

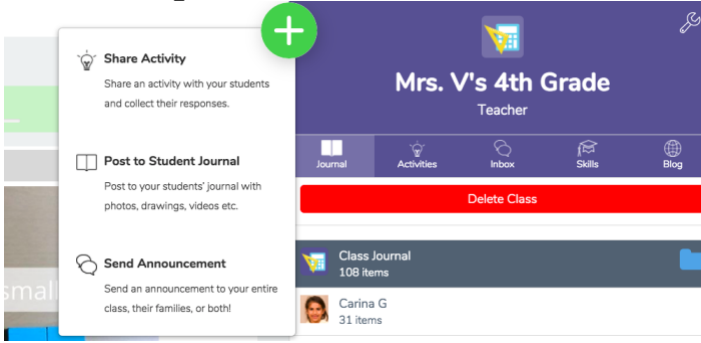
How To Create A Seesaw Activity

1. Go to one of your classes. (school created) OR (you created)

2. Click on the 'Activities' tab.



3. Click the green 'add' button, then select 'Share Activity'.



4. Tap (at the top of the page) to make a new activity. You can also select or customize an activity from the Activity Library.

5. Fill in the details of the activity:

- Activity name
- Student instructions (can include examples, an image and voice instructions)
- Student Template (optional)
- Share With: Student(s) tagged to the activity (or your whole class)
- Tap the 'More Options' arrow (>) to see a dropdown menu of options that allow you to select specific assignment dates, add the activity to specific folders, tag a skill (assign standards) to the activity, and publish the activity in your school's Activity Library.

← Create Activity

Activity Name (required)
e.g. Writer's Workshop

Student Instructions
Type instructions for your students...
[Add Voice Instructions](#)
[Attach Example](#)

Student Template (optional)
[Add template for students to edit](#)

Share with: All Students in Brandon-PM Block 2017-2018 [Edit](#)

More Options >

Share On: Immediately [Edit](#)

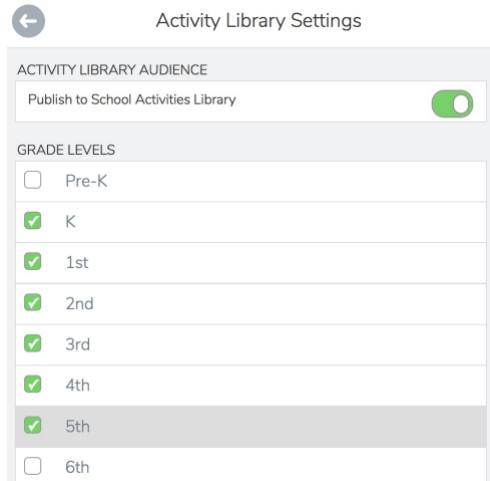
Folders: None [Edit](#)


Skills: None [Edit](#)

Activity Library: [Not Published](#) [Edit](#)

-To share to a grade level and school folder, click on the 'Activity Library' Edit option.

-Then click 'Publish to School Activities Library' and the grade level(s) you want to share your activity with. Seeing green means your activity will be seen by the grade levels and school.
 NOTE: You'll actually publish the activity in the next steps. Click the ← to go back to the previous screen and finish posting your Activity.



6. Tap  (in the bottom right) to review the activity.

7. Tap  (in the bottom right) to publish the Activity. All activities will now appear in the Activities tab in Seesaw.

*As a teacher, you can see who has responded to an activity by tapping the response banner.

*Family members will only see their child's response to an activity.

*Example of what the 'Activities' will look like when you finish creating it:

