



## Tapestry For Parents App Tutorial

### Downloading the Tapestry Application

Go to the App store or Google Play store and download Tapestry for free by searching 'eyfs tapestry'.

### Login Information

We registered all parents who gave in the Tapestry form at the beginning of year R.

**Username:** This is the email address you provided us with, you can change this in the settings screen.

**Password:** An activation link will have been sent out to you so you can set a password. If this hasn't worked or you have forgotten your password, please see your class teacher.

**PIN:** please set a unique PIN when you log into Tapestry for the first time. this will be required whenever you return to the application from another app or after the screen has locked.

please change your password to something unique and secure when you log in to Tapestry for the first time.

### Starting Tapestry for the First Time



You will be presented with a login screen. Enter the email address and password that you were registered with.



Please note:

If the PIN prompt screen doesn't come up, go to the settings screen to enter your new PIN.

You will be prompted to create a 4 digit pin number. This will be required to get back into tapestry whenever the application times out, e.g. when you swap to other apps or lock the screen.

### The Home Screen



Logout/Setting

Search

Add an Observation

List of observations

## The Settings Screen



Opt in/out of email notifications when observation is posted

Change registered e-mail address

Change password

Change PIN

## Viewing Observations



To view the details of an observation, tap on one of the observations in the list on the home page. You can scroll up and down to view all of the content, then tap on the "Back" button in the header bar to return to the home screen.

## Adding an Observation

Click on the + in the header bar to add an observation.

You can start an observation by taking a picture or some video by tapping on the camera icon, or you can select a child or children and then add content.



### Adding Child/Children to an Observation

Tap on the person icon in the orange menu bar, then tap on any children you wish to include in the current observation. The total number of selected children will be displayed.

### Adding a Title and Content to the Observation

Tap on the pencil icon in the orange menu bar, then tap on the title and observation areas to enter content.



### Adding Media to an Observation

Tap on the camera icon in the orange menu bar. You then have the option of taking a picture/video, or selecting some media from your device's gallery. Once you have taken or selected your media, you will be returned to the observation screen.

**Note:** You will need to create a title and select a child if you are uploading

media without any descriptive text.

When you are ready to submit your observation, tap on Save -> Publish, and you will receive a confirmation notification once it has been uploaded to the learning journal.

