



Tapestry For Parents on the Web

Where to find Tapestry

The Tapestry application is accessed by pointing a web browser at:

<https://eylj.org>

Login Information

In order to use Tapestry, your setting will have to register a user account for you on their system.

Your username: This will be the email address that your setting has registered you with (can be changed later)

Your password*:

*please change your password to something unique and secure when you log in to Tapestry for the first time.

The Home Screen

The Home Screen displays a navigation bar with 'Obs', 'Children', 'Images', 'Videos', and 'Search'. Below the navigation bar, there are two observation cards. The first card is titled 'Opening the sandpit' and the second is 'People who help us'. A 'List of your children' link is visible above the first card. A 'Search' button is located in the top right corner. The page is powered by TAPESTRY.

The Preferences Screen

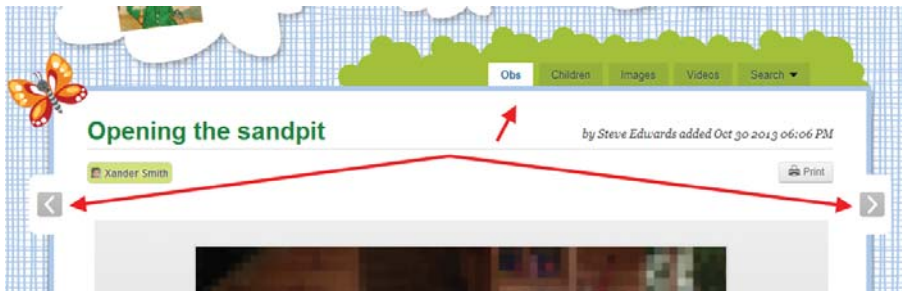
The Preferences screen allows users to manage their account settings. It includes sections for 'Connected Children', 'Email Notifications', 'Email Address', and 'Password'. A 'Save' button is located at the bottom of the page.

Viewing Observations



To view an observation click on the title of any observation in the obs, images or video tab. You can scroll up and down to view all of the content in the observation.

At the top of the screen you have access to the navigation tabs, and can jump backwards and forwards through observations using the arrows to the right and left side of the screen.



Adding an Observation



Click on the "Obs" tab and then on the "Add Observation" button.

Adding an Observation cont'd..

sunrise - Add Observation

A screenshot of the "Add Observation" form. The form has the following fields and buttons:

- Child:** A dropdown menu with "Please select a child" and an "Add Child" button. A red arrow labeled "1" points to the "Add Child" button.
- Title:** A text input field. A red arrow labeled "2" points to the input field.
- Created:** A date and time selector showing "Friday 20, December 2013" with "14" and "42" dropdowns. A red arrow labeled "3" points to the time dropdown.
- Notes:** A large text area for notes. A red arrow labeled "4" points to the text area.
- Add Media:** A section with a table for "Filename", "Size", and "Status". Below the table are "Add files" and "Start upload" buttons. A red arrow labeled "5" points to the "Add files" button.
- Save:** A "Save" button at the bottom right. A red arrow labeled "6" points to the "Save" button.

- 1) **Adding child/children to an observation:** select children you wish to add to the observation, by selecting them from the drop-down list and clicking the "Add Child" button.
- 2) **Add a title to the observation**
- 3) **Set date and time:** this will be set automatically, however you can change this if you need to
- 4) **Add notes about the observation**
- 5) **Upload media such as photos or video:** click on the "Add Files" button to open a file chooser window. Select you file(s), then click the "Start Upload" button to attach them to the observation.
- 6) **Save:** Click the "Save" button to record the observation