



Digital Portfolios with Seesaw

What is Seesaw?

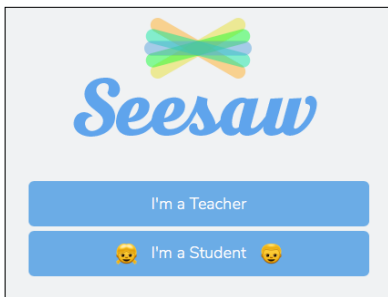
Seesaw is a website and app that allows students to share their progress and learning with classmates and families. Families can view their student's work through the Seesaw Parent app and can even download any content their child has uploaded throughout the year.

Getting Started: Creating your Teacher Account

1. From a browser: Open **web.seesaw.me**
2. Click "Sign Up Free" if you are a new user
3. Click "I'm a Teacher"
4. Follow the steps to create your teacher account.

Email: _____

PW: _____



Setting Up your Classroom

1. Once you create your account you will be asked to name your class. Students will see this name once they are in Seesaw, but will not need to type it in.

Adding Students

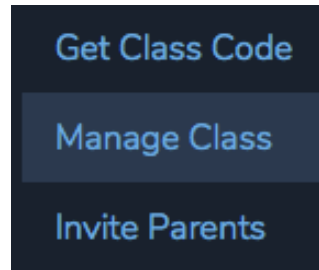
1. Next you will be prompted to add in the names of your students. They will be sorted in alphabetical order. If you would like to return to this step later, you can. (Add in an example student and continue)

Class Settings

Before sharing Seesaw with students and families, it is important to take a quick look at your class settings.

1. Log into Seesaw as a teacher, then click in the top left corner (blue circle). This will reveal your classes in a sidebar.

2. Click "Manage Class" from sidebar.



3. From Manage Class you can adjust everything from the name of your class to how students are able to sign in and upload their work. Here are the settings I recommend for new classes getting started. You can always change them anytime you would like.

Students:

STUDENTS	
Student sign in mode	Class Code - Shared Devices >
Manage students	>
Student likes and comments	>
Students can see each other's work	<input type="checkbox"/>
New items require approval	<input checked="" type="checkbox"/>
Enable item editing	<input checked="" type="checkbox"/>

Parents

PARENTS	
Enable parent access	<input checked="" type="checkbox"/>

Folders

FOLDERS	
Manage folders	>
Show add to folder step	Students & Teachers >

OTHER	
Save to camera roll	<input checked="" type="checkbox"/>

Folders

When students upload content to their portfolio, they can select the subject/folder they would like to add it to. Click **Manage Folders** to customize folder names.



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Connecting Students

Students will be able to upload their content from computers or iOS Devices using the Seesaw App. If you plan to use iPads, be sure to install the app on student devices.

Print Class Code

1. From Firefox, log into Seesaw as a teacher and click blue circle in top left corner.
2. Click "Get Class Code" from menu and print page. (You only need page 3)
3. Print enough copies for students to share (one per group table)

Uploading Content

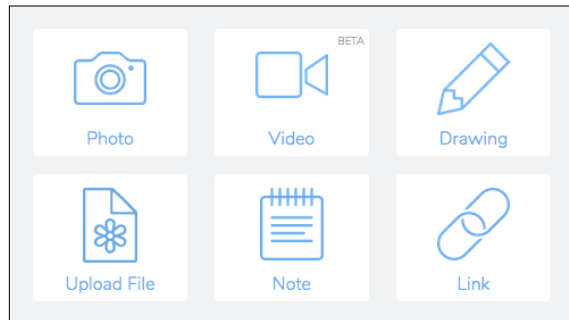
1. Have students open Seesaw App or go to Seesaw.me from their computer (Firefox)
2. If using a computer, click sign in (top right corner) from Firefox.
3. Click I'm a Student



4. Scan class code: (example code)

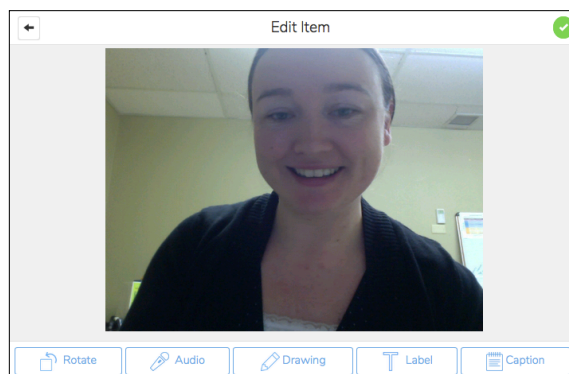


5. Adding items



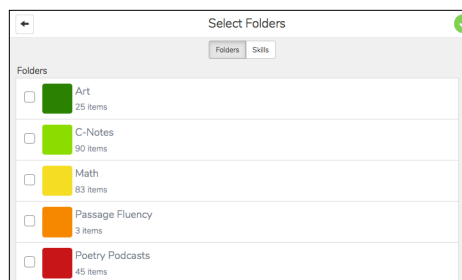
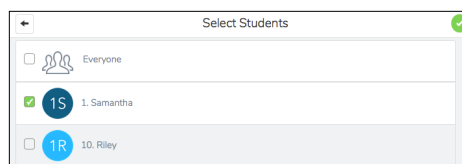
Students can upload photos, videos, drawings and more.

6. Adding Voice Recordings



After adding a photo, students can add labels, captions, drawings and audio.

7. Once they have finished, they can click the green circle with the white check.
8. Next students can select their name and folder



9. After students submit content, you can approve them by logging into seesaw and clicking "approve items".