



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.

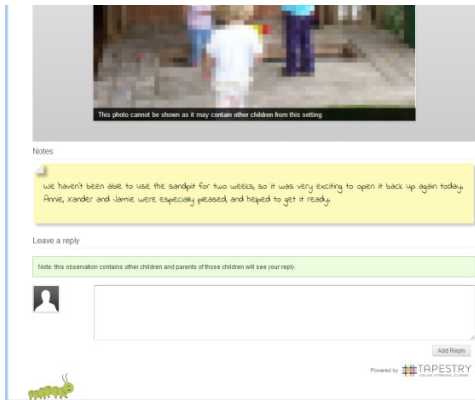
The Home Screen

The Home Screen shows a navigation bar with 'Obs', 'Children', 'Images', 'Videos', and 'Search'. A dropdown menu for 'Matt Test Parent' includes 'Edit Preferences' and 'Log Out'. The main content area displays a 'List of your children' and a 'List of observations'. Red arrows point to 'Preferences', 'Log out', 'Observations screen', 'List of your children', 'Pages with images/videos', 'Search', and 'List of observations'.

The Preferences Screen

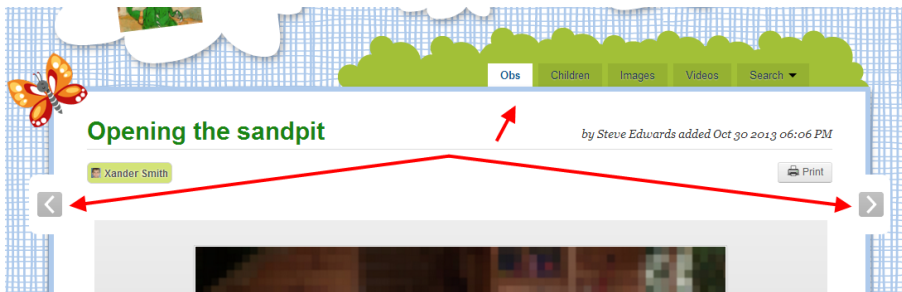
The Preferences screen includes sections for 'Connected Children' (showing 'Xander Smith'), 'Email Notifications' (checkbox for receiving emails), 'Email Address' (current: 'mb@test.com'), and 'Password' (fields for new and confirm passwords). A 'Save' button is at the bottom. Red arrows point to 'List of your children', 'Opt in/Out of emails', 'Change email address', 'Set new password', and 'Save preferences'.

Viewing Observations

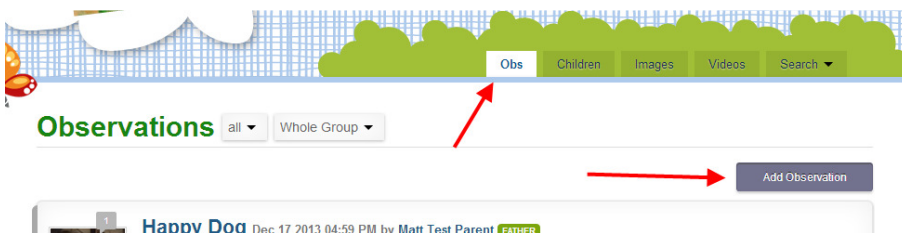


To view an observation click on the title of any observation in the obs, images or video tab. You can scroll up and down to view all of the content in the observation.

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 for "sunrise". The form has several fields and buttons. Red arrows with numbers 1 through 6 point to specific elements: 1 points to the "Child" dropdown menu and "Add Child" button; 2 points to the "Title" text input field; 3 points to the "Created" date and time dropdown menus; 4 points to the "Notes" text area; 5 points to the "Add files" button in the "Add Media" section; 6 points to the "Save" button at the bottom of the form. The "Add Media" section includes a table with columns for "Filename", "Size", and "Status", and buttons for "Add files" and "Start upload".

- 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