

Hi everyone,

It's great to see so many people using Class Dojo, we really love being able to keep in touch with you. Some of you may have missed the video we posted, so I just wanted to share a few tips.

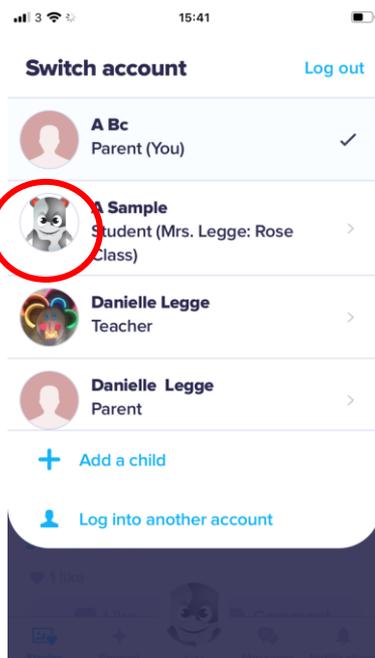
This document will tell you how to see only one class story (useful if you have more than one child in the school) and how to upload to your child's portfolio. The advantage of uploading work to the portfolio is the other staff in the school can like, comment and provide feedback to your child, and it will be a record that follows them throughout KS1, so even when your child changes year group you will be able to look back through all the work they've done. This would not be possible with work sent by message or email.

### To add to your child's portfolio.

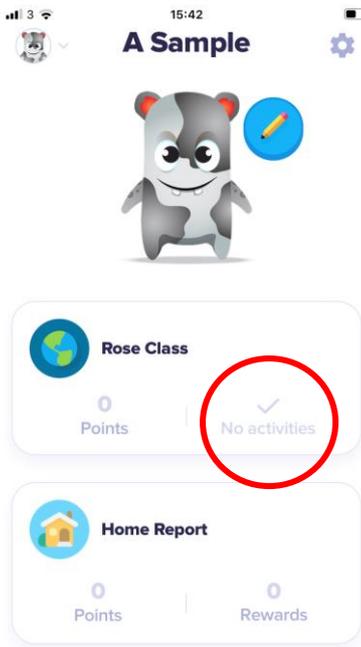
1. Open the Class Dojo app and click the circle in the top left of the screen that lets you switch between accounts.



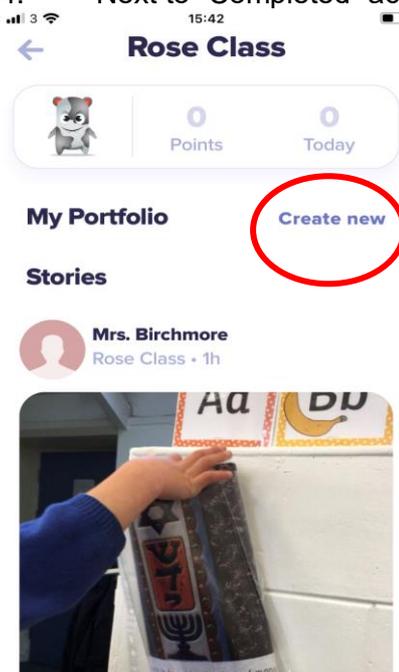
2. Select your child's account.



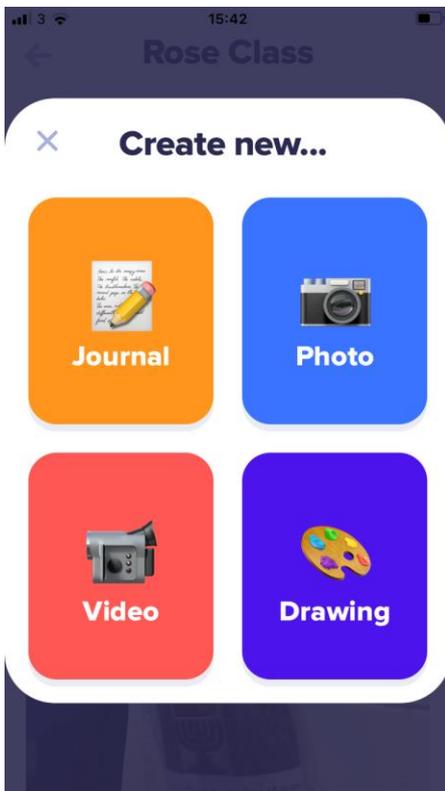
3. Under the name of the class, click where it says how many activities there are:



4. Next to "Completed" activities, click where it says create new.



5. Decide if you want to upload a journal, photo, video or drawing. You will be asked to choose a file or take a video/picture and you have the option to make a comment about it. You can also add a voice recording.



6. Whatever you post will show as pending until a teacher approves it. When a teacher approves it, you will see the posts on your parent account and be able to like and comment. Teachers will be able to like, comment and provide feedback on the posts too.

**To only see your child's class story.**

On your parent account, you will see School Story posts, posts from any classes your children are in, and your children's portfolio posts all streamlined into one scrolling timeline. This can be confusing if you are looking for specific posts, (unfortunately Class Dojo only lets us upload one file at a time so we often have to do multiple posts), especially you have children in more than one class.

If you switch to your child's student account (Steps 1-3) and scroll down, it will only show you posts from that child's class.

I hope this has been helpful, if you have any questions please message us and we'll be happy to help.

Thanks,

The Rose class team