## How to add evidence to Evisense as a Parent/ Carer.

**Step 1**- Log into Evisense at <u>www.evisense.com</u> You will need to use the email address you provided to the academy and the password you set up when creating your account.

evisense	
email	
login forgotten password	

**Step 2-** At the top of the page you will see the 'Evisense it' box. This is where you can add your photograph and comments about any work/ activities/ experiences completed at home.

**Step 3**- As you begin to type your comments in the 'evisense it' box, it will give you the option to tag a pupil. Start typing your child's name and select them from the list.

)	Q Search for Student	J D J Dennis 🏫 🚺 🕻
TP ordered num	nbers to 10 with support.	0
test	_	
T P Test P		When are you posting this for: Right now - Cancel Upload

**Step 4**- Once you are happy with your comments you should click on the paperclip icon in the top right hand corner to add a photograph or evidence.

		Ø	•
n are you posting th	is for: Rig	ht now 🗸	
	Cancel	Upload	

**Step 5**- Once you have added your comments and photographs press the upload button to add it to your child's learning journey.

**Step 6**- If you want to add further comments to your post once it has been published you can add these in the comment box below the post.

Ø	Search for Student	J D J Dennis 🛖 🚺 🕻
Evisense it!		
TP Test Pupi	il ploaded by Mrs. Dennis a few seconds ago	•
TP ordered numl	bers to 10 with support.	

If you have any questions please get in touch through the academy office.