For any parent experiencing difficulty in downloading information/files directly from the Tapestry app on mobile devices, please be advised that in order to do this you must be logged into Tapestry in the internet browser on your device.

The app is used to upload/comment upon observations only.

Please find below a guide to viewing an uploaded activity, downloading files and uploading an observation.

Guide to Viewing an Activity and Downloading Files

The Tapestry app will notify you on your mobile device that an activity has been published and this will show in your notifications on the left-hand side.
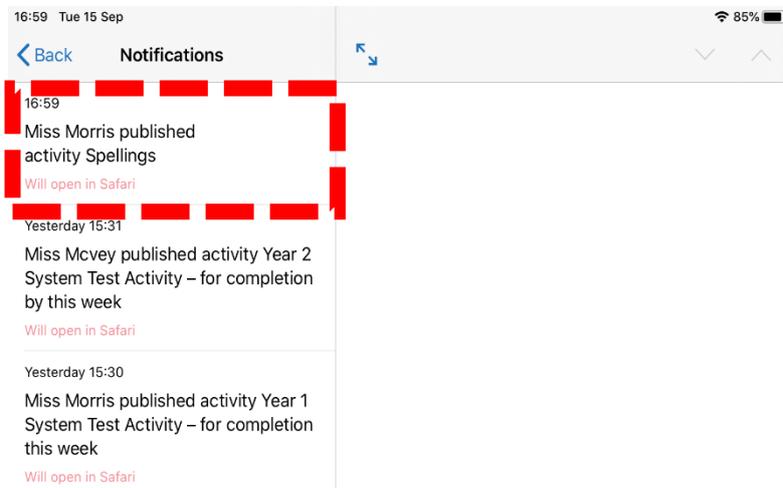
When you click on the notification in the app it will divert you to log into Tapestry in the internet browser on the same device.
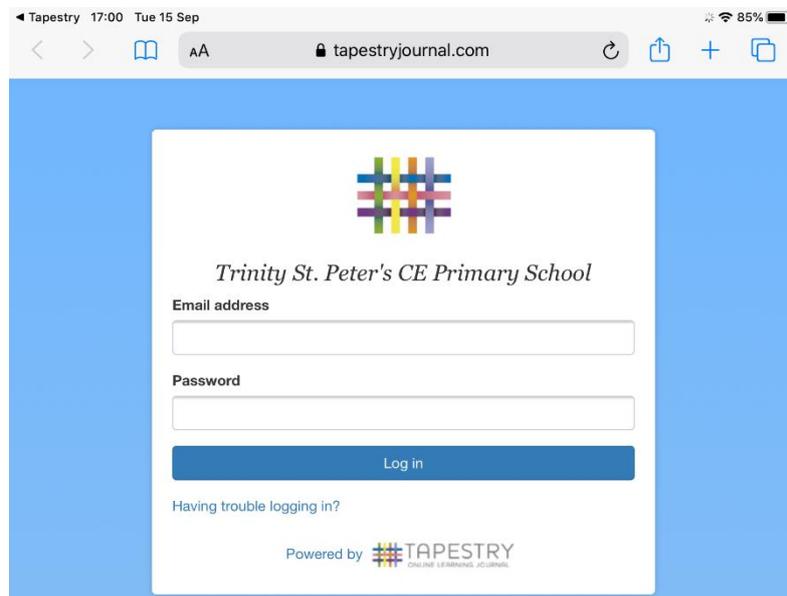
Once you have logged into Tapestry in the internet browser you will be able to select an uploaded memo or activity using the menu bar at the top.
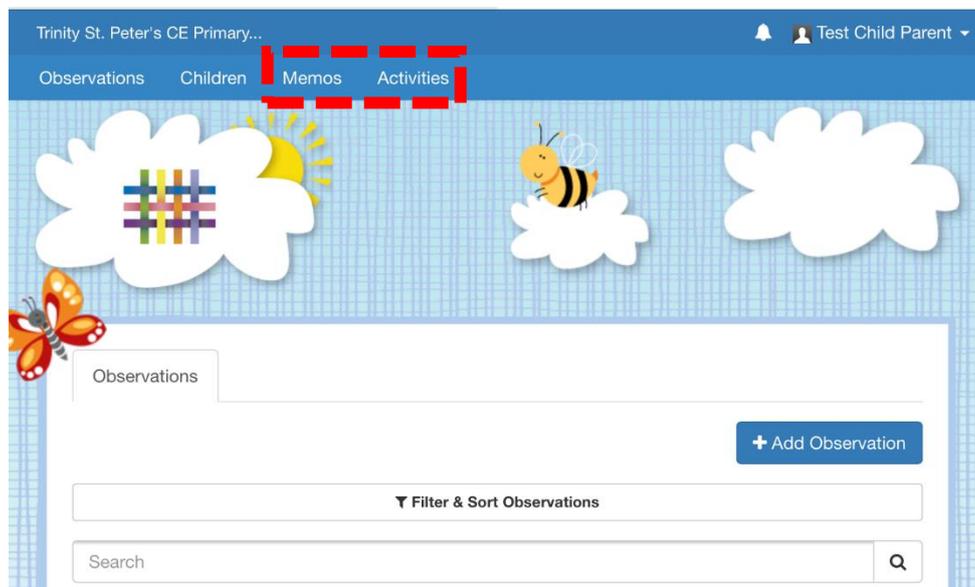
For example, after clicking the 'Activities' option, the Year 1 system test activity is listed.
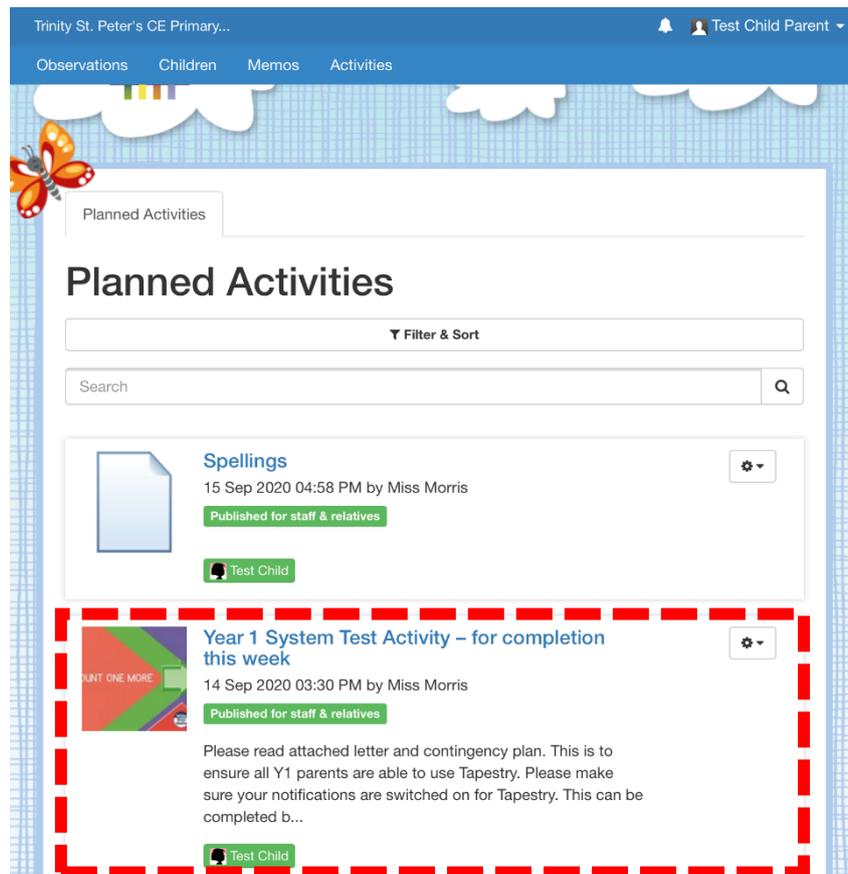
Once this activity is opened, the information and supporting downloadable resources can be accessed.

Guide to Uploading an Observation in Internet Browser

When parents upload an observation onto Tapestry, this is private for only school staff to see. In the event of an observation being uploaded by teachers that has been linked to several children, comments from parents that are added in response to this observation are not private and can be seen by the relatives of the other children.

Select the 'Observations' tab on the menu bar.
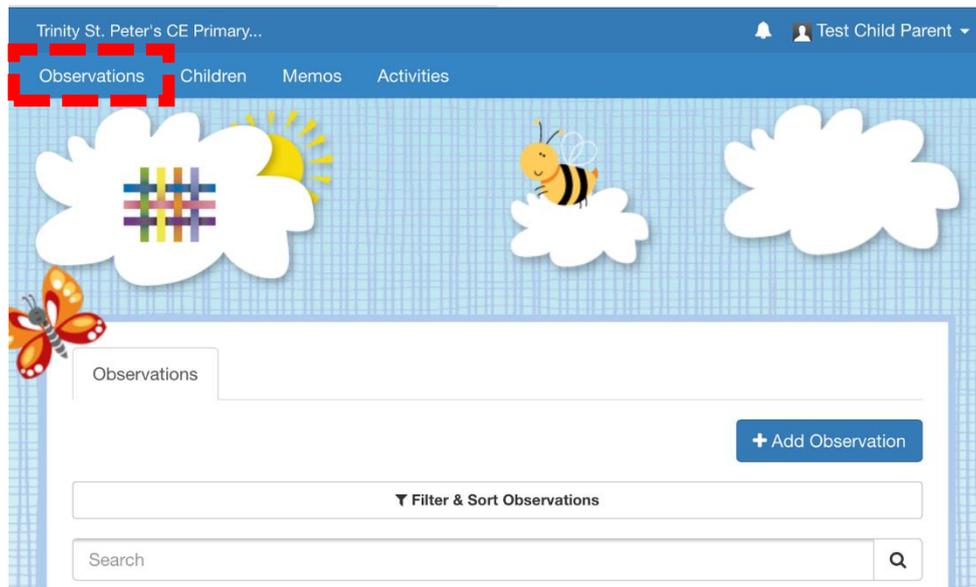
Select '+ Add Observation'.
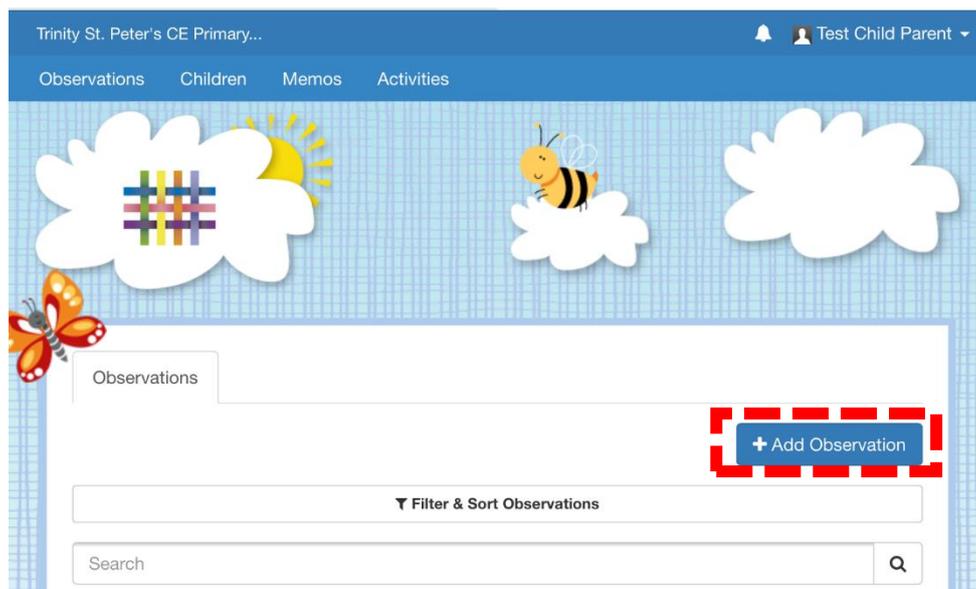
Complete the observation by adding a title and comment. To add a file to this observation, select 'Add files' and then click 'Start upload', to upload this file to the observation. Once you are happy with the completed observation, select 'Save'.

In the event of an observation being a reply to a set activity, please follow the steps below.

By scrolling to the bottom of the activity you wish to upload an observation for, you are able to select 'Reply with an Observation'. For example, this may be an image of a completed worksheet or comments on the completion of an activity.

The observation form will be loaded and can be completed as above.

Guide to Uploading an Observation in the App

Please note a file cannot be uploaded onto an observation using the app. Only an image or video saved on the mobile device can be uploaded. See guide above for uploading files.

Select '+' to add an observation.
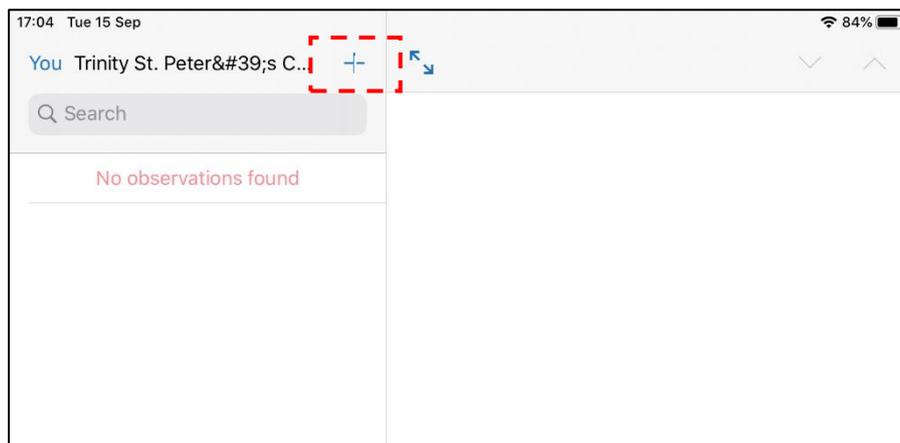
Complete the observation by adding a title and comment. You can then either take a direct photograph or upload an image or video from your library.

You will then need to select the child you wish to link to the observation. This will be the case for relatives with siblings using Tapestry. Children without a sibling should automatically be linked to the observation.