



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.

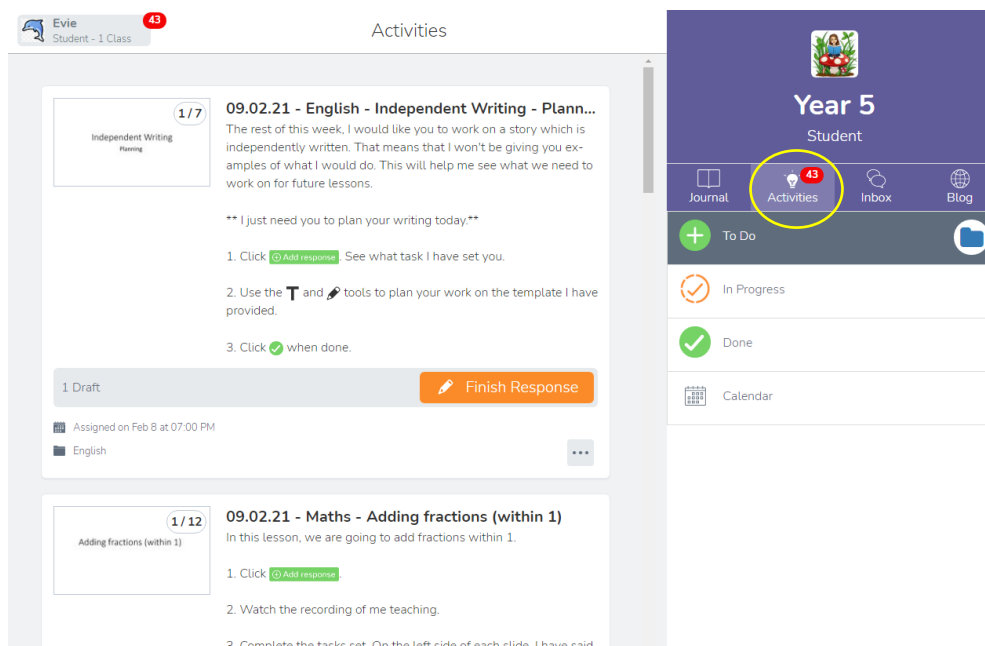
You have all received a Home Learning log in and can log in either with the text code, or the QR code provided.

If you require new login information, please email the school via hamsterley@durhamlearning.net

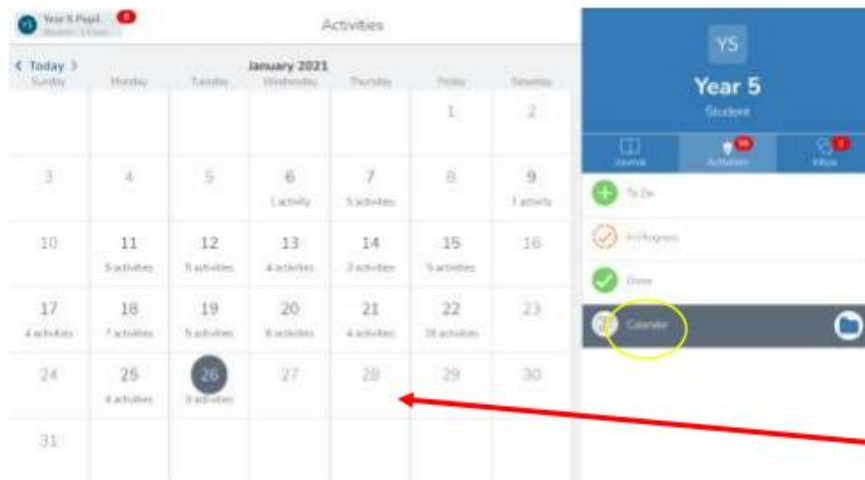


2. Your Home Page

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



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

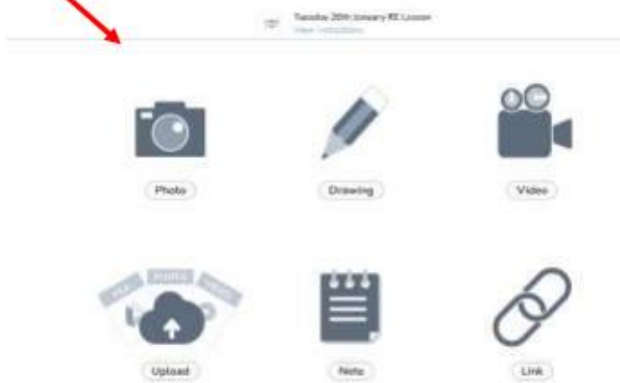


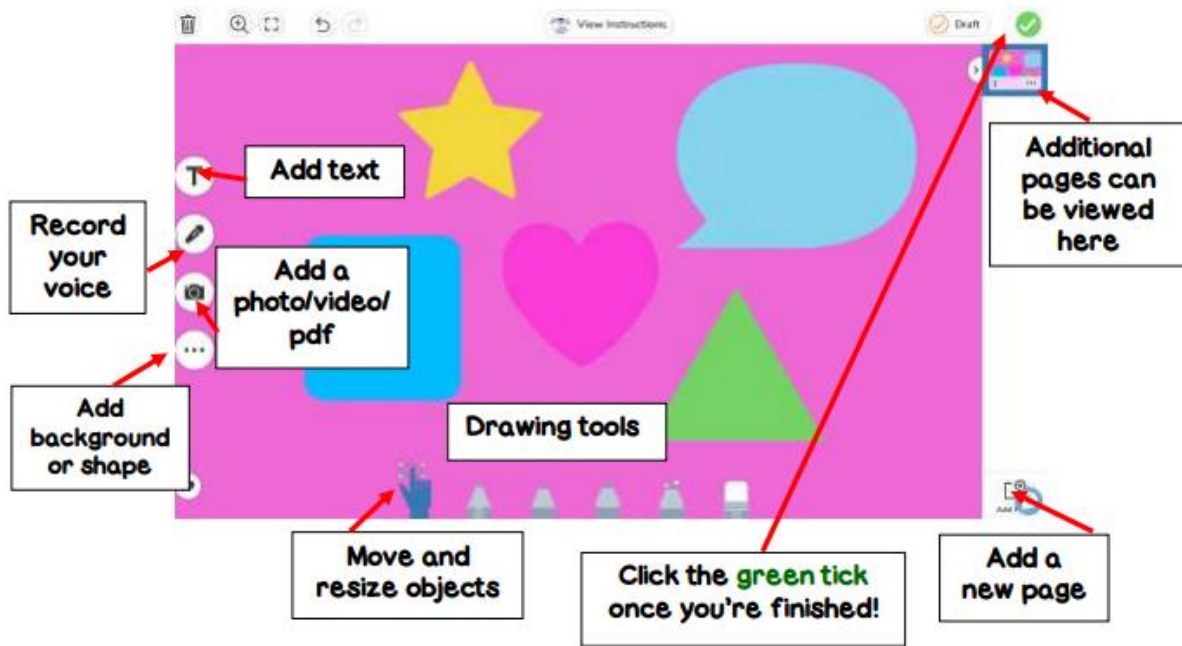
When you have clicked on the activity and viewed the information from your class teacher about your task, you can then add a response by clicking the green box.

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.

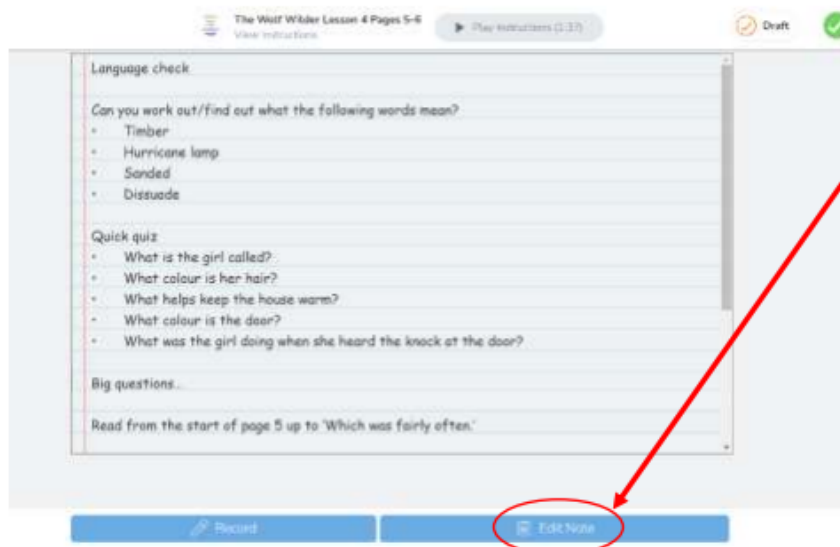




5. Using a Template

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.



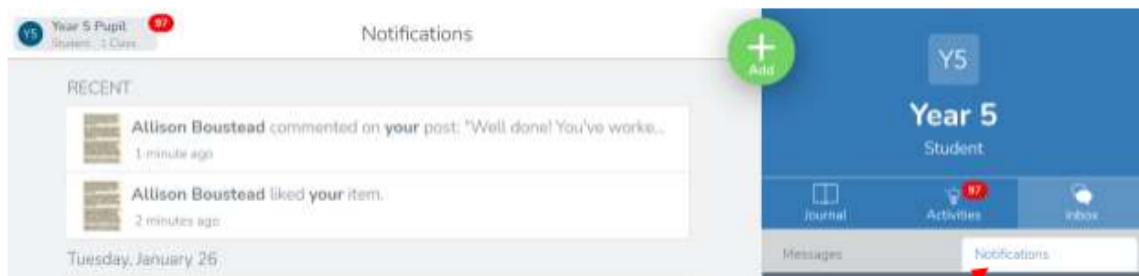
6. Messages From Your Teacher



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!

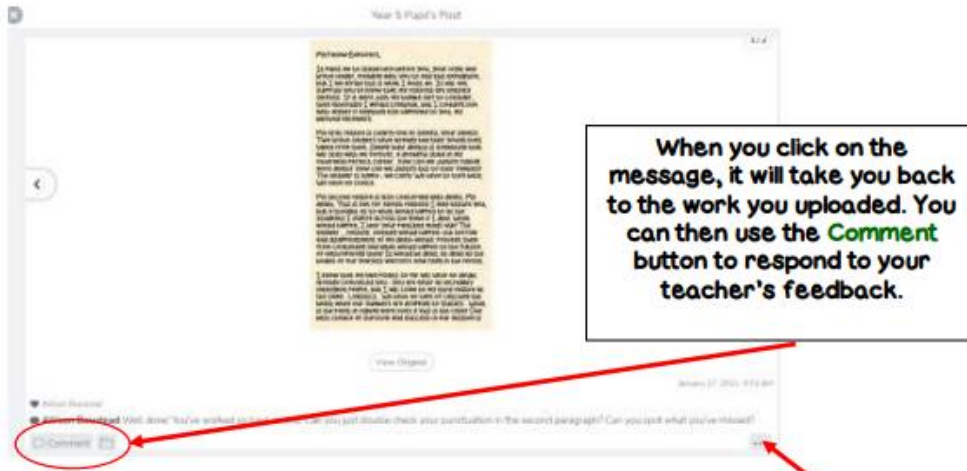
If your teacher gives you feedback on a task, you'll be notified here.

7. Responding To Feedback

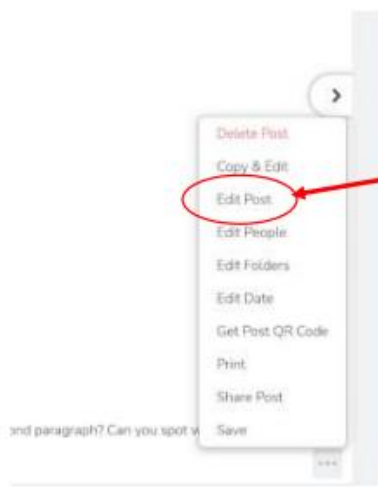


When you have uploaded your work, your teacher can give you feedback. This could be through a written comment, or a voice comment. If they've given you feedback, you'll get a notification in your **Inbox**, where it says **Notifications**.

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**.



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

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