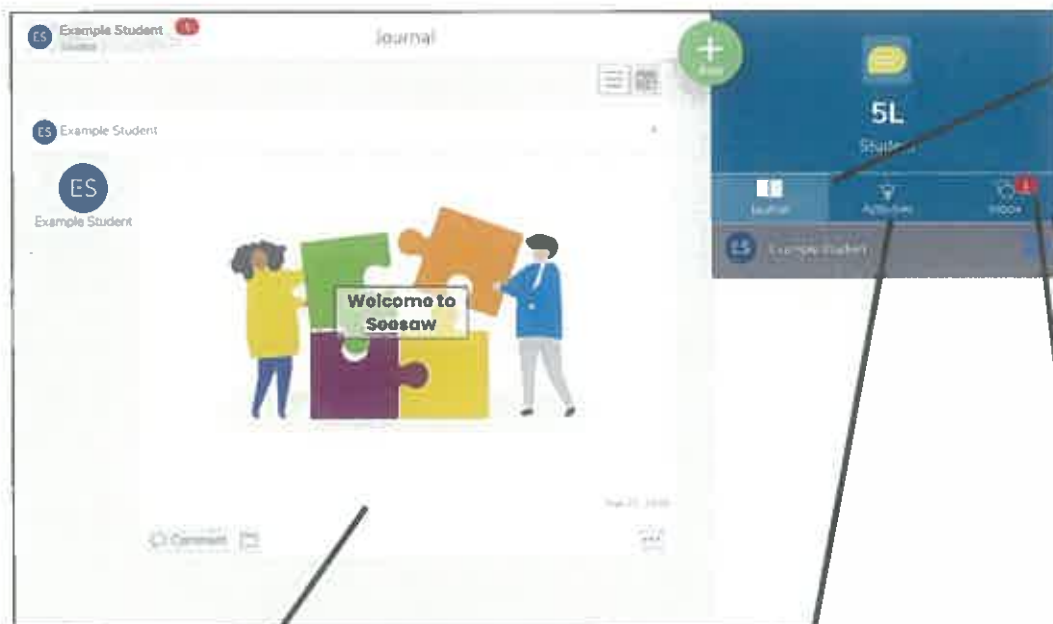
## HOW DOES MY CHILD GET ACCESS TO SEESAW?

Your child can access Seesaw from a computer or any device that connects to the internet.

- If your child is using a computer, go to the internet and type in the URL: <https://app.seesaw.me>
- If your child is using an iPad or android device, download the Seesaw class app. Please note, the Seesaw Family app is different to the class app. Your child should be using the class app.



## THIS WILL BE YOUR CHILD'S VIEW:



**This is the Journal Tab**  
Your child should watch for posts from their teacher in the journal. They should watch for work that gets commented on with feedback

**Inbox**  
Your child should watch for notifications here. It's like email but only the teacher is able to message parents and kids. Kids cannot message teachers or other kids due to privacy. If the teacher sends a message to the student, it will show up under inbox in the messages tab.

**The Journal**  
Think of this part of the screen as your child's news feed.  
Your child should scroll through and see if their teacher has posted something here.  
Teachers will comment on posts here. It is important that your child checks for comments and uses it as a tool to communicate back and forth with the teacher.  
Students can also post questions here by using the green + Add button.

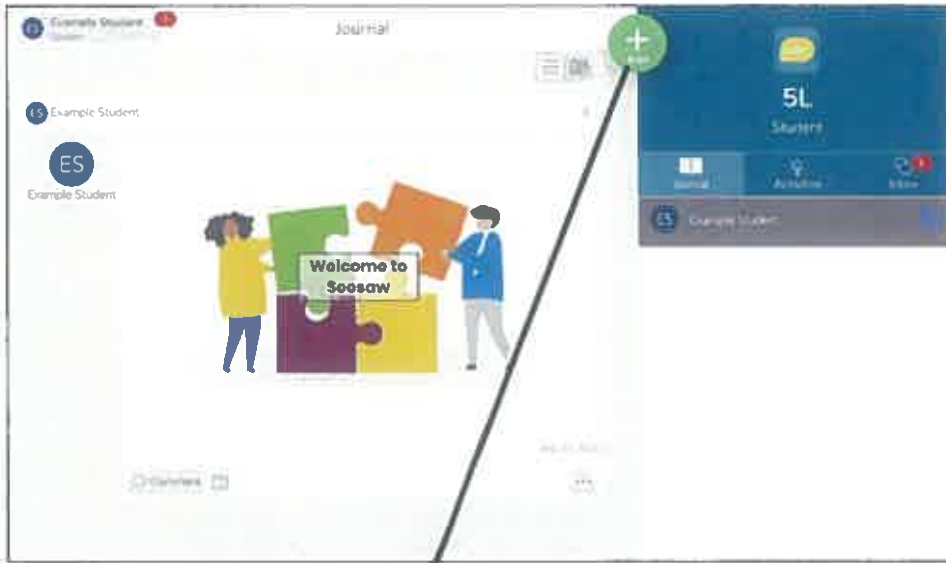
**Activities Tab**  
Your child should look here for any resources or activities that the teachers posts.  
Students should look here regularly for tasks to complete.

**Notifications**  
Your child should pay attention to the red dots located above the activities, inbox or journal.  
This will be their visual that they have things to do, look at and/or a comment or message to read.



# OVERVIEW OF SEESAW FOR PARENTS AND CARERS

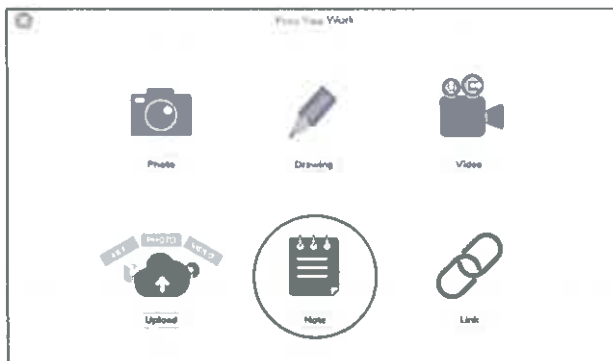
**HOW DOES MY CHILD POST A QUESTION TO THEIR TEACHER?**



1. Hit the + Add button



2. Click the note button on this screen



3. Type note or question



4. Click the green tick in the right-hand corner to submit to your teacher



5. Watch in the comments for answers from your teacher!



## THE TEACHER HAS ASKED FOR MY CHILD'S WORK TO BE POSTED ON THEIR STUDENT JOURNAL. HOW DOES MY CHILD POST THEIR WORK TO THE JOURNAL?



### Adding to the journal

To post to the journal, hit the green + Add button



You can post different types of learning to the journal, depending on what the teacher has asked for.

When you hit the + Add button, you will see six options.

### Photo

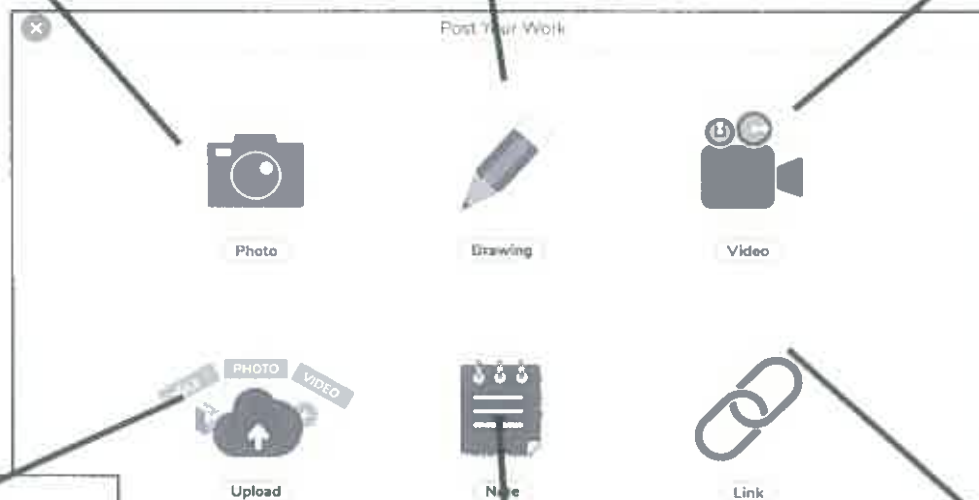
If the teacher asks you to take a photo of your work to upload, use the photo option.

### Drawing

If the teacher asks you to draw or annotate your work, use the drawing option.

### Video

If the teacher asks you to record a video of your work to upload, use the video option.



### Upload

If you have already taken a photo or video of your work, or have saved a file to your computer, use the upload option.

### Note

If you are asked to type something or want to ask the teacher a question, use the note option.

### Link

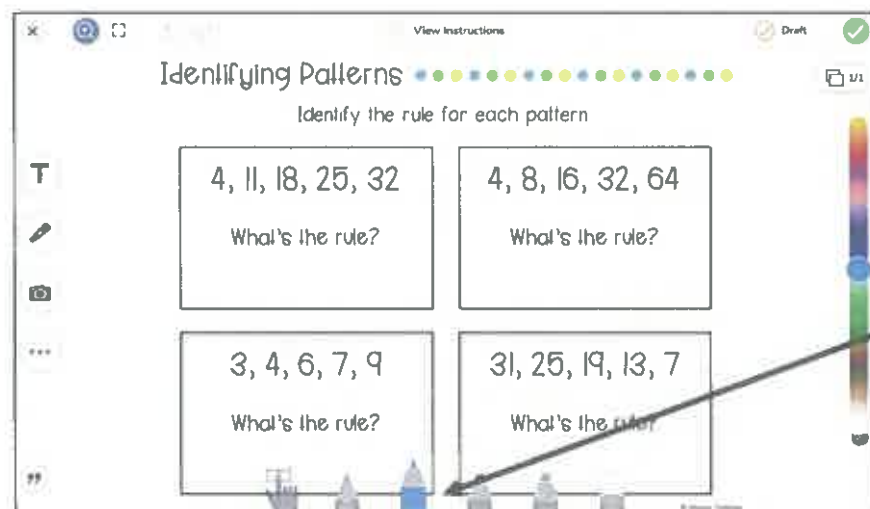
If you have a link to a website that you would like to share with the teacher, use the link option.

To finish: Click the green tick in the right-hand corner to submit to your teacher





## HOW DOES MY CHILD COMPLETE AN ACTIVITY FROM THE ACTIVITIES TAB?



### Completing an Activity

- Click on the Activities Tab



- On the main page, you will see the activities that have been assigned by the teacher. Your child can scroll through and complete the assigned activities. Your child should read the instructions for the activity before commencing.

- Each activity has an Add response button



To complete the activity, your child will need to click this button. Seesaw will automatically open this activity.

Your child will be able to re-read the instructions again by clicking on the View Instructions button at the top of the activity.

In order to complete the activity, your child can select text, recording, photo or drawing tools, depending on what is required for the task.

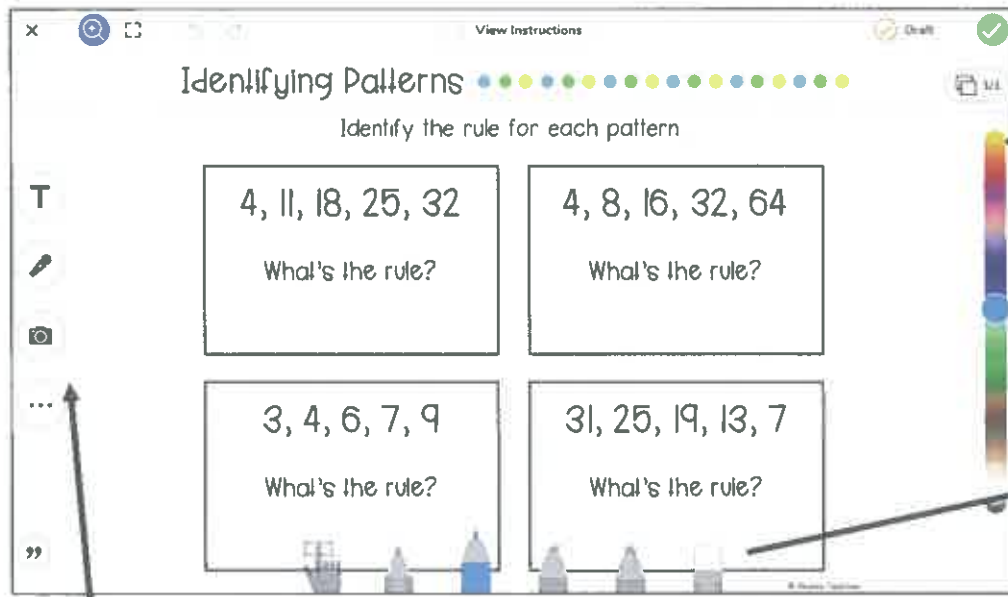
- Once your child has completed the activity, they can submit it by

clicking the green tick.

- After your child has submitted their work, they will still be able to edit and review their work, if needed, by clicking on the three dots underneath their work and selecting edit item.



## WHAT DO THESE ICONS MEAN?



**Colour Bar**  
This colour bar can change the colour of the pens and can also change the colour of the text that has been typed.

**Pen Tools**  
These tools provide different options to write or draw with. There is a pencil, marker, highlighter, magic pen and an eraser.

	This tool is for typing text onto your child's activity or journal. After typing, your child can click on the box that was typed and three dots will appear. These can be used to change the font style, the order, to lock it in place, to duplicate or to delete the text.
	This is the voice recording feature. It will give a countdown of 3-2-1 and then your child can begin to record their voice.
	This is the camera tool. This is used to take a picture. Your child may be asked to take a photo of work or a completed task. It is important that when your child takes a picture, they hold the camera steady so it takes a clear picture.
	This icon allows your child to select shapes or change the background colour of their work.
	This icon allows your child to place a typed caption or voice caption to accompany their work.