GUIDE TO USING SEESAW FOR REMOTE LEARNING

1. LOGGING IN

You can access Seesaw through the Seesaw Class App on tablets, or through http://app.seesaw.me/ on a laptop/desktop.

You have all received a Home Learning log in and can log in either with the text code, or the QR code provided. If you need new login information, please contact your class teacher through the class email address.

2. YOUR HOME PAGE

When you log in, if you click on 'Activities' – shown here in the yellow circle – and you will see the activities assigned to you.

The Timetable for the week will be 'pinned' at the top of the page. This is so that you can refer to it through the week and see which activities need completing on each day. The timetable will also signpost where the lessons have accompanying videos on Seesaw, and when Live lessons will be held.

3. USING THE CALENDAR OPTION
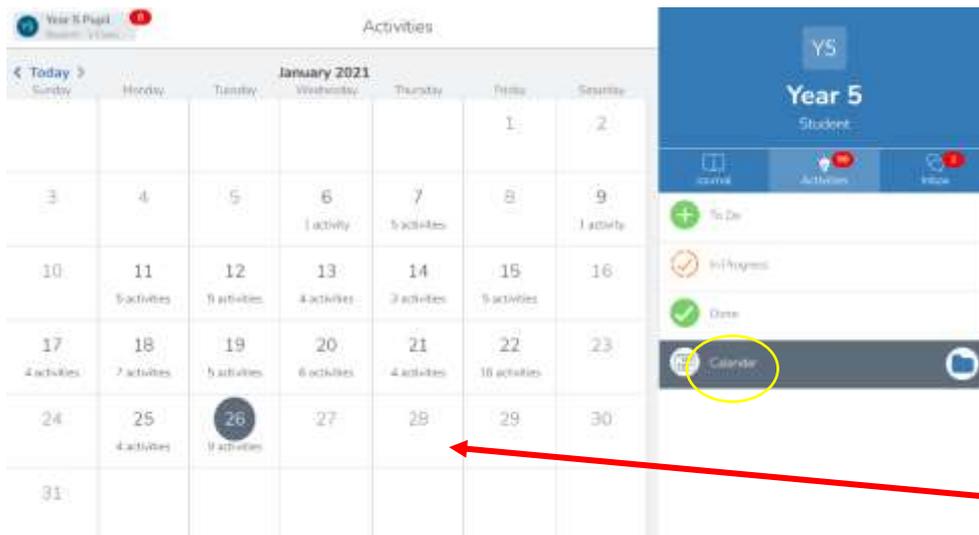
If you click on 'Calendar' – shown here in the yellow circle – you will see the activities organised by day. If you click on today's date, you'll then see all of the activities assigned for that day.

4. ADDING WORK

When you have clicked on the activity and viewed the information from your class teacher about your task, you can then add a response by clicking the green box.

This will take you to this screen, where you can choose the option for adding your response to the task.

Photo – take a photo on your device

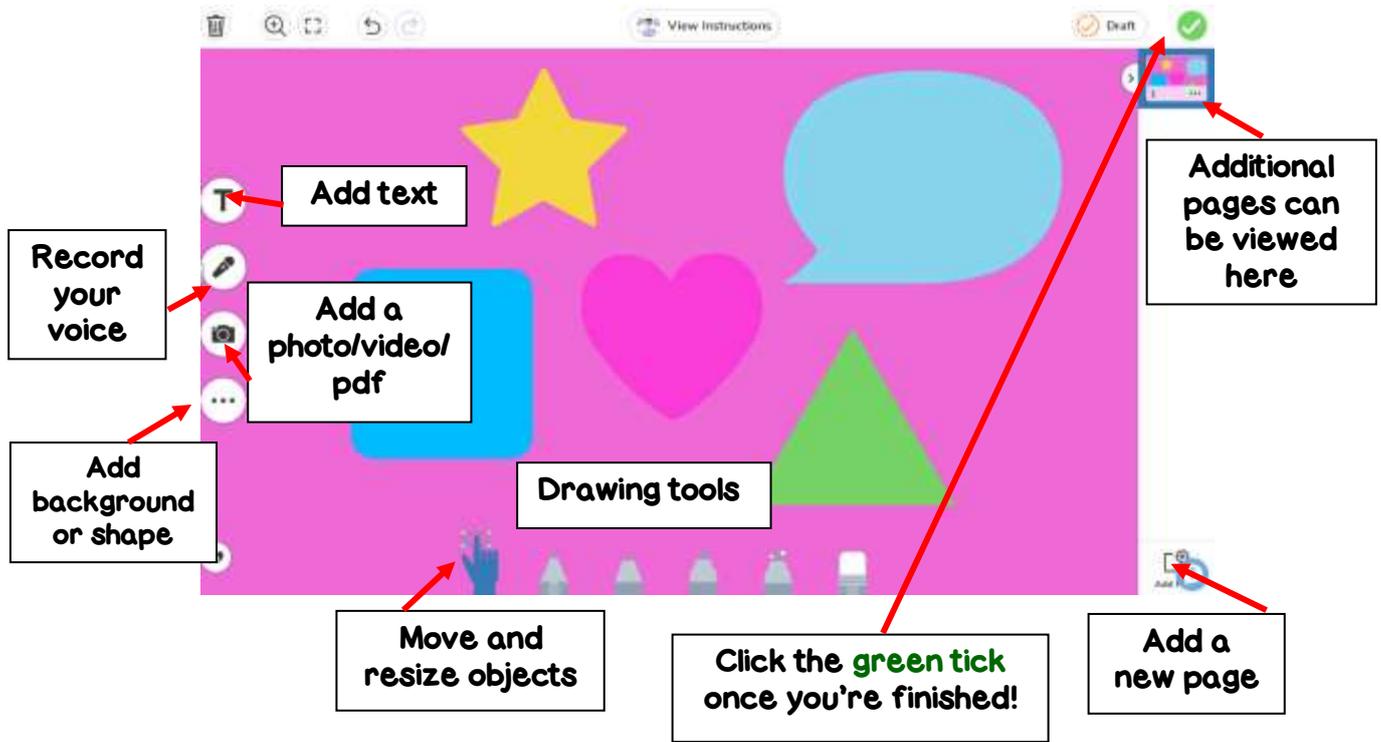**Upload** – upload a photo, video, or pdf you have already saved

Drawing – free draw your response, or add photos/text

Video – record a video on your device

Note – this is like a word document to type into

If you click **photo, drawing, video, or upload,** you can add your response and you can also use the options shown on the next page to add text or other effects to your work.

Add text

Record your voice

Add a photo/video/pdf

Add background or shape

Additional pages can be viewed here

Drawing tools

Move and resize objects

Click the green tick once you're finished!

Add a new page

5.   USING A TEMPLATE

For some tasks, your teacher will have uploaded a template for you to use. If they have, when you click 'Add Response,' the template will pop up (like the example below).

You can then click 'Edit Note' and then the green tick in the corner to upload your response.
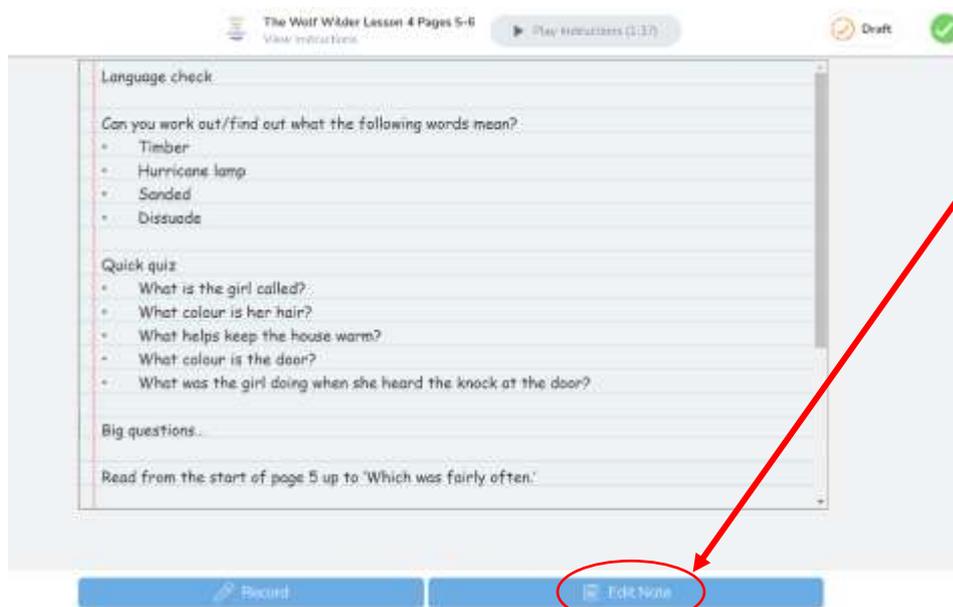
6. MESSAGES FROM YOUR TEACHER
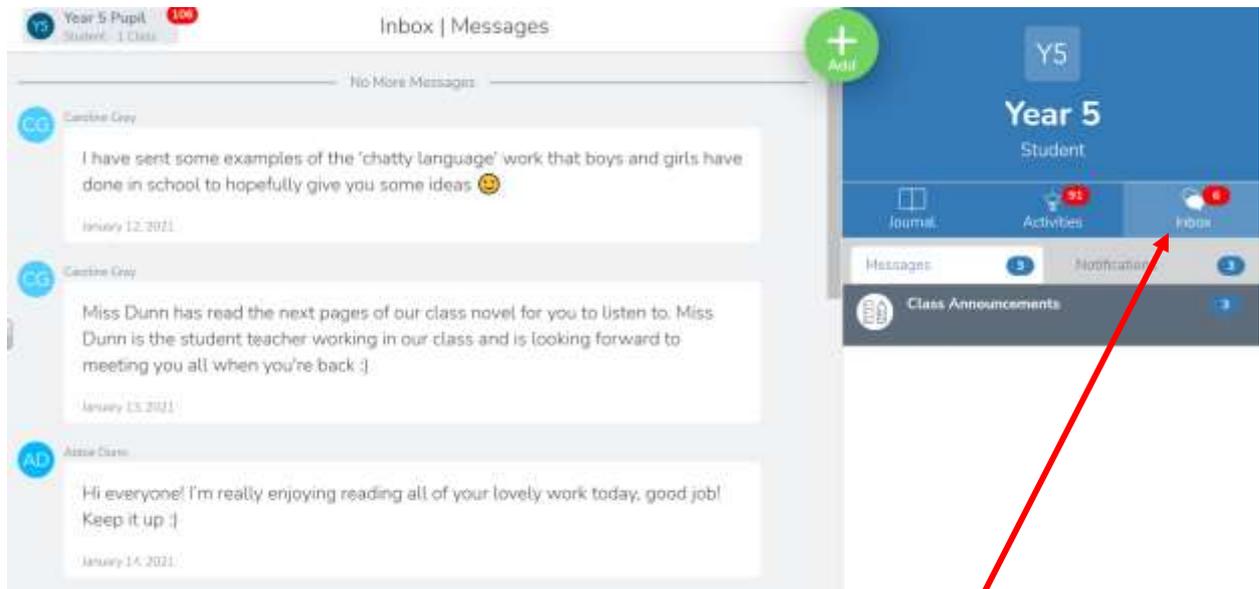
Teachers can also post messages to the class and you can find them in 'Inbox' and then Messages. The red symbol shows the number of notifications you have. Once you've read the messages, the red circle will disappear!

If your teacher gives you feedback on a task, you'll be notified here.
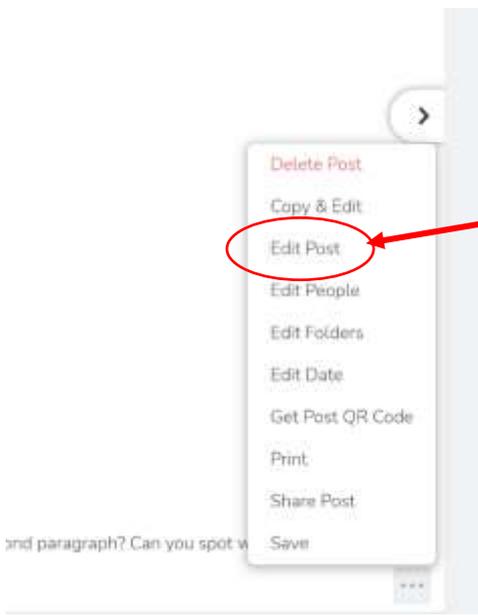
7. RESPONDING TO FEEDBACK
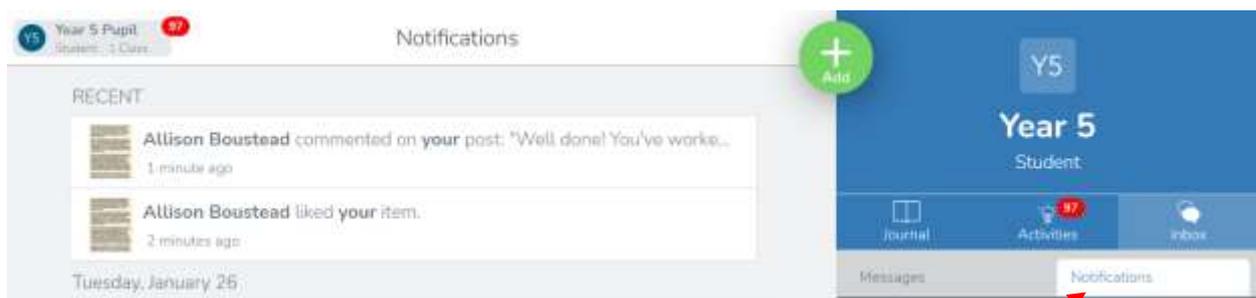
When you have uploaded your work, your teacher can give you feedback. This could be through a written comment, or a voice comment. If they've given you feedback, you'll get a notification in your Inbox, where it says Notifications.

You then need to click on the message to go back to the work that you've posted. It's important that you do this, because they might have asked you a question, or given you another task to do.

When you click on the message, it will take you back to the work you uploaded. You can then use the **Comment** button to respond to your teacher's feedback.

If you need to make changes to your original post, click the **three dots** and then click on **Edit Post**.

Delete Post

Copy & Edit

Edit Post

Edit People

Edit Folders

Edit Date

Get Post QR Code

Print

Share Post

Save

Allison Boustead Well done! You've worked so hard on this. Can you just double check your punctuation in the second paragraph? Can you spot what you've missed?

You can either type your response in the box here...

...or you can record a voice comment by clicking on the microphone here.

HAPPY SEESAWING!!