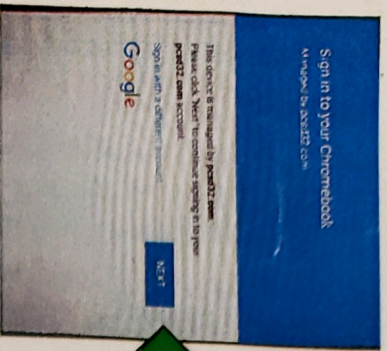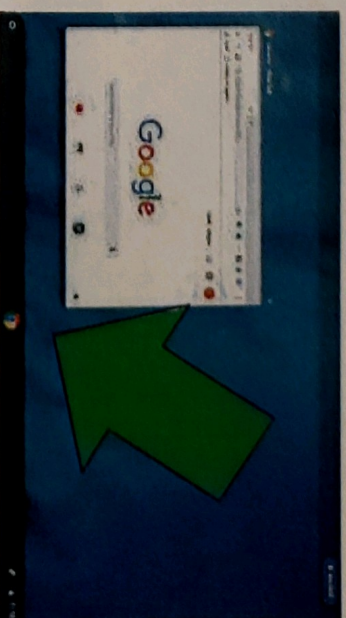# How do students log into Seesaw?

1. Open your chromebook and click on the blue NEXT button.
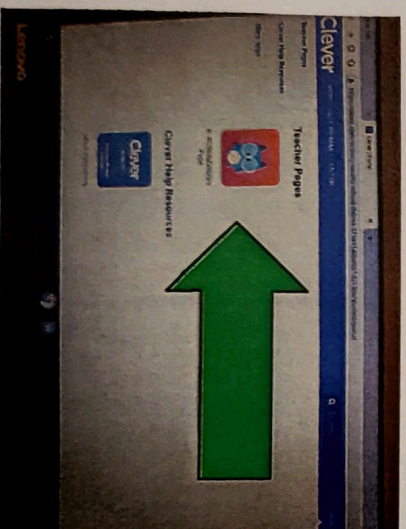
2. Hold up your Clever Badge in front of the camera.

3. Click on Google at the bottom of the screen.

4. Click on Clever.

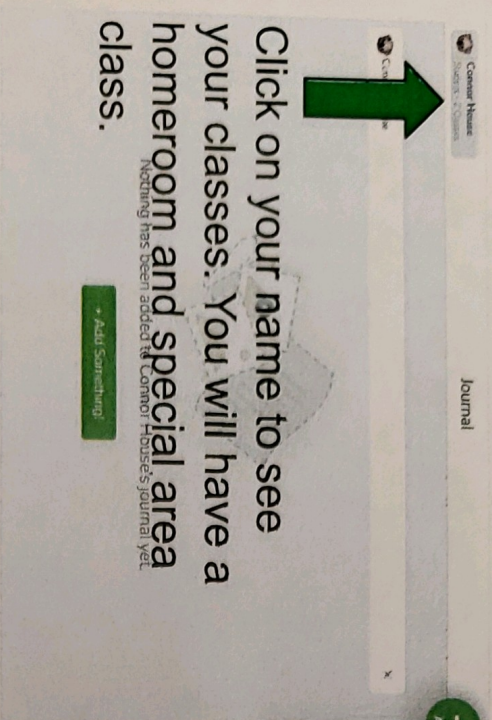(If there is no 'C', go to clever.com and click Log in as a student.

5. Click on your teacher's page.

6. Click on the Seesaw app.

How do students Complete an Activity in Seesaw?

Click on your name to see your classes. You will have a homeroom and special area class.
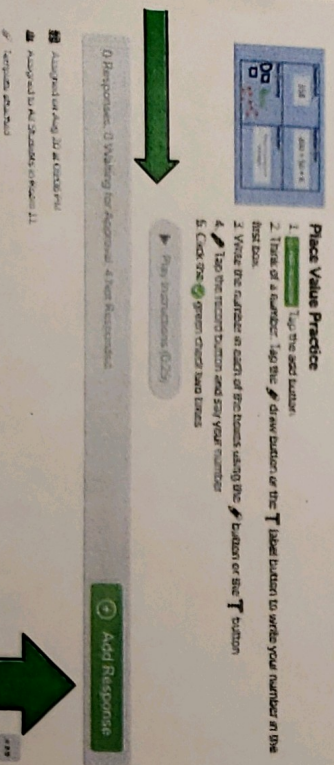
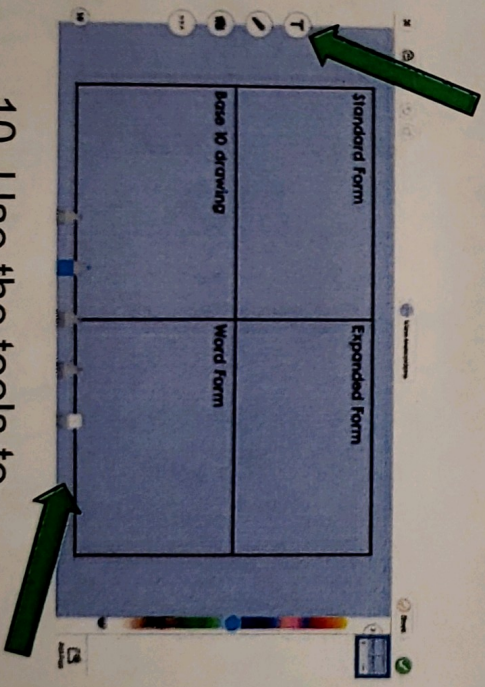7. Seesaw will open and bring up your home journal screen.

8. Click on the "Activities" button.

9. Read/Listen to the activity's instructions. Click the Add Response button.

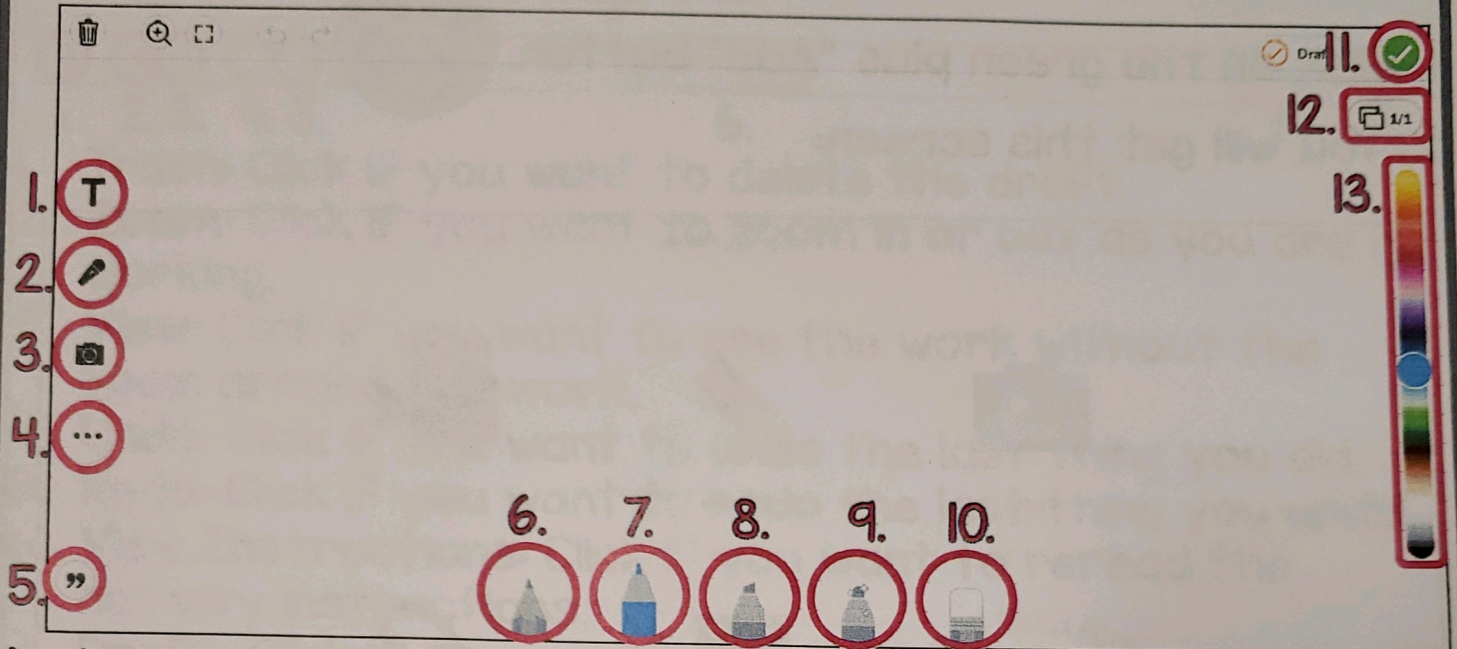10. Use the tools to complete the activity.

11. When you are finished, click the green checkmark.

Seesaw Nuts and Bolts
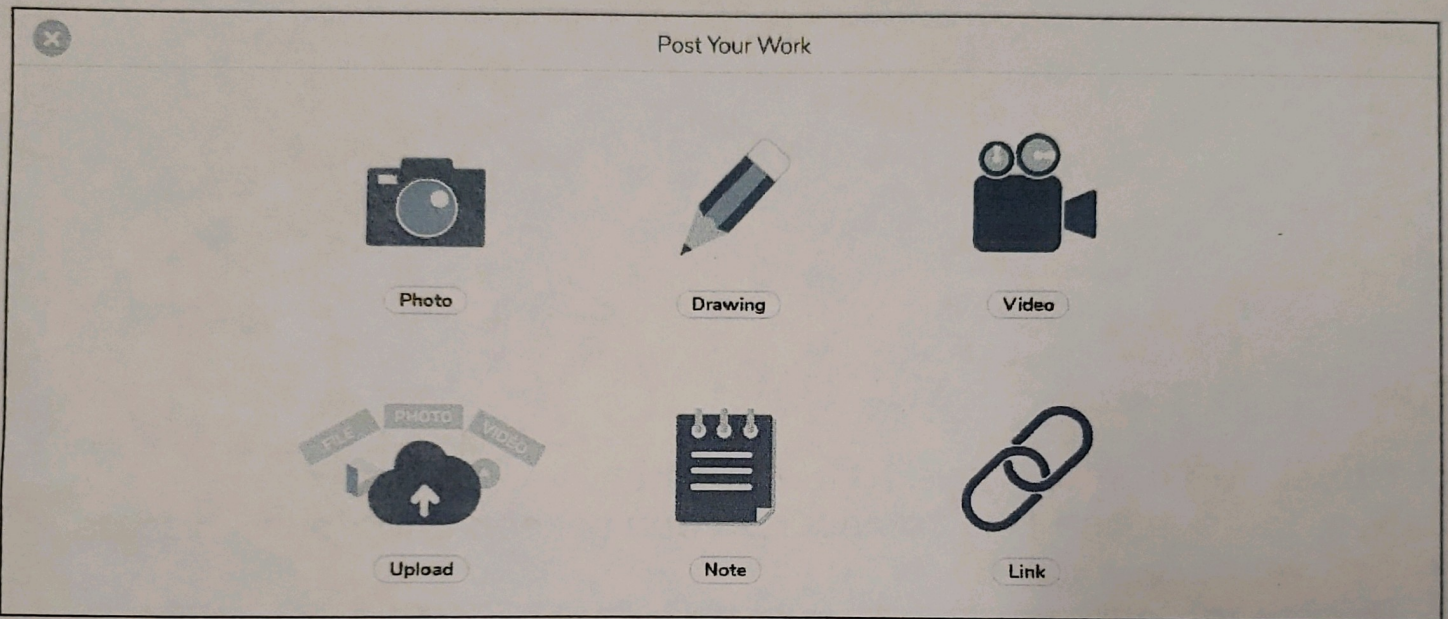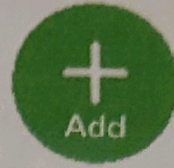
Diagram of the "Draw" Tool

1. **Label:** You can use this to add a label.
2. **Mic:** You can use this to record your screen and your voice as you work.
3. **Photo:** You can use this to add a picture to your page that you take at the time or that you upload from your camera roll.
4. **3 Dots:** You can use this to add a shape or a background.
5. **Caption:** You can use this to add a caption that will show up at the bottom of your drawing when you post. You can either type the caption or choose "Add Voice Caption" to record your voice.
6. **Pencil:** You can use this to draw or write like a pencil.
7. **Pen:** You can use this to draw or write like a pen.
8. **Highlighter:** You can use this to draw or write like a highlighter.
9. **Glitter Pen:** You can use this to draw or write like a glitter pen.
10. **Eraser:** You can use this to erase marks you have made using any of the writing tools.
11. **Green Checkmark:** You click this when you are done.
12. **Pages:** You can click this if you want to add a second page.
13. **Color:** You can slide the circle up and down to pick the color that you want the writing tool to write in or the color you want the label to be in.

Seesaw Nuts and Bolts

How to Post

1. Click on the green plus "Add" button. **⊕ Add**

2. You will get this screen:

Post Your Work

|		
📷 Photo	✏️ Drawing	🎥 Video
☁️ Upload	📝 Note	🔗 Link

📷 **Photo** Your camera will open so you can take a picture to post.

✏️ **Drawing** You can use this option to draw or write, like you would on a whiteboard.

🎥 **Video** Your camera will open so you can record a video to post.
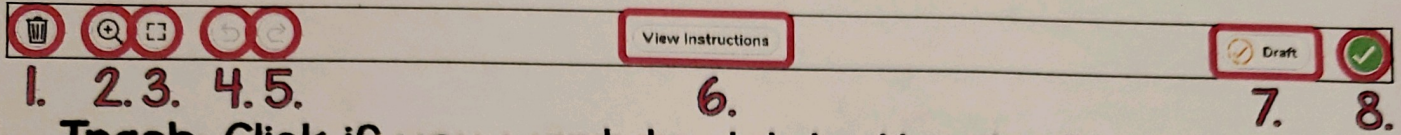
☁️ **Upload** You can use this option to upload and post something that you have already created, like a picture or video.

📝 **Note** You can use this option to type a note to post.

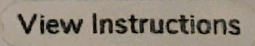🔗 **Link** You can use this option to post a link to something else.

Seesaw Nuts and Bolts

Diagram of the Top Bar
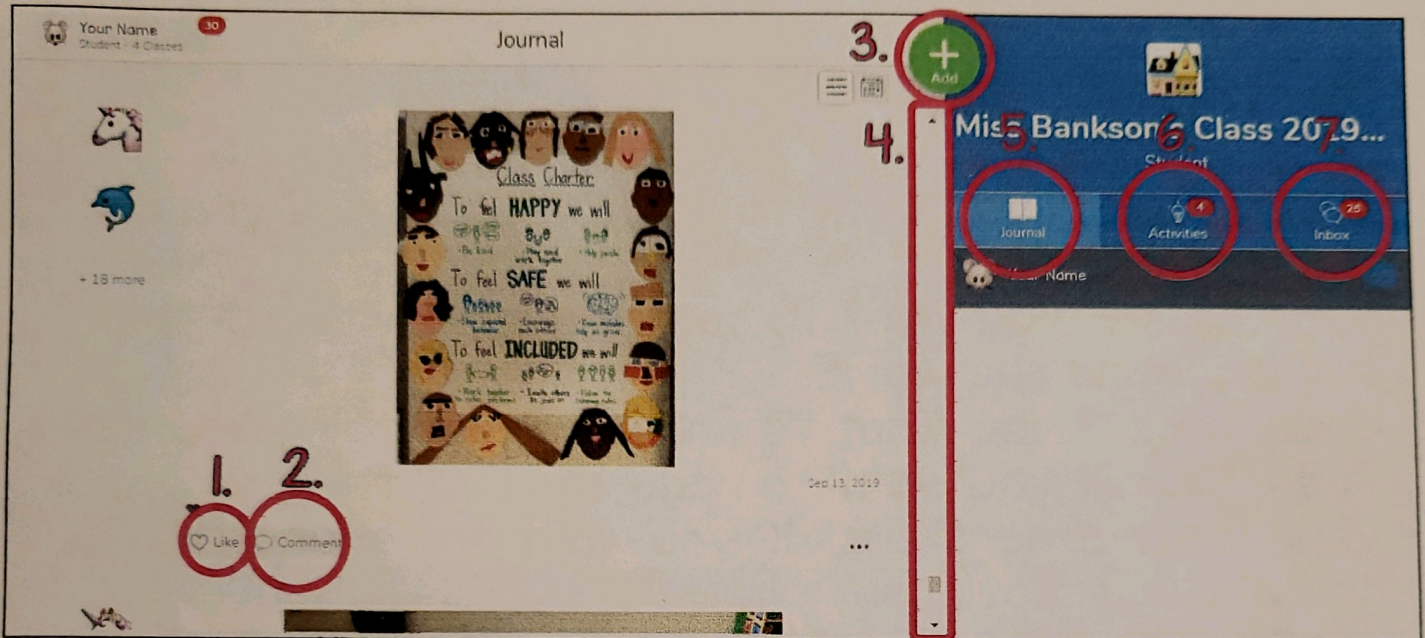
1. 2. 3. 4. 5.   6.   7.   8.

1. **Trash:** Click if you want to delete the draft.
2. **Zoom:** Click if you want to zoom in or out as you are working.
3. **View:** Click if you want to see the work without the tools around the work.
4. **Undo:** Click if you want to undo the last thing you did.
5. **Redo:** Click if you want to redo the last thing you undid.
6. **View Instructions:** Click if you want to reread the activity instructions.
7. **Draft:** Click if you want to save the draft for later, but are not ready to post yet. The draft will be on your journal feed with a yellow bar at the top.
8. **Green Checkmark:** Click if you are ready to post.

How to Complete an Activity

1. Click on the "Activities" button.

2. Read the activity's instructions.

3. Click the "Add Response" button.

4. Use the tools to complete the activity.

4. While you are working on your activity, you can re-read the directions to check your work by clicking on "View Instructions" at the top of the screen.

5. When you are done, click the green checkmark.

Seesaw Nuts and Bolts

Diagram of the Main Page

1. **Like:** When you are looking at a post on your feed you can click here to "like" the post.

2. **Comment:** When you are looking at a post on your feed you can click here to comment on the post.

3. **Post:** If you want to post something, you can click on this green plus "Add" button.

4. **Scroll:** If you want to scroll through your feed to see old and new posts, you can use these arrows.

5. **Journal:** Anytime you are in a different section, you can use this button to get back to the journal where you see all the posts.

6. **Activities:** Anytime you are in a different section, you can use this button to see the activities that have been added to your class for you,   . When there is a new activity added, there will be a small red oval notification on the button as shown above.

7. **Inbox:** Anytime you are in a different section, you can use this button to see the messages that have been sent to you.