

# Capturing observations ...

## ... a guide for teachers and TAs

**+** **Start by creating a new observation**  
Use the '+' icon under the observations tab to create a new observation – or choose **new observation** from the side menu.

### Indicate support levels

Tap on the tab to choose if your assesment was 'CHILD INITIATED' 'GROUP GUIDED' or 'ADULT LED'



### Select your class

Tap on the 'classes' tab to choose your class from the dropdown list



**Save**  
Tap here to save your observation

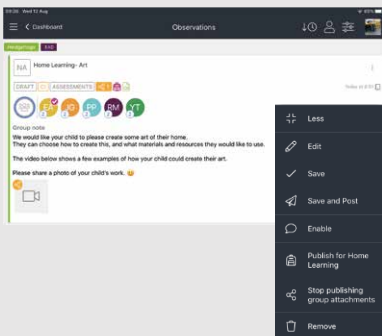
### Add a lesson title

### Select assessments

Choose statements from in-built UK frameworks to easily link learning to assessment. Apply refinements to show smaller steps of progress.

### Set home learning activities

From the observation menu choose to share the entry as a home learning activity.



### Enable parent comments

**Student Badges**  
Add badges to celebrate student success

**Add students**  
Tap here to select and add students to your observation



**Add audio**  
Tap here to record and add voice notes to your observation

**Add notes**  
Support your observation by adding notes for the group or for each individual

**Add photos**  
Tap here to select and add photos directly from your device, or use the camera on your device to take real-time photos

**Add video**  
Tap here to record videos for your observation.

You can create observations from an iPad or Android tablet, or with a Windows/Mac computer.

