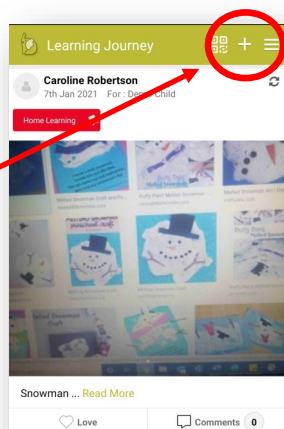
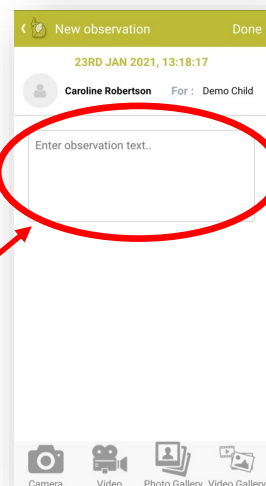


## Uploading evidence on EyLog

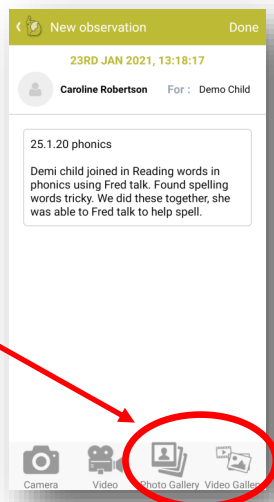
1. Open the eyLog app on your phone/tablet.
2. Press on the '+' button at the top right of your screen.



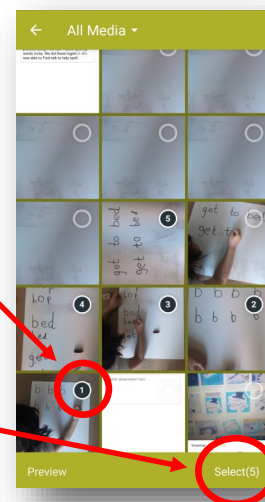
3. Where it says 'Enter observation text' add the date, subjects/title of the work being uploaded. You can also add any comments on how your child did during the activity or things they said.



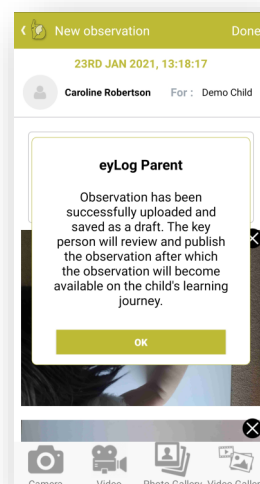
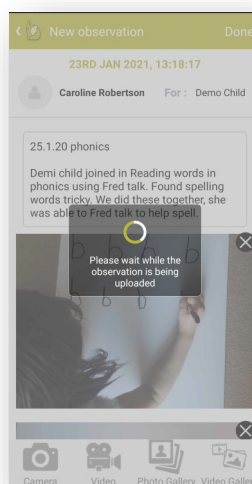
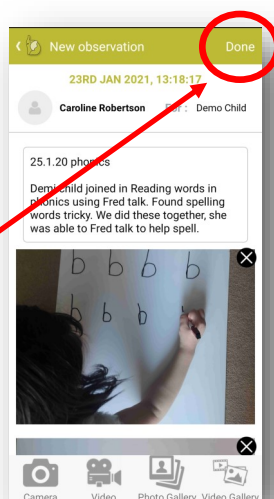
4. To upload photos or videos you have already taken press on the 'photo gallery' or 'video gallery' button at the bottom of your screen.



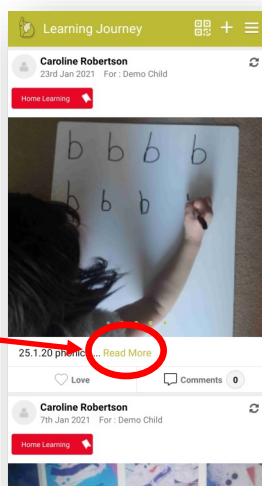
5. This will take you to your phones/tablets gallery. Press on the photo's/video's you wish to upload, you can add up to 5 at a time. A number will appear in the circle to show it has been selected.



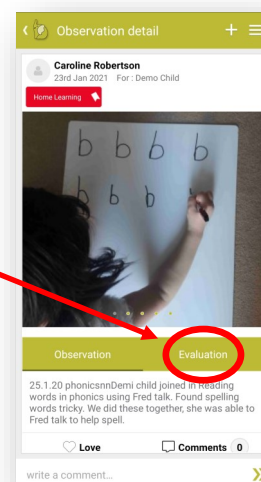
7. You will see your selected photos/videos added to your observation.
8. If you are happy press 'done' at the top right of your screen. This will send your observation to your child's teacher to look at.



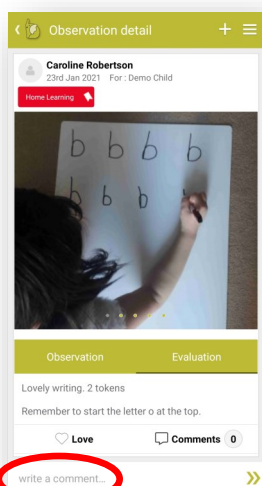
9. Your observation will only appear on your app after it has been looked at by a member of staff. You will find any comments in the 'evaluation' tab. To find this press 'read more' to see the full observation.



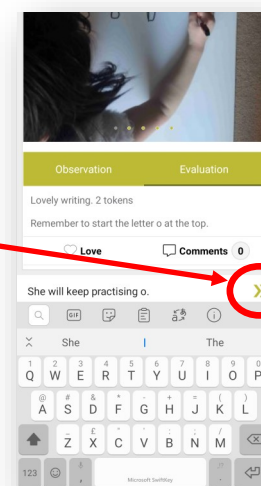
10. Press 'Evaluation' to see marking comments. We will also note here if we have given any tokens.



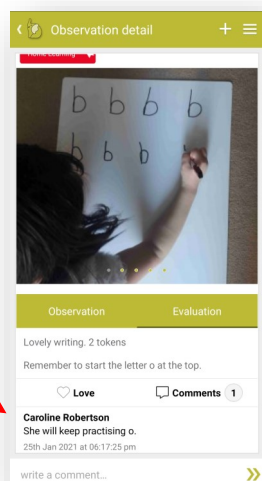
11. You can add your own comments by typing in the 'Write a comment' box at the bottom.



12. Type your comment in the box and press the green arrows to send it.



13. Any comments will appear on your child's observation straight away.



14. Any further responses to comments made by staff will also appear underneath.