

















<p>1. Web address- web.seesaw.me or Google Seesaw</p> 	<p>2. Log in using QR code to scan or written log in that has been provided</p> 
<p>3. You will access you child's journal. Here you can see their work.</p> 	<p>4. To post work that you have taken a picture of/recorded, click on the green plus sign.</p> 
<p>5. To take a picture of work, select photo or you can upload from you camera roll if you have taken the picture already by selecting upload.</p> 	<p>6. To access activities set by the teacher, click activities.</p> 
<p>7. Instructions should be provided. Follow carefully as they will guide you through the task. To complete click 'Add Response'</p> 	<p>8. Once in the task, you can get a reminder of instructions by clicking 'View Instructions'</p>  
<p>9. When task is complete, click the tick to submit work. You may need select a folder e.g Literacy, Numeracy</p> 	<p>10. Voice instructions may also have been recorded by the teacher.</p> 
<p>11. Your teacher may also send messages with instructions. You can check these by clicking 'Messages'.</p> 	<p>12. To log out, click your child's name on the top left of the screen. Then click sign out.</p>  

13. Once activities are complete the teacher must approve them. You may receive a comment back. If an error needs fixed you can select the 3 dots.



14. To edit an activity you have already submitted, select 'Edit Item'. Once complete, select the green tick.

