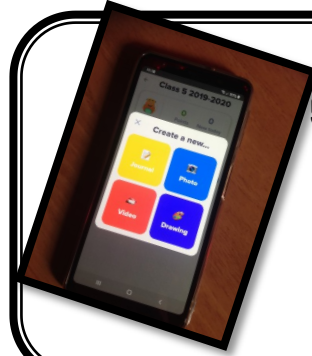# How to upload your child's work onto ClassDojo Portfolios

This is a guide for handheld devices using the ClassDojo app. If you access the website via a computer, the layout may be slightly different.
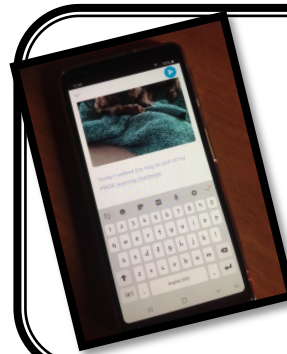
1. Open up your ClassDojo app on your phone or handheld device. Click on the profile button on the top left of the screen.
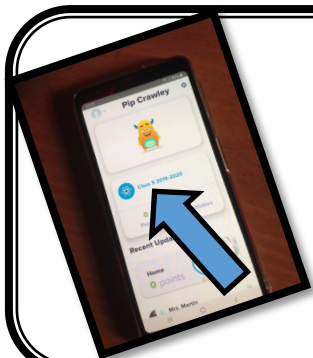
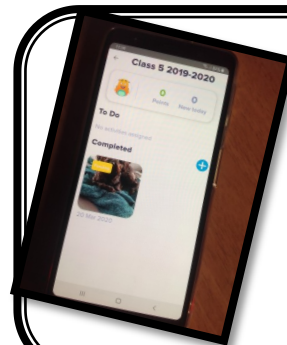5. Select whatever you would like to upload (probably photo, sometimes video).

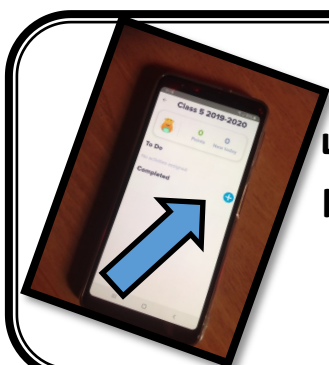2. Click on your child's profile to open it up (click yes if a permission pop-up appears).

6. Take the photo/video and add a written explanation of what is happening if needed.

2. Click on the blue class name.

7. Your work will be 'pending' until it has been seen and approved by the class teacher.

4. Click on the blue plus sign to add an activity.

8. When the teacher has approved it, the image will appear in your 'Story' homepage. There may even be a comment!

Please note: All images sent this way can only be seen and commented on by Fordham teaching staff ONLY. If a teacher would like to share your work on the class story for the rest of the class (pupils and parents) to see, they will seek out your permission first.