



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 'List of observations' link is visible below the second card. A 'Search' button is located in the top right corner. A 'Pages with images/videos' link is also visible. The page is powered by TAPESTRY.

The Preferences Screen

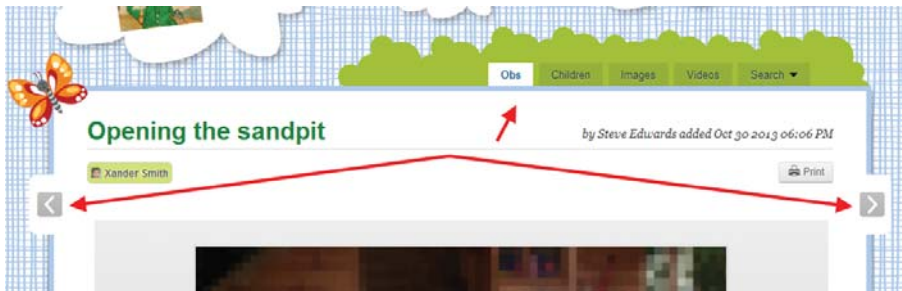
The Preferences Screen allows users to manage their account settings. It includes sections for 'Connected Children', 'Email Notifications', 'Email Address', and 'Password'. A 'Save' button is located at the bottom. Red arrows point to the 'List of your children' link, the 'Opt in/Out of emails' checkbox, the 'Change email address' input field, the 'Set new password' input fields, and the 'Save preferences' button.

Viewing Observations

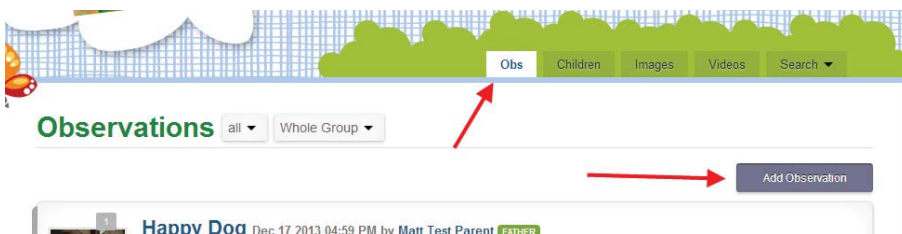


To view an observation click on the title of any observation in the obs, images or video tab. You can scroll up and down to view all of the content in the observation.

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 several fields: 'Child' with a dropdown menu and an 'Add Child' button; 'Title' with a text input field; 'Created' with a date picker set to 'Friday 20, December 2013'; and 'Notes' with a large text area. Below the 'Notes' field is an 'Add Media' section with a table for 'Filename', 'Size', and 'Status'. There are 'Add files' and 'Start upload' buttons. At the bottom, there is a 'Save' button. Red arrows and numbers 1 through 6 point to these elements: 1 points to the 'Add Child' button, 2 points to the 'Title' input field, 3 points to the 'Created' date picker, 4 points to the 'Notes' text area, 5 points to the 'Add files' button, and 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