

VCS APPLE LEARNING PROGRAM

Instruction Technology Services

Title I Tech Team



SEESAW: Seesaw is a student-driven digital portfolio that inspires your students to do their best work and saves you time.

GETTING STARTED

- 🍏 Tap app icon to open.
- 🍏 Tap **I'M A TEACHER** 
- 🍏 Create an account using your VCS email address. 

CREATING A CLASS

- 🍏 Tap **CREATE NEW CLASS** 
To add new classes in the future, tap your name, on the top left panel.
- 🍏 Give your class a name.
- 🍏 Add a grade level for your class.

EDITING A CLASS

- 🍏 Tap **STUDENTS**  to add students to your class.
- 🍏 Tap the **WRENCH** icon  to edit your class.
- 🍏 To delete students, tap **CLASS SETTINGS**, then **MANGAGE STUDENTS**.
- 🍏 To allow all students to see each other's work, turn on this setting.
- 🍏 To require approval for newly posted items, turn on this setting
- 🍏 To delete this class, scroll down, and tap **ARCHIVE CLASS**.
Seesaw classes CANNOT be deleted, they can only be archived.

STUDENT ACCESS

- 🍏 Tap **STUDENTS** , tap **SKIP**, then locate the **QR code** for this class.
- 🍏 Students open the Seesaw App, then choose **I'M A STUDENT**.
- 🍏 Students either scan the QR code you have given them OR type in the text code.

UPLOADING CONTENT

- 🍏 Tap the **WHITE PLUS** icon, 
- 🍏 Tap **POST TO STUDENT JOURNAL** **Post to Student Journal**
- 🍏 Choose and tap on the image of what file type you wish to upload.
- 🍏 Tap the **WHITE CHECKMARK**  to upload to the class journal.