







Create a New Parent Observation via the App	Create a New Parent Observation via the Web
<p>Create a Parent App Observation</p> <p>For each Parent Share observation, you can add evidence. This could be an activity or a piece of work.</p> <p>Tap on one of the below icons on the app Create screen to start your observation</p> <p> Photo</p> <ol style="list-style-type: none"> 1. The photo will be instantly captured 2. Edit your image using the image edit features – Please Note this feature will only appear if you have switched on Enable Crop Screen in the Settings area of the app 3. Tap Done in the bottom right-hand corner 4. Select Tap to Edit <p>TOP TIP: Your observation will automatically appear on your recent observations bar so you can always edit it at a later date.</p> <p> Video</p> <ol style="list-style-type: none"> 1. The video will automatically start recording 2. Click on the stop button  to stop the recording 3. Click Tap to Edit <p>TOP TIP: Your observation will automatically appear on your recent observations bar so you can always edit it at a later date.</p>	<p>Create an Observation</p> <p>Creating observations directly on the Web Suite is really quick and simple.</p> <ol style="list-style-type: none"> 1. Click on the  icon in the top right corner of the Latest Observations bar 2. Select your child/ children 3. Click Create an Observation  <ol style="list-style-type: none"> 4. Click Upload in the top left-hand corner to add an image (photo/ video) 5. Upload your image by dragging & dropping it into the box or select Browse 6. Use the blue box to crop your image and click Add Image 7. Click Upload in the bottom right-hand corner 

Support and guidance can be found at <http://help.evidence.me/parent-share/help-for-parents/>.

If you have any questions or need any additional information, please contact Mrs Austwick by email (nancygrady@saltaire.bradford.sch.uk).

The Reception Team