SeeSaw Portfolio Guide

SeeSaw is a student driven digital portfolio. Students document their learning through photos, videos, drawings, text notes, links, and PDFs. Student work is uploaded, organized and available to the teachers from any device. Teachers are always in control: New student work must be approved. Parents are invited via email and app notifications to receive real time updates about their student’s learning. ~ From iTunes Store https://goo.gl/S2keot

Setting up the Classroom

1. Register as a Teacher at http://app.seesaw.me and add the name of your first class
2. Follow the prompts and enter your students’ first names. [Protect student identity by using only first names.]
3. Choose a sign in option for your students by going to Your Profile Icon > Manage Class [top left]
   a. Class Code - Classroom Sign In For shared devices
      Students sign in using the QR Class Code or Text Class Code. Students choose their name from the class list to add items to their journal. Works for all tech setups. Best for shared student devices.
   b. Google Account Sign In For students with existing Google Accounts
      Students sign in with their Google Account and join the class with a Join Code. After that, they are linked to the class. This mode requires existing Google Accounts for students. We recommend this mode only for students who know their Google Account username and password.
   c. More on Student Sign in Options at help.seesaw.me

Customize + Manage Your Classroom

Go to Your Profile Icon > Manage Class to customize your class

Under Class Settings
- Will you add another teacher account [Co-Teaching situation]

Under Students
Decide if you will allow:
- Student to post likes and comments on other students' journals?
- Students to see each other’s work?
- New items require approval?
- Enable item editing?
Invite Students to SeeSaw

1. Find Get Class Code in the top right corner and select one Sign in Mode:

2. Once you print or display the QR Code, students will login to SeeSaw on their device by selecting I’m a Student. They will scan the code using the built in QR Code Reader or select Sign in with a temporary class code.

3. After students login, they will have six different options to share their learning to the SeeSaw Portfolio. For an easy way to begin, have students use the Photo tool and take a picture of a drawing, writing, or artwork sample and use the microphone to explain their understanding. Almost all the tools (Photo, Drawing, Camera Roll, Note, + Link) include the option for students to record narration or add text.

4. When finished, student click the green checkmark and will then select their name from the list of students to add to their personal journal.

For more SeeSaw Help + Teacher Resources, go to: http://help.seesaw.me

Options:
- Select more than 1 student for group work assignments.
- Select the subject folder, if the teacher has set up folders.
Teacher Approval of Student Work
If the teacher has turned ON the New items require approval in the Manage Class Settings, s/he will receive notifications of Unapproved Items. The Teacher Profile (top left) will indicate the number of notifications for pending approvals.

Parent Invitations
Invite parents to set up a SeeSaw account so they can view their student’s work in real time. Viewing student work is available via browser, iOS, and Android devices. Parents will only have access to their students’ work. Send parents a customized handout that invites them to sign up.

To Get Parent Invite Handouts:
1. Select the Teacher Profile on the left
2. Select Manage Class
3. Scroll down to the Parents section
4. Check to ensure that Enable parent access is turned ON.
5. Select Invite Parents and your method of invitation either by:
   a. Invite Handout
   b. Invite Email