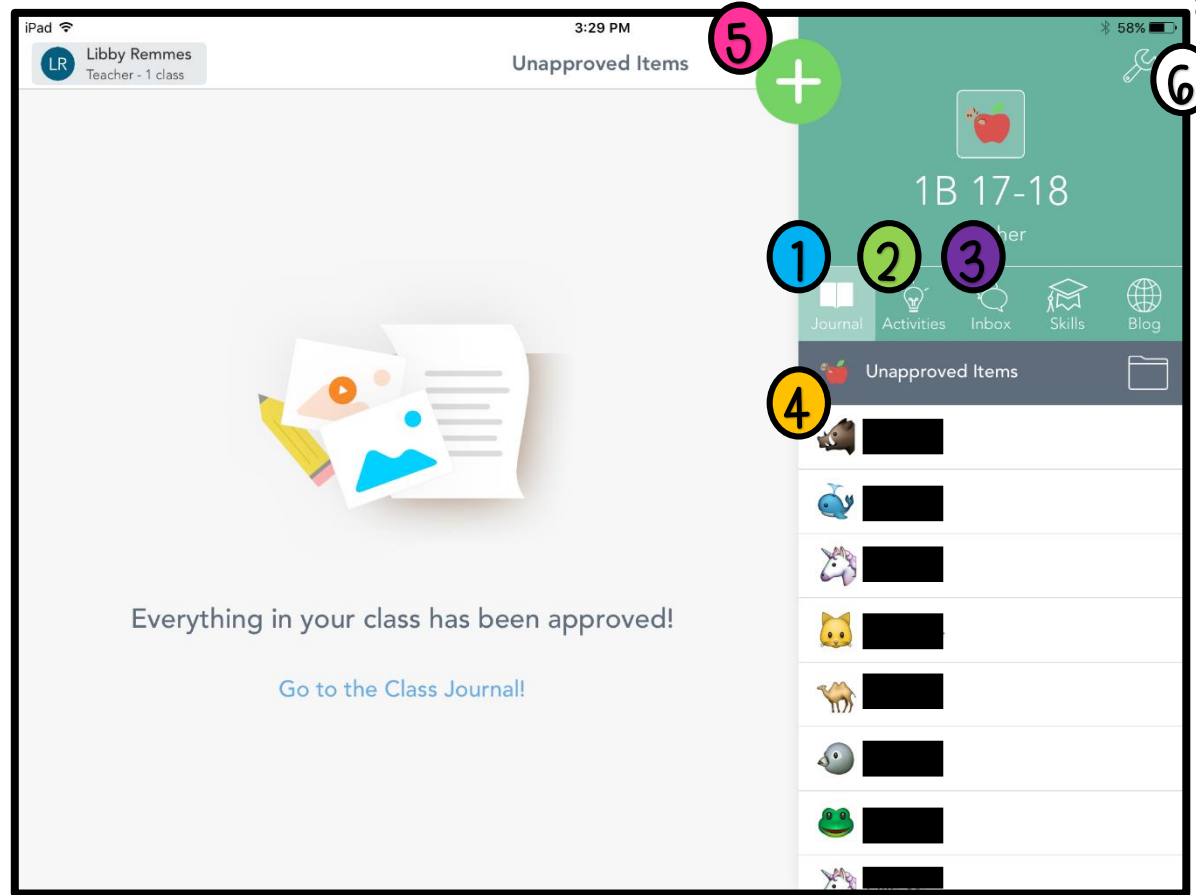# ✦Seesaw 101✦

1 The 'journal' is where the student work is kept. The teacher can view a 'class journal' or an individual student's journal.

2 A teacher can create an assignment for students to complete by tapping 'Activities.'

3 In the Inbox, you can view student submissions that need to be approved as well as parent comments.

4 Students will be listed by name. Each will be assigned an animal to help them identify their account.
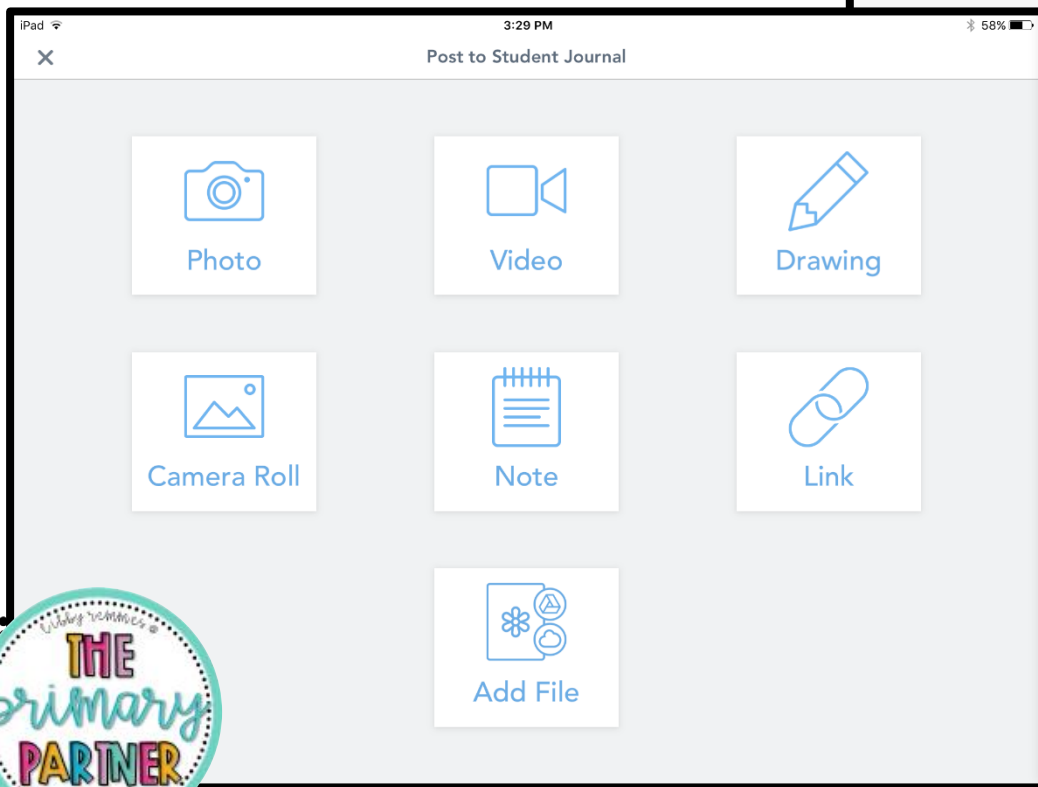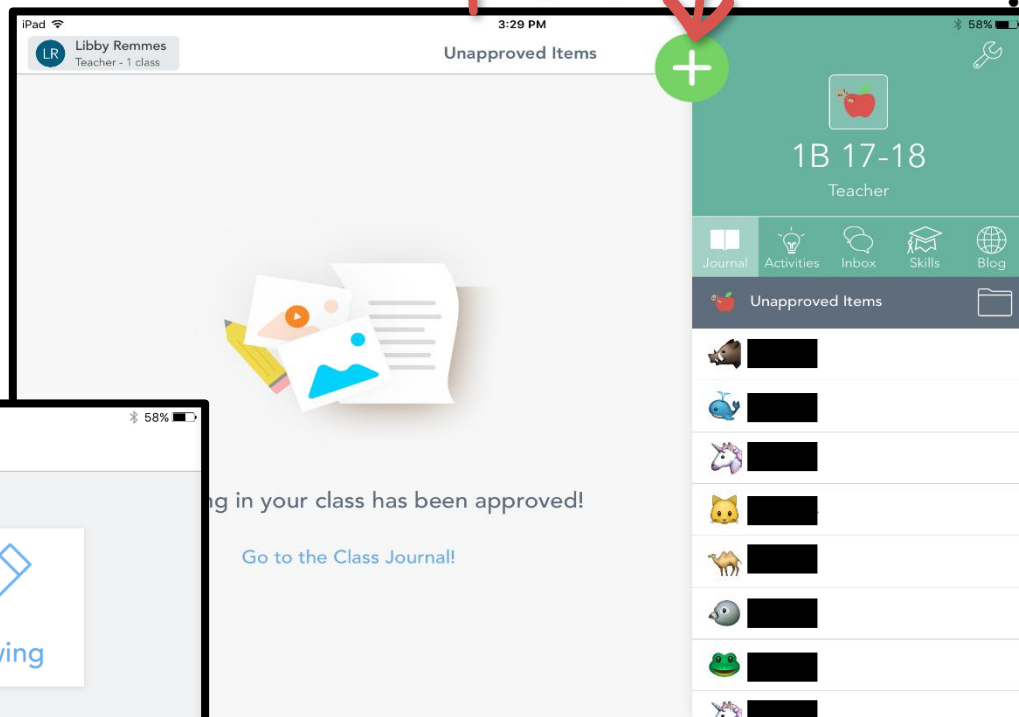
iPad 📶   3:29 PM   ❋ 58% 🔋

LR Libby Remmes
Teacher - 1 class

Unapproved Items

5 ➕

6 🔧

🍎
1B 17-18
...her

1 📖 Journal   **2** 💡 Activities   **3** 💬 Inbox   🎓 Skills   🌐 Blog

🍎 Unapproved Items 📁

4

Everything in your class has been approved!

Go to the Class Journal!

5 In student view, a student can tap this green plus sign to create a submission.

6 Within the settings, a teacher can manage family accounts, viewing options, students, etc.

Seesaw 101

After a student taps the green plus sign, they can create a submission. They will see the screen below.

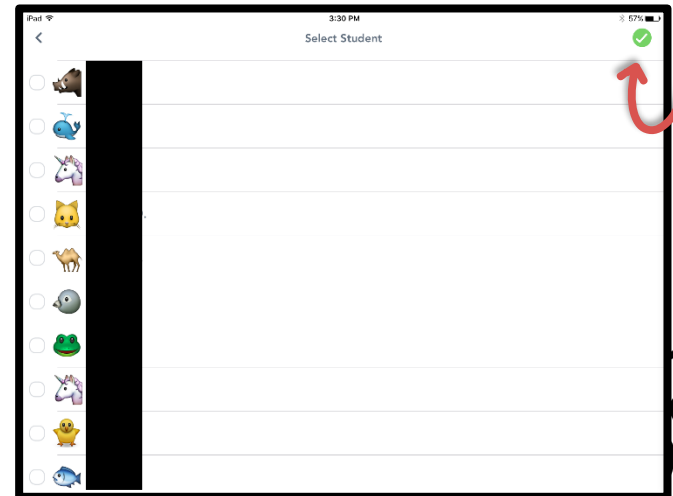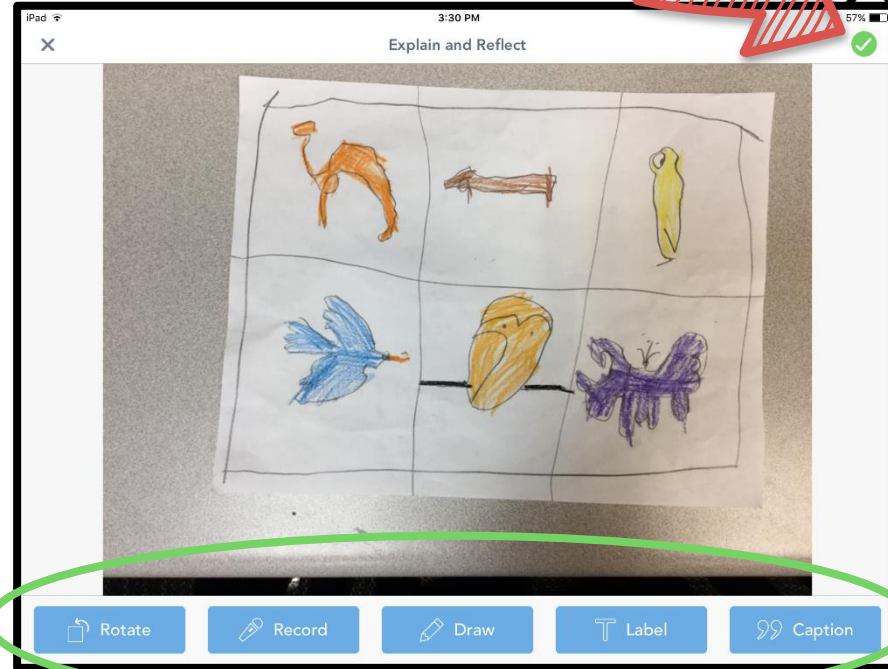They can choose any of these options by tapping them.

Post to Student Journal

- Photo
- Video
- Drawing
- Camera Roll
- Note
- Link
- Add File

Seesaw 101

Student Example:
(Photo)

After taking a photo of their work, students can add an audio recording, a drawing, labels, or a caption before submitting their work.

When they are finished, they can tap the green check mark in the corner. Any additions that were made will be submitted along with the photo.

Then, students can choose their name from a list. If it is a group project, they can choose more than one name. After that, they have to tap the green check mark again in order to submit their work.
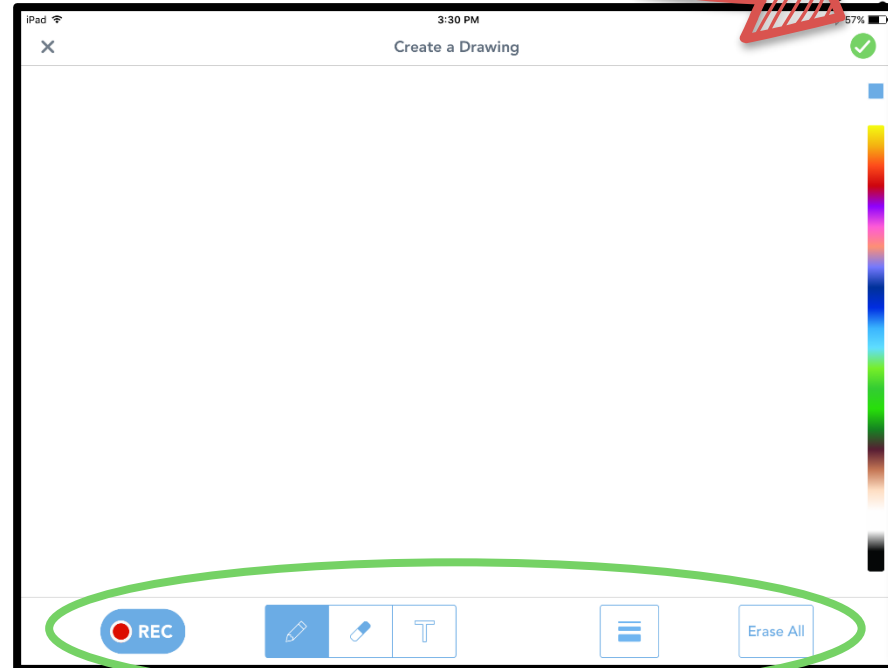
Seesaw 101

Student Example: (Draw)

Students may choose to draw a submission. In addition to drawing, they can record their voice as they draw. Tools are located at the bottom of the screen.

When they are finished, they can tap the green check mark in the corner. Any additions that were made will be submitted along with the drawing.

Then, students can choose their name from a list. If it is a group project, they can choose more than one name. After that, they have to tap the green check mark again in order to submit their work.
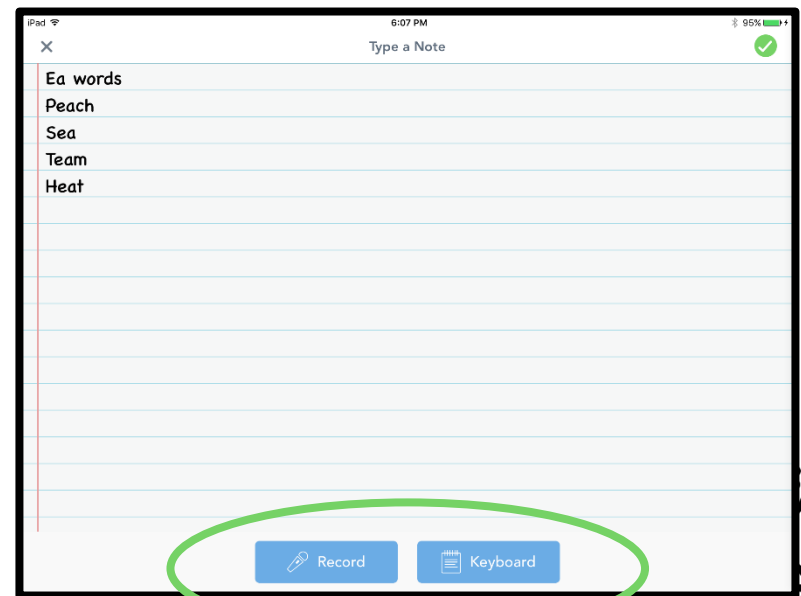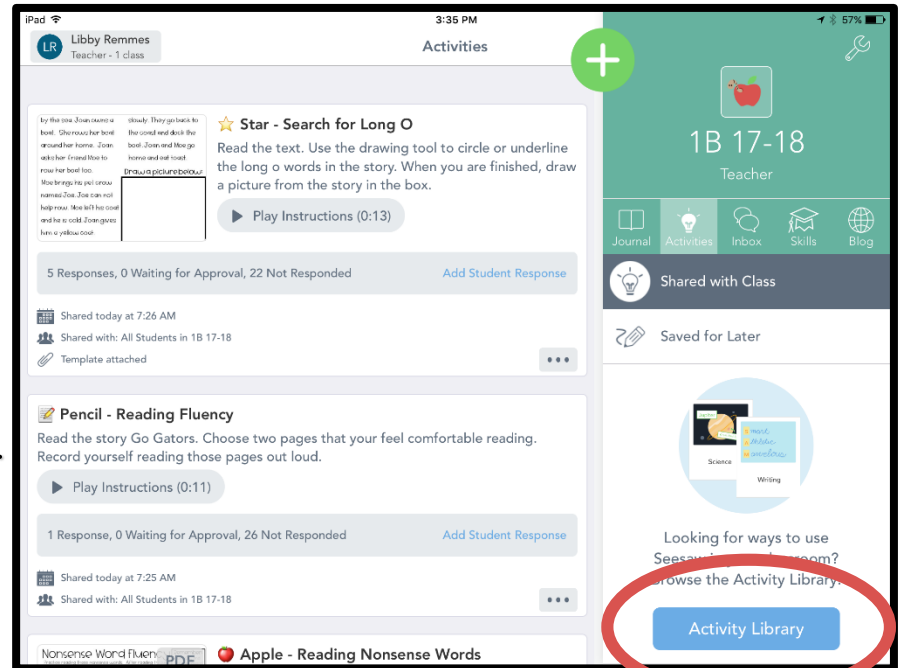
iPad 🔋   3:30 PM   57% 🔋
✕   Create a Drawing   ✓

● REC   ✏️ 🖊️ T   ☰   Erase All

iPad 🔋   3:30 PM   57% 🔋
‹   Select Student   ✓

Seesaw 101

Student Example:
(Note)

Students may choose to type a submission. In addition to typing, they can record their voice as they draw. Tools are located at the bottom of the screen.

When they are finished, they can tap the green check mark in the corner. Any additions that were made will be submitted along with the note.

Then, students can choose their name from a list. If it is a group project, they can choose more than one name. After that, they have to tap the green check mark again in order to submit their work.

iPad
3:30 PM
57%
Type a Note

Q W E R T Y U I O P
A S D F G H J K L return
Z X C V B N M
.?123 .?123

iPad
6:07 PM
95%
Type a Note

Ea words
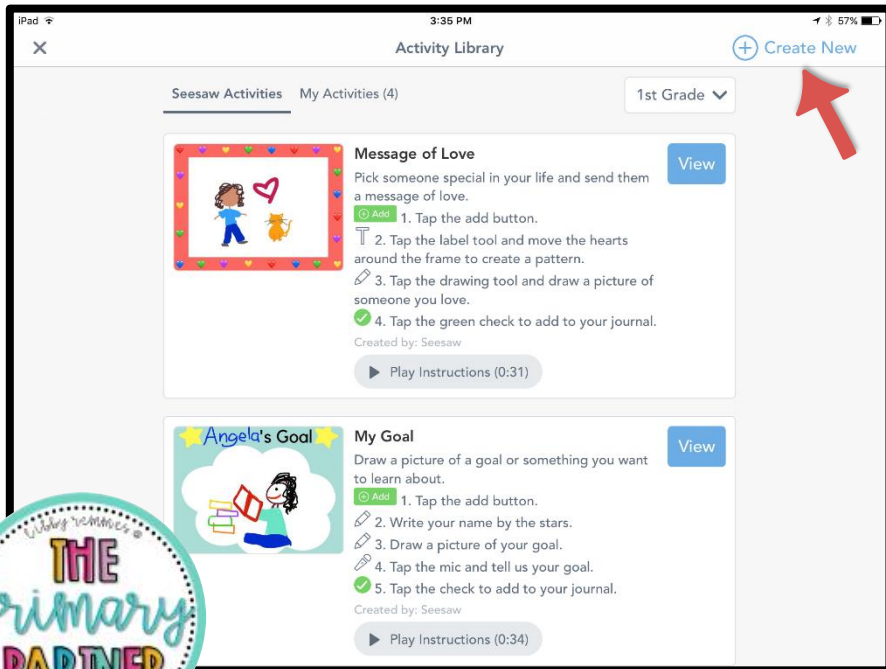Peach
Sea
Team
Heat

Record   Keyboard

Seesaw 101

Activities

A teacher can create assignments for students to complete via Activities. Previously assigned activities will stay here. To assign a new activity, tap the Activity Library.

You can then choose from premade activities by Seesaw or you can make up your own by tapping 'Create New."

THE primary PARTNER

Seesaw 101

Activities

If you choose to create your own activity, this is what your screen will look like. You can give the assignment a title and provide instructions. If you wish to include oral instructions, tap here. You can also add an example.

If you want to provide a template, tap 'Add template for students to edit.' You can add a variety of things as a template. The screen will look like this.
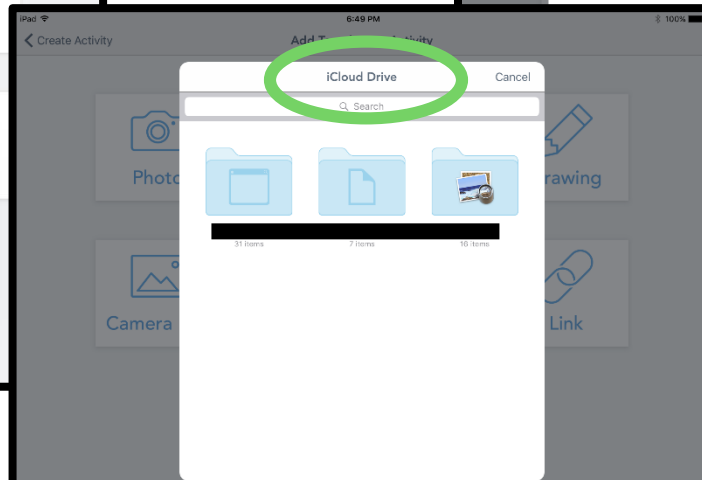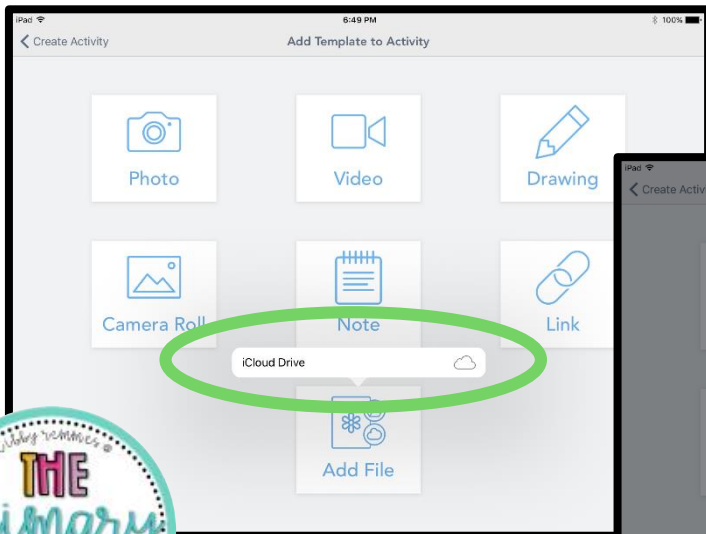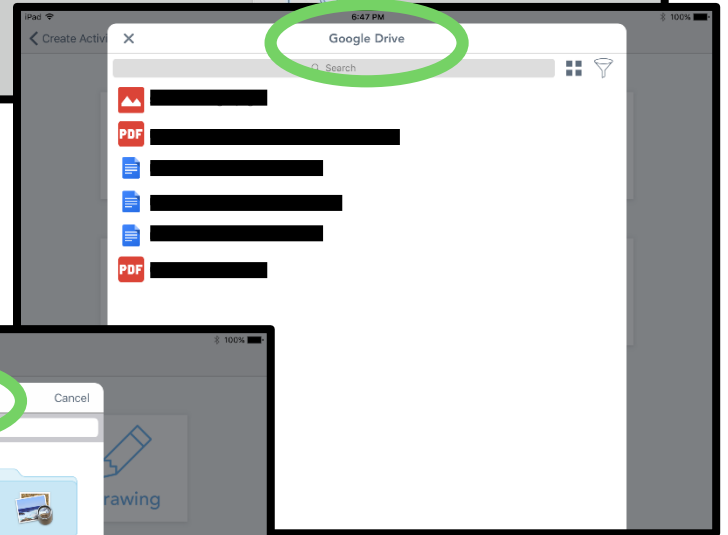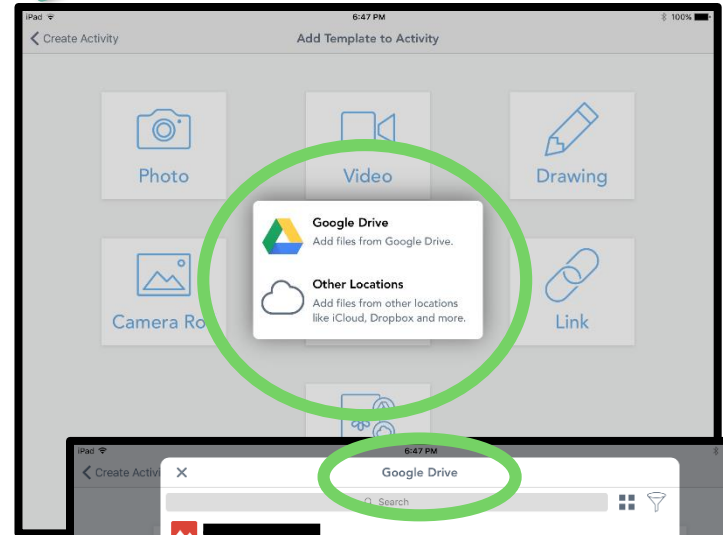

Note: If you want students to fill out a worksheet or interact with a text, it is best to choose 'Add File.' If you would like students to draw on the file, it must be uploaded as a picture (PNG or JPEG).

The Primary Partner

Photo   Video   Drawing

Camera Roll   Note   Link

Add File

Seesaw 101
Activities

If you chose Add File as a template, you will see the following screen. You can choose to upload the image from Google Drive (on the right) or iCloud (below). You need to have the file uploaded to either of these places in order to access it via Seesaw.
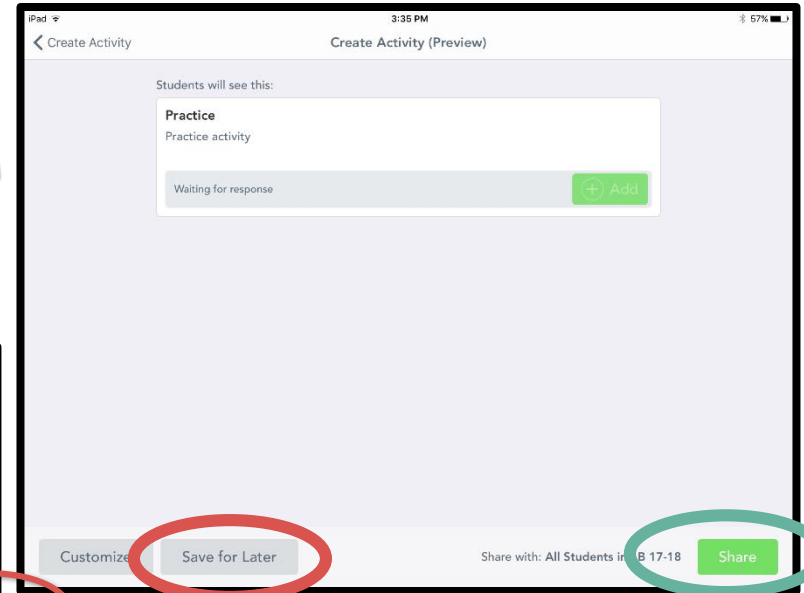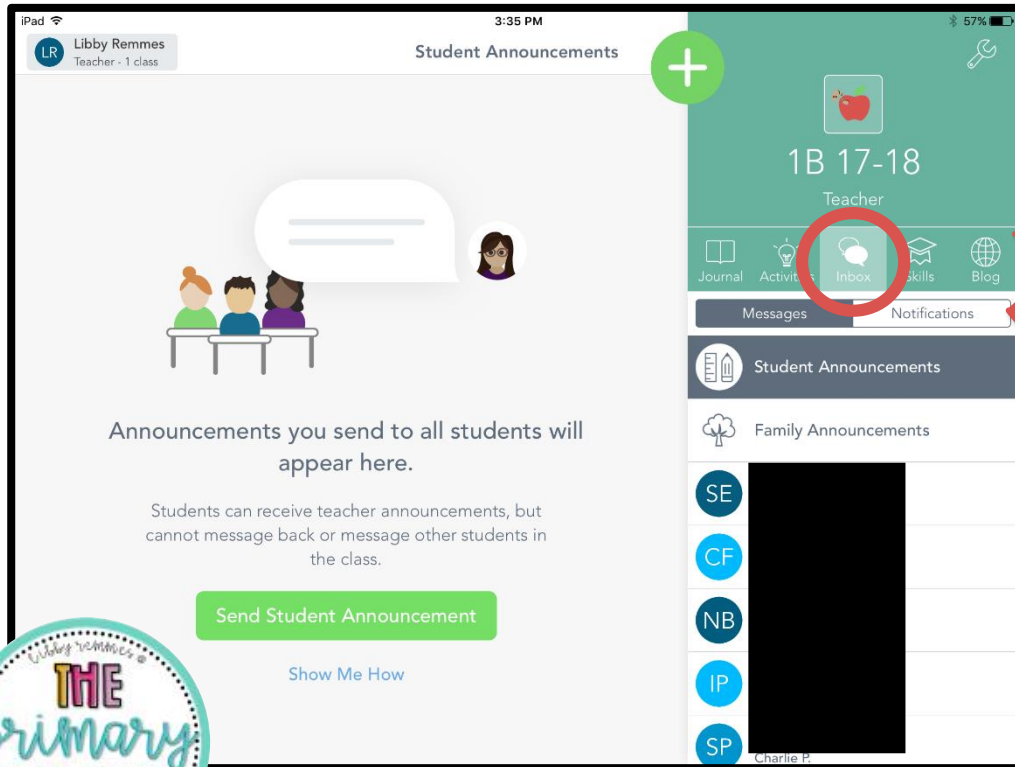
Seesaw 101
Activities

When you are finished creating your activity, you will see this screen. You can either share the assignment immediately or save it for later.

After students have submitted their work, you will see **notifications** in your **Inbox**. This is because **you must approve their work** before it can be posted. When it is posted, parents will receive a notification and be able to view their child's work.