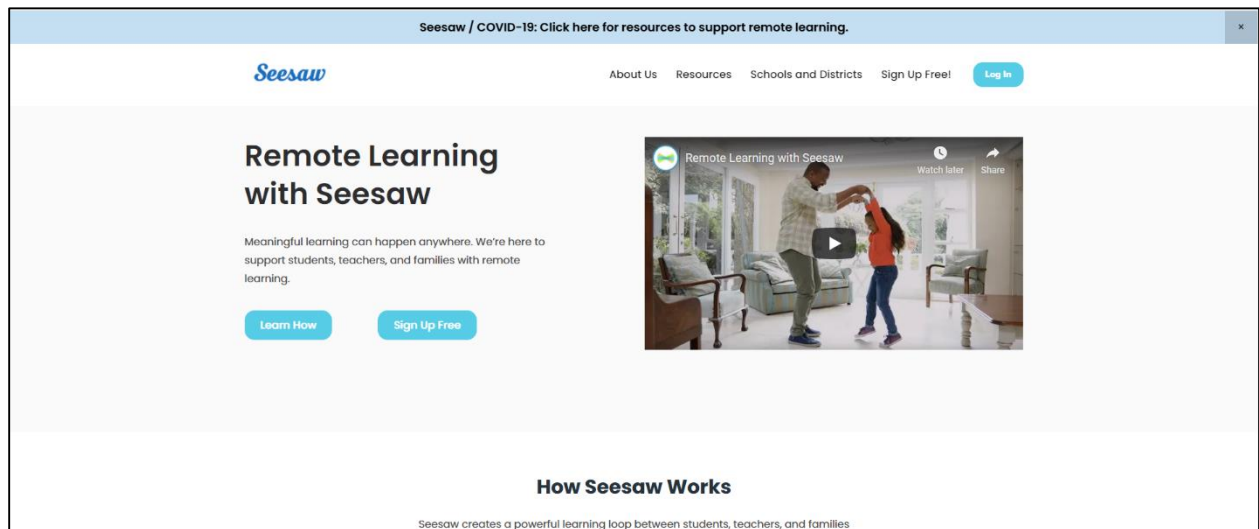


# How to Access Seesaw

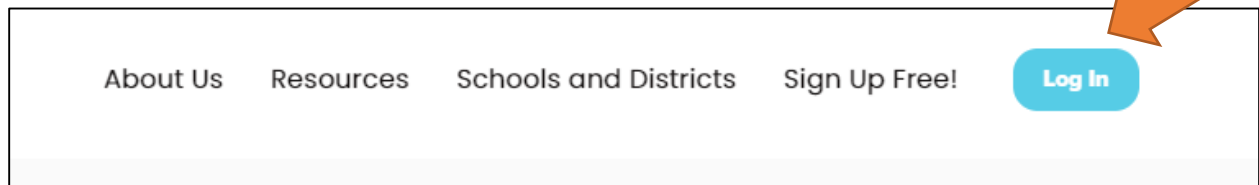
1. Sign into your Chromebook (for instructions on how to do this, see the “How Do I Sign into My Chromebook?” document) or other device.
2. Launch Google Chrome by clicking on the Chrome icon in the taskbar (shown below).



3. Type <https://web.seesaw.me/> into the search bar at the top of the screen. You can also copy and paste this address from this document. This should take you directly to the homepage of Seesaw, which is shown below.



4. Click the “Log In” button in the top right corner (shown below).



5. The following screen will appear. Select whichever option is appropriate for who is signing in.



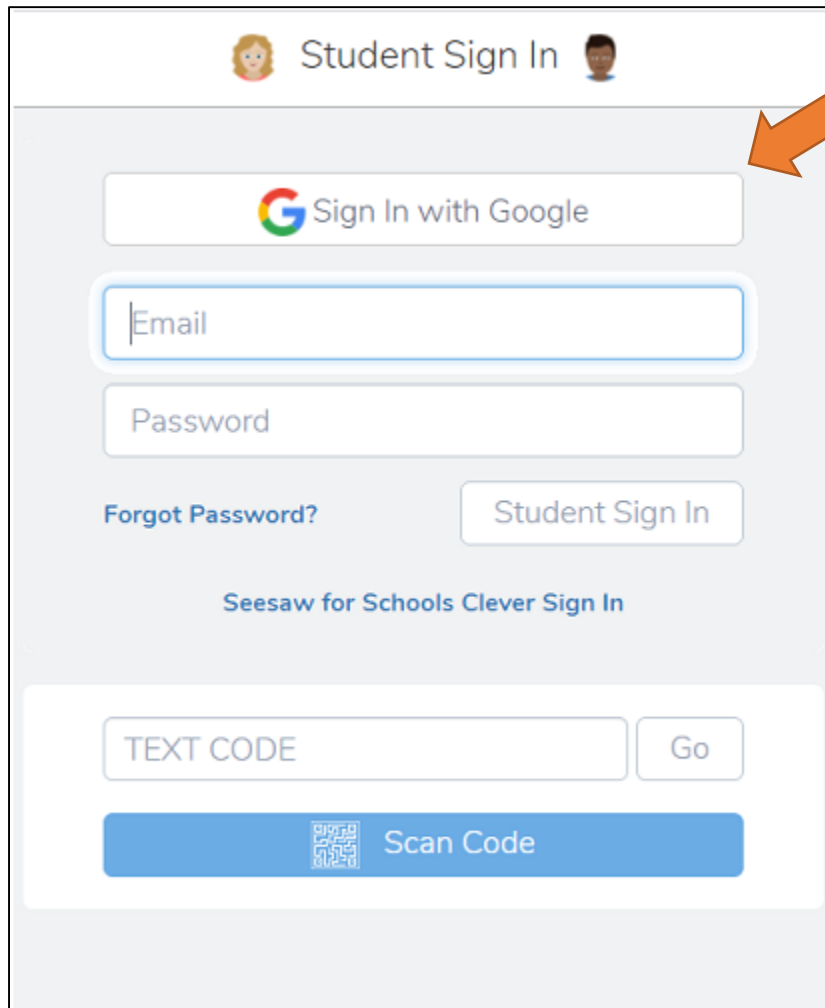
Depending on whether you are trying to sign in as a student or family member, the steps may vary.

**To sign in a student, see section 6.a**

**To sign in as a family member, see section 6.b**

6.a – When signing in a student, you **MUST** follow these steps:

- I. Click on the “I’m a Student” button shown in the previous picture. A sign-in screen should appear.
- II. Select the “Sign in with Google” button that appears on the sign-in screen (shown below with orange arrow)



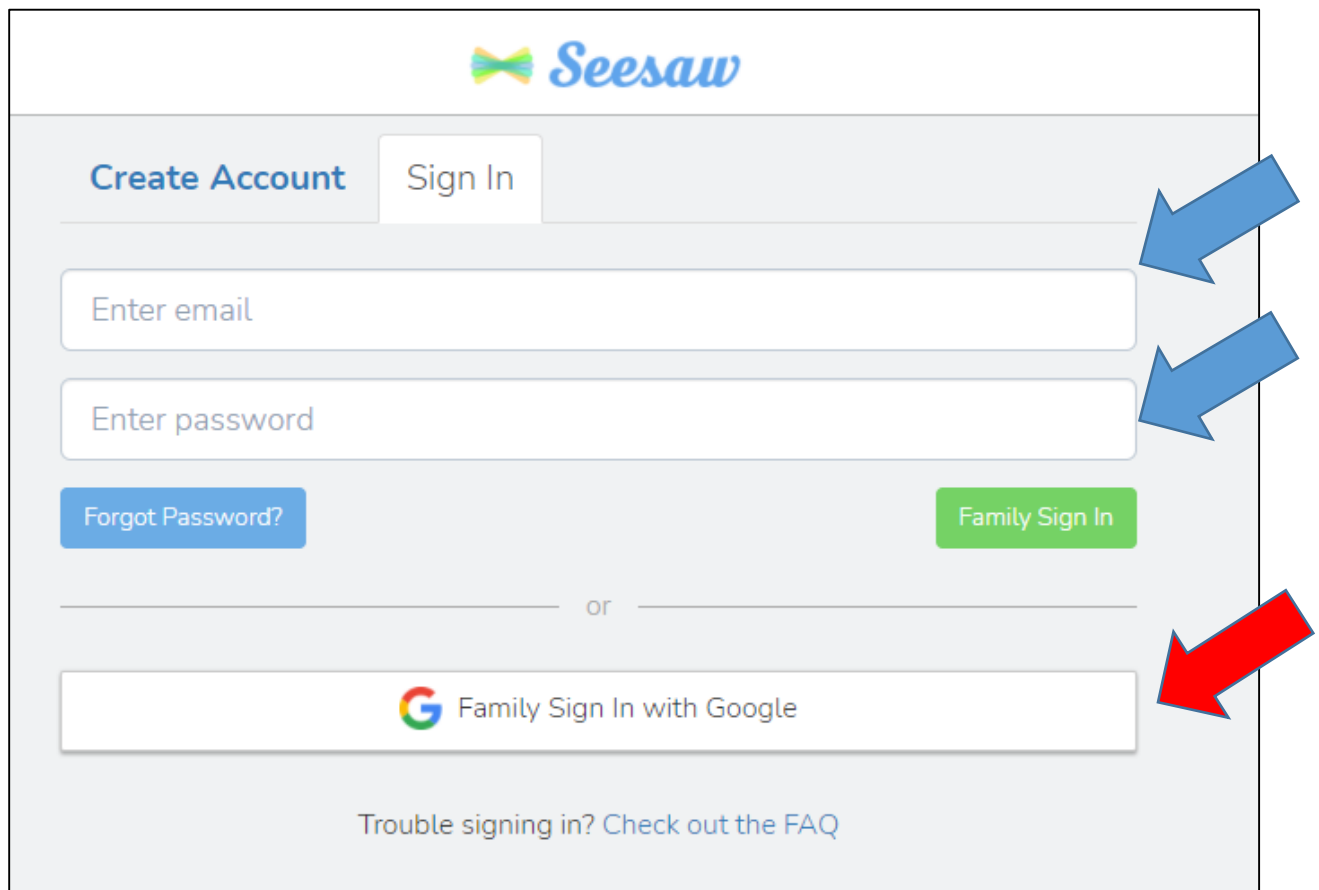
III. If you are signing in on a Chromebook, your student will automatically be logged in. If you are signing in on a different device, you may have to sign them into Chrome with their school Gmail account before proceeding.

IV. Once you have selected the account that you wish to sign in, Seesaw should redirect you to the student's home page. **If this does not occur, please contact us at [help@colemanschools.net](mailto:help@colemanschools.net)**

6.b When signing in as a family member, you will need to do one of two things. **Note: You will likely need to use a different device than the student's Chromebook if you wish to sign into Seesaw as a family member, since it may not work with a school-assigned Chromebook.**

I. If your Seesaw account is linked to a **Gmail account**, you can sign in by selecting "I'm a Family Member", then clicking "Family Sign in with Google" (shown with **red** arrow in picture below), and then signing in with the account that the Seesaw access is linked to.

II. If your Seesaw account is **NOT** linked to a Gmail account, you will need to enter the email linked to your Seesaw account and your Seesaw password into the "email" and "password" fields, as shown below by the **blue** arrows.

The image shows the Seesaw login page. At the top is the Seesaw logo. Below it are two tabs: "Create Account" and "Sign In". Under the "Sign In" tab, there are two input fields: "Enter email" and "Enter password". To the right of these fields are two blue arrows pointing to them. Below the input fields are two buttons: "Forgot Password?" and "Family Sign In". Below these is a horizontal line with the word "or" in the center. Underneath the line is a large button with the Google logo and the text "Family Sign In with Google". A red arrow points to this button. At the bottom of the page is a link that says "Trouble signing in? Check out the FAQ".

Seesaw

Create Account Sign In

Enter email

Enter password

Forgot Password? Family Sign In

or

Family Sign In with Google

Trouble signing in? Check out the FAQ

III. After signing in, Seesaw should redirect you to the family member home page. **If this does not occur, please contact us at [help@colemanschools.net](mailto:help@colemanschools.net)**