Parents Guide for Seesaw September 2020

We will be using Seesaw to share what is happening in our classroom throughout this year. It will also be used **to set some homework tasks** and **share important information and reminders**. You can also like and comment on your child's work. When there are new Seesaw posts, you will be notified via app notification. **You will only get notifications about your own child's items.**

At this point Seesaw will be used for information and learning purposes only, staff will not respond to external messages from parents/carers sent through Seesaw. All communication continues to be carried out via the school office. A guide to using Seesaw is included below.

What does the Seesaw interface look like?

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. Under each post a child can comment or 'heart', same as 'like' on Facebook'. Your child's teacher will provide feedback to your child as a comment. Comments can be used as a tool to communicate back and forth.
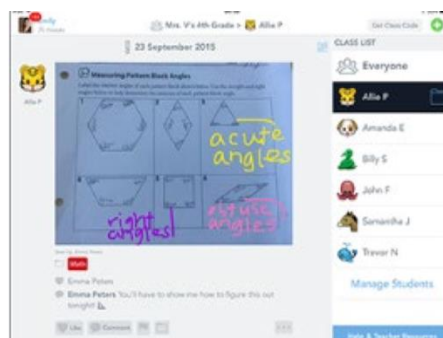
Journals aren't public on the web and information is never shared with third parties.
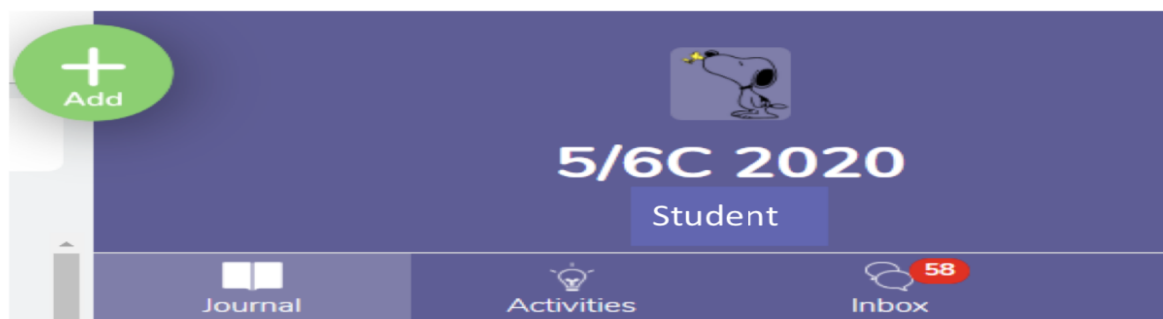
This is the Journal Tab

Your child should watch for posts from their teachers in the journal. They should watch for work that gets sent back to them for corrections. Students can also post questions here by using the green Add button.

This is the Activities Tab

Your child should look here for videos that are recorded and posted in this tab. Daily assignments/learning tasks (called activities) are posted in this tab.

Inbox

Your child's teacher could use this tab as a one way email to your child to send a message , however most communication will be via the Journal as this is two way communication..

Notifications

Your child should look for the red dots located above the Journal, Activities or Inbox. This will be their visual cue that they have things to do, look at, and/ or a comment or message to read.

T	This tool is for typing text on their activity or journal. After typing- you can click on the box that was typed – three dots appear and these can be used to change the font style, the order, to lock it in place, to duplicate, and to delete the text.
🎤	This is a recording feature. It will give the student a countdown of 3-2-1 and then they should start to record themselves if needed.
📷	Camera tool. This is used to take a picture. Students may be asked to take a photo of work or of a completed project. It's important that when student take pictures, they should hold the camera steady so it's a clear picture. The teacher may ask the student to retake the picture if it is blurry.
•••	When a student clicks on this- it allows them to pick shapes or background colour.
🙶	The quotation mark in the bottom allows students to place a caption or add a voice caption.
Pens at bottom	The pens at the bottom of screen are for writing. First is a pencil, then a marker, then a highlighter, a magic pen, and finally an eraser.

All assigned **activities will** appear in the **Activities** tab in **Seesaw**.
Students will tap the **Activities** tab to see new **activities**.
All **student** responses **will** be stored with **their** name under the **activity**.

How do students respond to an activity?

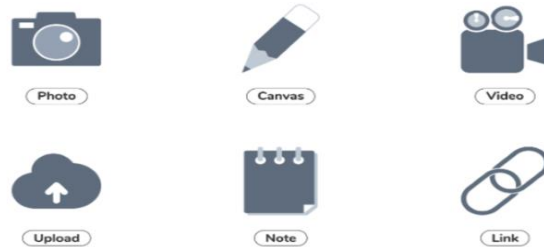1. Tap the Activities tab.

2. Tap the green +Add Response button

3. Select a creative tool for the response. (If there are audio instructions, students ca listen to them in this view, as well as during the creation and editing of the response.

Photo	Canvas	Video
Upload	Note	Link

4. Create the post then tap the green check.
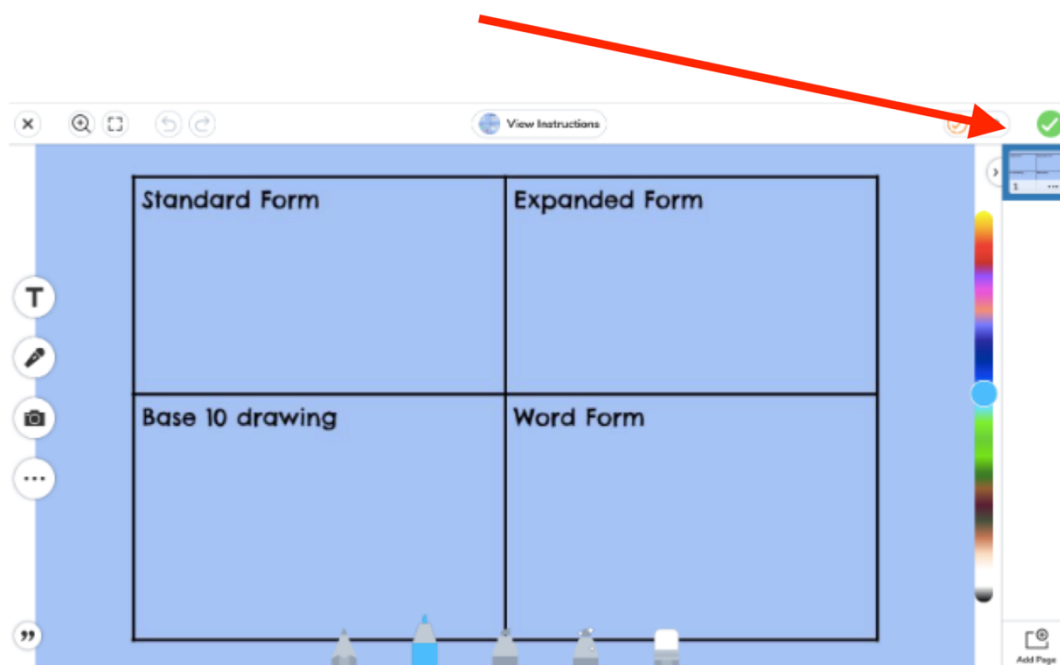
I hope that you and your child/children will enjoy using Seesaw to document and share learning this year. **By activating your child's Seesaw account, the school automatically accepts that you have provided consent for your child to use Seesaw for class and home activities.**

If you have any problems accessing Seesaw please contact your child's teacher via the school office.

Overview of Seesaw creative tools:

Seesaw Creative Tools

Expand tool- Hide or show
the tools temporarily

Check to submit

Undo & Redo

Save as a draft → Draft

Delete   Zoom

Show number of pages → 2/2

Chang colors

Duplicate Page

Delete Page

T ← Use labels to add text

3 dots to duplicate or delete a page

Use mic to record voice and screen

Photo   Video   Upload ← Use camera to take and upload a photo or a video

Shapes   Background   Link ← Use 3 dots to add shapes, change background, or upload a link

Double click a drawing tool below to adjust the size of the tool → Erase Drawing

Add pages → Add Page

Add text or voice caption

Use pencil, pen, highlighter, glowpen, or eraser to annotate and draw

Use hand to move an object or text