

■ How to Download Your Child's Seesaw Portfolio

As we prepare to discontinue Seesaw at the end of 2025, families are encouraged to download a copy of their child's learning journal as a keepsake. Follow the steps below to save all of your child's work.

■■ If you're using a computer:

- 1 Go to <https://app.seesaw.me> and sign in to your Family or Student account.
- 2 Click on your child's name (if you have multiple children).
- 3 Select the Journal tab to view all posts.
- 4 Click your profile icon (top left corner).
- 5 Choose Account Settings → Download Journal Archives.
- 6 Seesaw will email you a link to download a .zip file containing a PDF version of all posts, photos, and videos.
- 7 Save the file to your computer or cloud storage as a keepsake.

■ If you're using the Seesaw app (on phone or tablet):

- 1 Open the Seesaw app and sign in.
- 2 Tap your profile icon → Account Settings.
- 3 Select Download Journal Archives.
- 4 You will receive an email with a download link.
- 5 Tap the link to download your child's journal (it may take a few minutes).

■ Tips:

- You can only download one child's portfolio at a time.
- Download links expire after 7 days — so please save the file promptly.
- If you experience issues, visit Seesaw Help Centre: Downloading Portfolios for further assistance.

Thank you for supporting this transition at Ripponlea Primary School.