

*Seesaw*

# GETTING STARTED GUIDE

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Seesaw is a student driven digital portfolio, perfect for any classroom. Students add photos, videos, drawings, text, PDFs, and more to show what they know. Teachers see these posts, gain insight into their students' learning, and share with families.

Watch how real classrooms use Seesaw at [web.seesaw.me/classrooms](http://web.seesaw.me/classrooms)

## [Sign Up for Seesaw, Transform Your Classroom!](#)

### For Students

Seesaw empowers students to independently document their learning with built-in creative tools, and provides an authentic audience for their work.



### For Families

Seesaw gives families an immediate and personalized window into their child's school day and makes communication with teachers seamless.



### For Teachers

Seesaw saves time on organization and family communication, makes formative assessment easy, and provides a safe place to teach 21st Century skills.





# Teacher Checklist

This is your step by step guide for getting started with Seesaw. We will get you set up as a teacher, give you a lesson plan for introducing Seesaw to your students, and show you ideas. Cross off each step as you go and you'll be a Seesaw pro!

1	Create your Seesaw teacher account and first class. <a href="#">Watch this video to see how.</a>
2	Install Seesaw on student devices. <a href="#">Get the Seesaw Class app here.</a> Bookmark the Seesaw website on your computer: <a href="http://app.seesaw.me">app.seesaw.me</a>
3	Take the Seesaw 101 mini course. Go to <a href="http://app.seesaw.me/courses">app.seesaw.me/courses</a> Join live webinars at <a href="http://web.seesaw.me/pds">web.seesaw.me/pds</a>
4	Print your class poster so your students can sign in. Hang it in your classroom. To find your poster, sign in as a teacher, and tap 'Student Code' in the bottom right.
5	Get ready to teach your students about Seesaw. Read through the Seesaw Student Challenge starting on the next page in this guide.
6	Connect with our amazing community! Join <a href="#">Seesaw Teachers</a> on Facebook, follow <a href="#">@Seesaw</a> on Twitter or <a href="#">@SeesawLearning</a> on Instagram.
7	Choose a date to start the Seesaw Student Challenge. Write it in your planbook. Visit Seesaw's Help Center at <a href="http://help.seesaw.me">help.seesaw.me</a> for technical support and resources.
8	Invite families to Seesaw. Print family invite letters, send them home with each student. <a href="#">Watch this video to see how.</a>

Now, complete the Seesaw Student Challenge with your class.  
Find the step by step lessons starting on the next page.

Read about our commitment to student privacy in our [Privacy Center](#).



Create your Seesaw class before starting.  
Watch [this video](#) to see how.

This lesson plan will walk you through the steps for introducing your students to Seesaw. Each card has a mini lesson with steps for modeling and practice. **Grade level specific challenges can be found at [ideas.seesaw.me](https://ideas.seesaw.me)**

If you complete one lesson each day, your students will be Seesaw experts in two weeks! Feel free to change the pacing as you choose. After your students complete this challenge, they will be able to document their learning with Seesaw!

## Lesson 1: Set a purpose for keeping a journal

Time needed for lesson: 5 minutes in a large group.

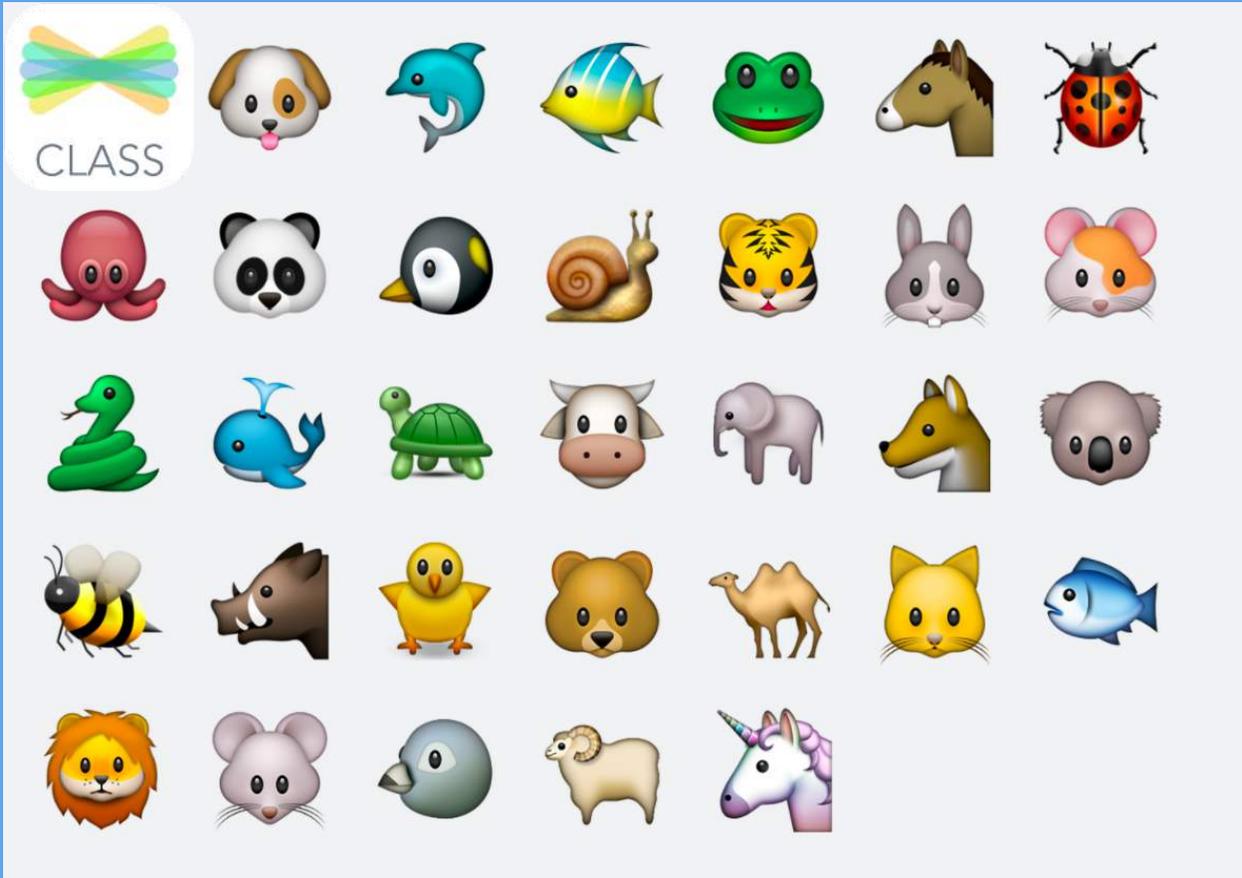
Digital portfolios capture learning in all forms and show growth over time. Setting the purpose for using Seesaw will get your class excited and emphasize the role it will play in sharing their learning.

1. Bring in physical examples of journals or portfolios you have kept. Show those to the class. Why did you use them?
2. Show your class the "[Student Intro Presentation](#)" [here](#).
3. Explain that the class is starting the Seesaw Student Challenge. When they complete all the lessons, they will be Seesaw certified!

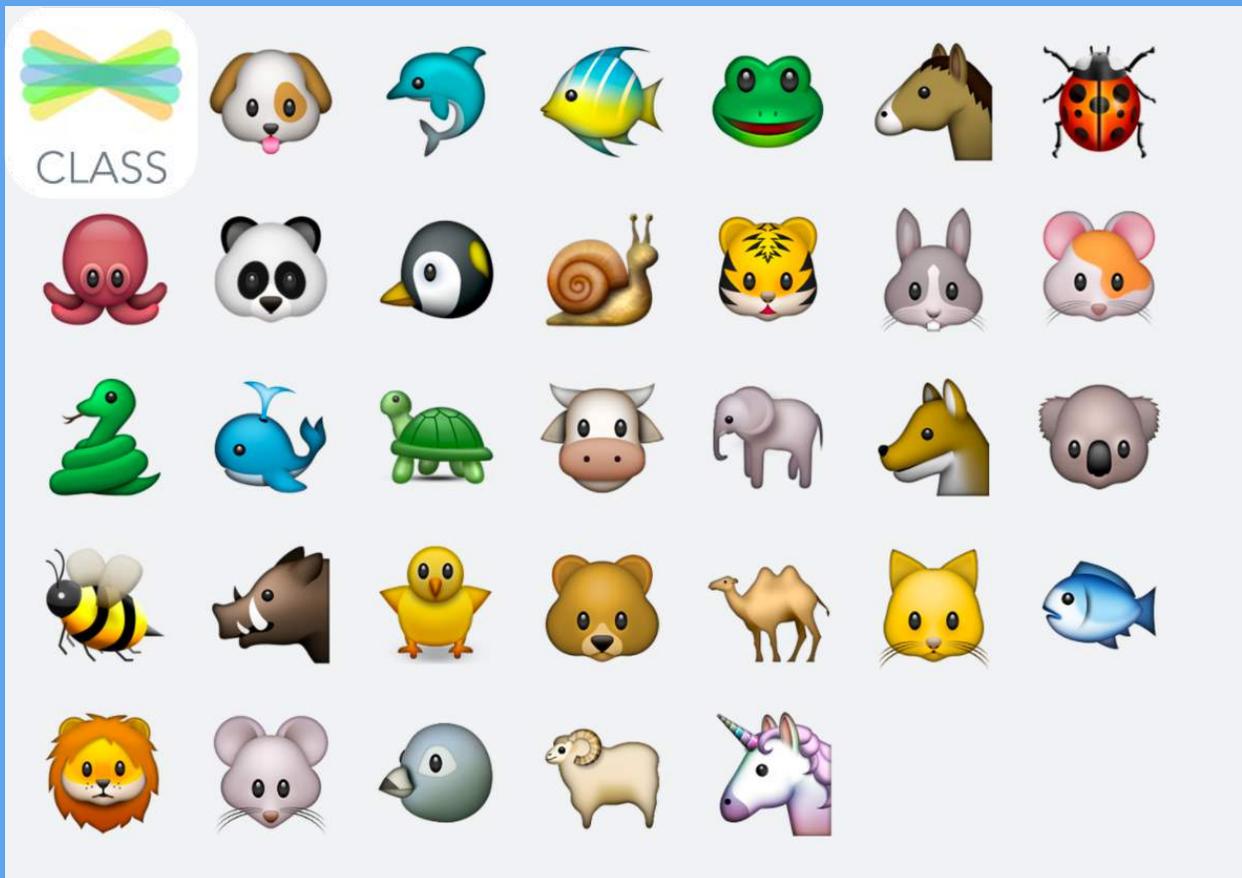




Which icon do you like?



Which icon do you like?



## Lesson 4: Show students how to sign in to Seesaw

Time needed for lesson: 5-10 minutes in a large group.

\*Lessons 4-7 show the steps for **students** adding their first post to Seesaw. Third graders can do these in one large lesson in about 20 minutes.

You will want your students to practice scanning the QR code to sign in so they can do this independently when they document their own learning with Seesaw.

1. Print your class QR code poster. You can find this by signing into Seesaw as a teacher and clicking '**Student Code**' in the bottom right.
2. Show your students the class QR code poster and point to other locations of the poster in your room.
3. Model the three steps shown on the poster - Tap Seesaw, tap I'm a Student, and scan.
4. Let students practice these steps.

Note: If the device is already signed into Seesaw, students won't need to scan the class QR code. They will see the screen with the green add button. Show them what that looks like.



## Lesson 5: Teach what the green + add button means

Time needed for lesson: 4 minutes in a large group.

Once students are signed into Seesaw, the green add button is what students should always tap first when they want to add a post to Seesaw.

1. Open the Seesaw app and test student understanding! Have them tell you whether you need to scan the class QR code to sign in, or if you are already signed into the class. (If you see the add button you're already signed in.)
2. Show students the green add button. Explain and demonstrate that this is where they **tap first** if they want to add something new to their Seesaw journal.
3. Tap the green add button and show students the types of tools they can use when they add to Seesaw. Explain that they will practice with the photo tool first.

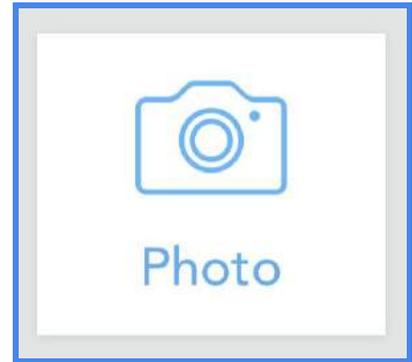


## Lesson 6: Teach students how to take a photo

Time needed for lesson: 5 minutes in a large group.

The photo tool is the most common tool your students will use in Seesaw. Once they master adding a photo, they can add other items to the top of photos. Photos are a great way to capture what's happening in the classroom.

1. Model the steps of signing in to Seesaw, tapping the green add button, and tapping photo.
2. Model how students will add a photo of themselves as their first journal entry. Instead of taking a selfie, pair students up and model having a buddy take a photo.
3. Have a short discussion about appropriate/not appropriate photos.

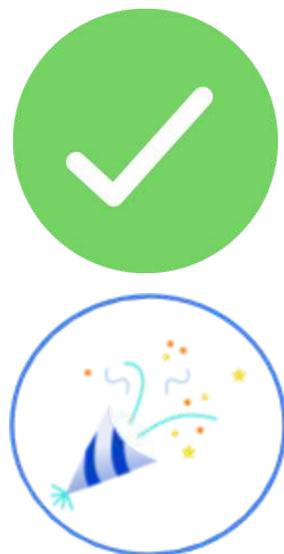


## Lesson 7: Green checkmark, finding their name, and success message!

Time needed for lesson: 5-7 minutes in a large group.

Students will follow the green checkmarks whenever they add items to Seesaw. In shared device classrooms, student will also need to choose their name from a list just before adding their item.

1. Review scanning your class QR code, tapping the green add button, tapping photo, and taking a photo.
2. Explain that the green checkmark means, "I'm done with that part." Model how you follow the green checkmarks to add an item to your journal.
3. Model how to look for their icon and name, tap to select it, then tap the green checkmark in the upper right once more.
4. Show the success message that appears to show that their item was added. This only shows in shared device classes.



## Lesson 8: Introduce the microphone and adding voice

Time needed for lesson: 20 minutes total. 5 minutes for intro in a large group and 15 minutes for class to take turns adding their own item.

When students add their voice to Seesaw posts, you the teacher gain deeper insight into their thinking. It's one of the easiest ways for learners to tell what they know.



1. It's a great idea to locate quieter spots in the classroom for recording audio. Hang up recording spot posters (found on the next page) if you would like.
2. Model how to use the microphone icon to record voice on a photo.
  - a. Tap the green add button
  - b. Tap photo (After taking photo, walk to a recording spot)
  - c. Tap the microphone icon under the photo to record voice
  - d. Tap the green check
  - e. You can press play to listen to your recording or the X to delete recording
  - f. Tap the green check and add to Seesaw!
3. Have students take a photo of something in the room that interests them or something that they want to learn more about this year. Have them explain their thinking using the voice explanation.

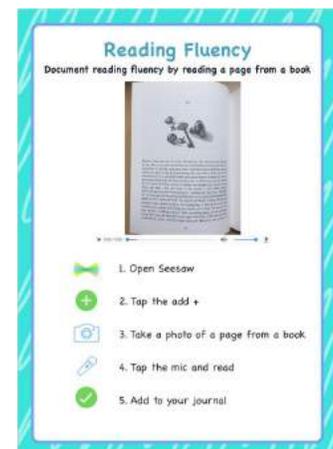


## Lesson 9: Practice adding a reading sample to Seesaw

Time needed for lesson: 5 minutes in a large group to model, and 15 minutes after for students to take turns adding their work to Seesaw.

When students record their voice reading, this gives you evidence of reading fluency and accuracy. It's also a great way for students to look back at Seesaw posts and hear their growth.

1. Print copies of the 'Reading Fluency' task card from this guide and post to tables or project on the whiteboard.
2. Model the steps of taking a photo of a book page, walking to the recording spot, tapping the microphone, and reading that page.
3. Remind students to return devices to the designated spot in your classroom so they are ready for the next student to record their story.





## Recording Spot



1. I know what I will say.



2. Tap the mic to start recording.



3. Use my speaking voice.



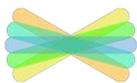
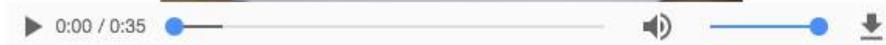
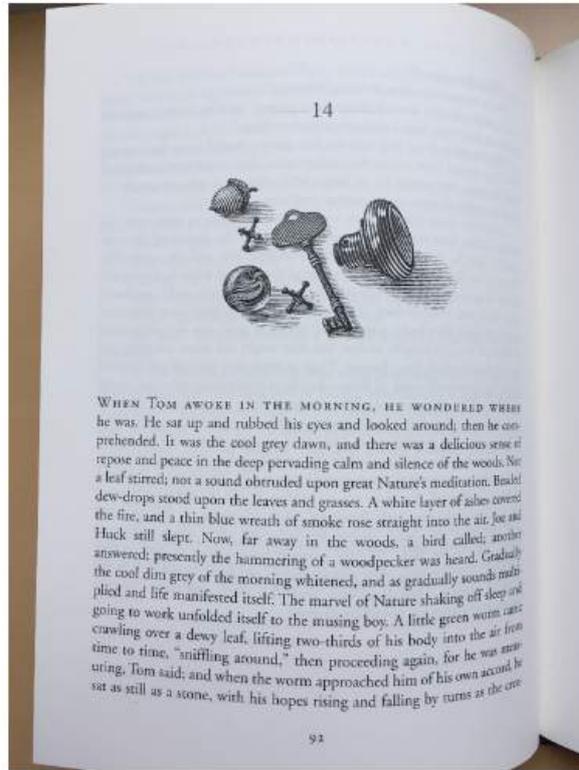
4. Press pause to stop recording.



5. Tap the green check to add to your journal.

# Reading Fluency

Document reading fluency by reading a page from a book



1. Open Seesaw



2. Tap the add +



3. Take a photo of a page from a book



4. Tap the mic and read



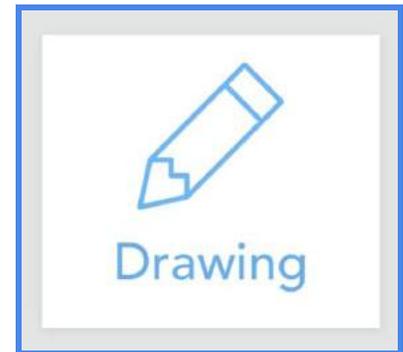
5. Add to your journal

## Lesson 10: Introduce the drawing tool

Time needed for lesson: 20 minutes to get through small groups of 4-6 students.

The drawing tool is one of the most common tools that your students will use. They can start with a blank template or draw on top of photos. The drawing tool also allows students to record voice and add text labels.

1. Have students write their name using their favorite color.
  1. Tap the green add button.
  2. Tap drawing.
  3. Tap the crayon tool and start writing name.
  4. Follow the green checkmarks to add to Seesaw.
2. Tap the T to add text labels. Students can type three words to describe themselves or their interests.
3. Students can also start by adding a photo and then tap the drawing tool to add drawings or labels.



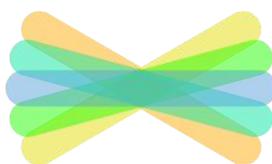
## Lesson 11: Introduce Wow! Work!

Time needed for lesson: 5-7 minutes in a large group

Once students start adding to Seesaw, they get excited and want to add everything to Seesaw! This is a good place to pause and talk about the types of items they will add to their journal. This helps students reflect prior to adding to Seesaw.

1. Discuss what makes a good journal entry.
2. Play the [Wow Work video](#) for your students. Talk about the types of items added to Seesaw.
3. Show them the Wow! Work poster and hang it up in your classroom (found on the next page).





*Seesaw*

# Wow! Work



Wow! This is my best work!

Wow! I figured something out!

Wow! I did something for the first time!

Wow! I need to teach you this!

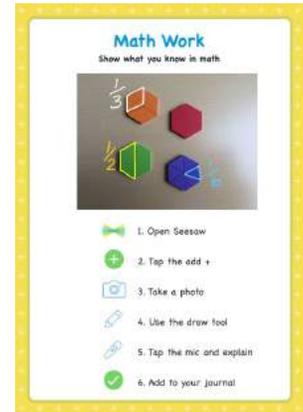


## Lesson 12: Reflect on learning: Math exit ticket

Time needed for lesson: 5 minutes in a large group to model, and time after your regular math lesson for students to use Seesaw to take a photo of their work.

Students often use hands-on materials during math. With Seesaw, it's easy for students to take a photo of their work and reflect on their learning. It's a great way for you, the teacher, to quickly see and hear from all of your students.

1. Print copies of the 'Math Work' task card (found on the next page) and have available at tables or posted.
2. At the end of any math lesson, have students show you their work by following the steps on the card.
3. Giving students the words, "I can \_\_\_\_\_" is a great way for them to start to reflect on what they did.
4. Remind students to return devices to the designated spot in your classroom so they are ready for the next student.



## Lesson 13: Record each child's goals

Time needed for lesson: 5 minutes intro in a large group. 15 minutes for students in the class to draw their goal and add to Seesaw.

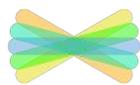
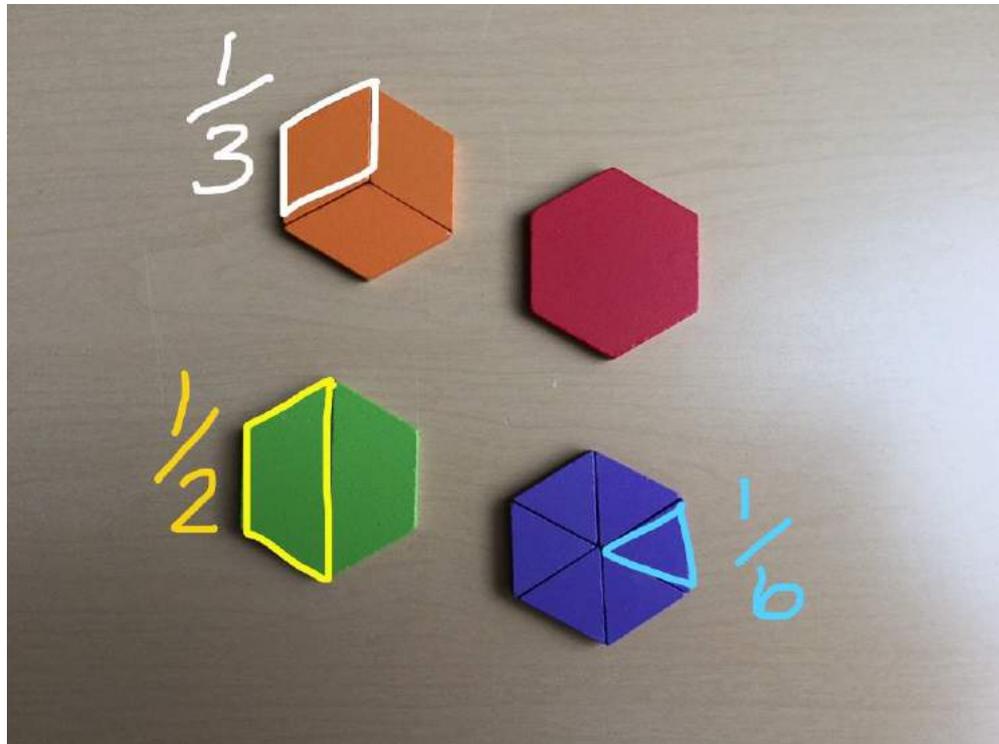
Capturing goals in Seesaw is a great way for students to look back on the progress they have made. They will be able to see and hear their growth.

1. Discuss your hopes/dreams/goals as a class.
2. Give students time to set their own goal.
3. Student can brainstorm ideas on paper, take a photo of their work, and use the drawing tool in Seesaw.



# Math Work

Show what you know in math



1. Open Seesaw



2. Tap the add +



3. Take a photo



4. Use the draw tool



5. Tap the mic and explain



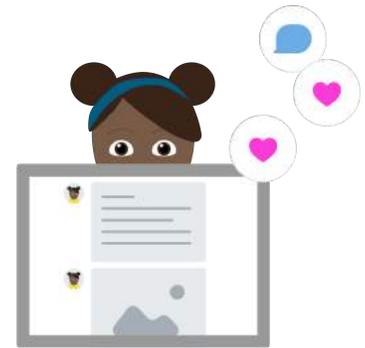
6. Add to your journal

## Lesson 14: Feedback to classmates

Time needed for lesson: 5 minutes intro in a large group. 15 minutes to rotate through small groups of 4-6 students to browse Seesaw and give feedback.

As a teacher, you can choose if you would like students to be able to like and or comment on each other's work. Receiving feedback from a family member, peers, or teachers motivates students to do their best work and share learning.

1. You can change your class settings by tapping the wrench icon in the upper right when signed in as a teacher.
2. Talk about "liking" and giving feedback to classmates. Explain what the heart icon means.
3. You can also have students leave voice comments on classmates' work, which is great for emergent readers.
4. Gather small groups of students to start browsing items in Seesaw to practice and model giving feedback.



Congratulations! You have completed this challenge and your students are now Seesaw certified! You can give them a badge or have them take a photo of the large certificate and add it to Seesaw. Students can then use the drawing tools to add their name and record their voice explaining what it means to be Seesaw certified! We are eager to see how your students share their learning! Connect with us on Twitter [@Seesaw](https://twitter.com/Seesaw) or in [Seesaw Teachers](https://www.facebook.com/SeesawTeachers) on Facebook.



[Get Completion Badges](#)



[Get Seesaw Certified certificates](#)



# SEESAW CERTIFIED

This certificate is presented to

for completing the Seesaw Student Challenge and  
using Seesaw tools to show what you know!



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# Seesaw Community

Connect • Share • Inspire



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