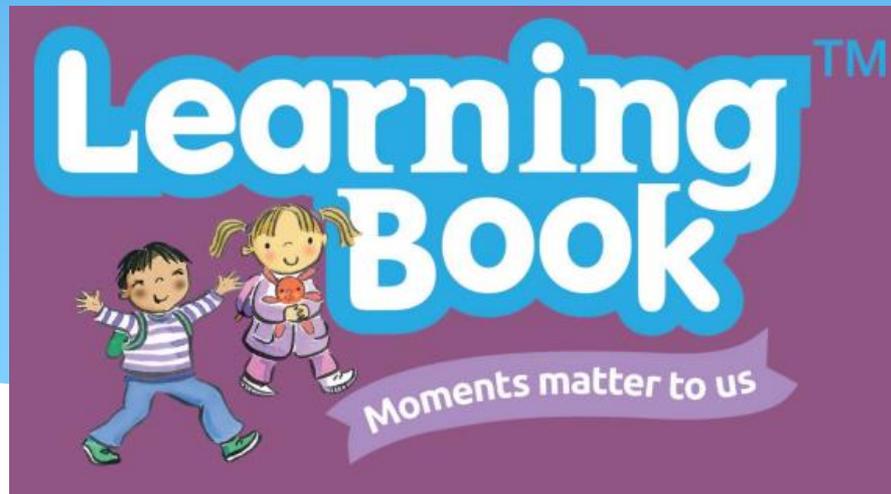




Airedale Infants School
Learning Book Launch
15.01.20



**What is Learning
Book and why do
we use it?**

Learning Book

Learning Book is used in both Nursery and Reception, and is a Digital Learning Journey where you can observe, track and view information on your child's progress easily and securely. Learning book provides us with the opportunity to share valuable learning steps and progress with you, enabling you to support your child's progress further at home.

How to Logon

1 Parents how to: Logon to MyLearningBook

- Open an Internet browser. LearningBook is best viewed on a PC using the latest version of Google Chrome browser, or a mobile device.
- Enter the address of the logon page - <https://mylearningbook.co.uk>
- Enter the email address that you gave to your child's school/nursery and the password that that has been provided by them (remember all passwords are CaSe SeNsItIvE).
- Click the "Log in" button.



The screenshot shows the login interface for the My Learning Book parent portal. At the top, the logo "My Learning Book" is displayed in a playful, rounded font, with "abc" in smaller letters between "Learning" and "Book". Below the logo is an illustration of two children, a boy and a girl, walking and holding hands. Underneath the illustration, the text "Parent portal" is centered. Below this, there are two input fields: "Email address" and "Password", each with a light blue label and a white input box. To the left of the "Password" field is a link for "Forgotten password?". To the right of the "Password" field is a blue button with the text "Log in" and a right-pointing arrow icon.

You can now download the new Learning Book iOS App by searching for 'The Learning Book' in the app store.

2 The Start Page



When first logging on to the Parents' Portal you will be sent to the Start Page.

Click on the **book on the shelf** to launch the learning journey or click the **“Start your journey here”** link.

If you have more than one child at the school/nursery click on the name of the child whose learning journal you want to see. If you can only see one child speak to your school/nursery and they will be able to link your other child(ren) for you.



3 How to: Browse through the book

Use the arrows (on the far left and right of the screen) to click forward or backward (or swipe if using a tablet).

Note: The “All about me” page is blank until completed by you or the school/nursery by clicking the blue pen at the bottom of the page”



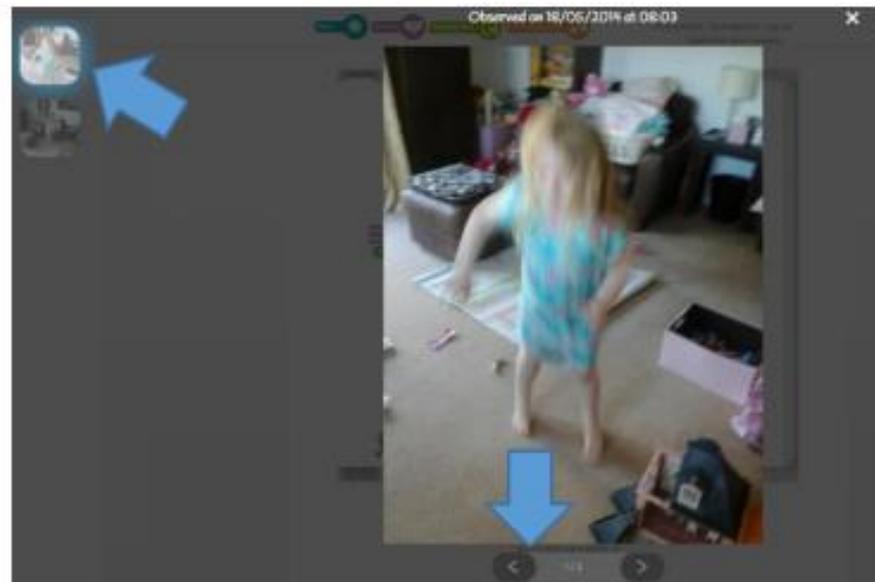
Add your
keepsake
comment



If more than one video, photograph or audio recording has been included within an observation you will see an icon next to the picture advising you of the number of media attachments.

To view the other images, click on the photograph

You can navigate between the images using the thumbnail photographs in the top left of the screen or the navigation arrows at the bottom.



How to Leave A Comment

4 How to: Leave a keepsake comment

Parents can leave a 'keepsake comment' next to each observation by clicking the **"Add your keepsake comment"** link. This is restricted to 125 characters so it fits into the margin;

You can see who made the comment and when they made it as well as editing or deleting it by hovering over the comment.



At Home

5 How to: Use At Home

The **At Home** feature allows parents to upload photos and associated comments from home. These can be used by the school/nursery as part of the child's Learning Journey if they are relevant to the child's development.



To upload At Home photos, click the “At Home” icon from the top menu.

This will load the **At Home** page from where you can see all the pictures and text you have uploaded;

To add a picture click the “Add Photo” icon where you will be prompted to choose the photo from your PC.

A screenshot of a web browser dialog box titled "Upload At Home Picture". It has a purple header with a close button. The main content area says "1. Upload picture" and features a "Choose File" button with the text "No file chosen" next to it. Below this, there is a red warning message: "Maximum upload size: 4MB. We only accept photos in .jpg format. NO GIFS". At the bottom, there is an "Upload Picture" button.

Note: The format needs to be JPEG (with the file extension .jpg). **The maximum file size is 4MB.**

We understand that when taking photos you don't always have control over the size of the photo so you may need to do a bit of resizing if the file size is bigger than 4MB before you try to upload the photo. You can use a program that is on all Windows PCs by default called 'Paint' which has a simple resize button using percentages. (A 50% reduction of a 15MB picture (which is very large) would reduce it to less than 4MB for example.) If you get the 100% message the photo is too big.



Type in some comments to help staff members get some context to the picture (try to keep these as brief as possible) and click **“Submit”**.

This will upload your At Home observation and return you to the At Home page. Staff at your school/nursery will have access to this upload and can choose whether to use it as part of your child's Learning Journey.



Any questions?

