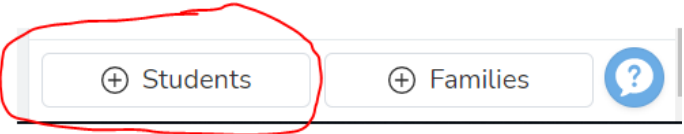


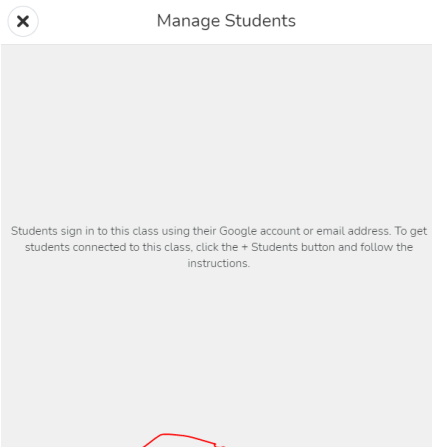
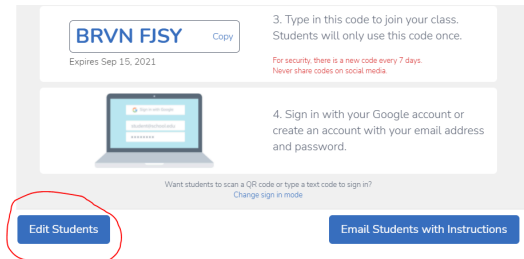


How to Add Students to Your Seesaw Classroom

Step 1: From your classroom page, in the bottom right corner, click the +Students

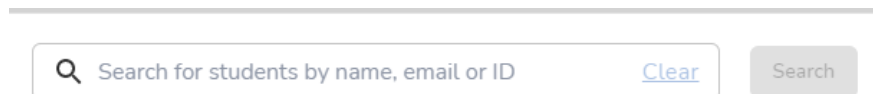


Step 2: On the next screen, in the bottom left click the blue “Edit Student” icon



Step 3: You'll be brought to a screen titled, “Manage Students”. Click the blue +Add Students icon

Step 4: The next screen allows you to search for students by name, email, or ID.



If you are searching for a student to add to your classroom in Seesaw and they do not appear as an option. Follow these steps:

1. Click the Create a New Student option at the bottom of the Add Student View

Can't find the student you're looking for? [Create a New Student](#)

2. Fill out the Create New Student Information
 - a. First Name
 - b. Last Name
 - c. Student ID - This is the State ID#, it can be found in Infinite Campus
 - d. Student Sign In Method* - **Choose Google/SSO**
 - e. After you click “Google/SSO you will be prompted to enter the child's email address
 - i. The email address can be found in Infinite Campus
 - f. Choose “Create New Student” after all the fields are filled

Create New Student

Reach out to your administrator if you don't have this information.

Student First Name*

Student Last Name*

Student ID*

Student Sign In Method*
☐ Class Code ☐ Email ☒ Google / SSO

Student Email Address*

[Cancel](#) [Create New Student](#)

3. You will be asked if you want to add the student to the school directory. Click on the blue Add to School Directory and Class.

Add to School Directory &
Class

[Go Back & Edit](#)

4. If you are adding more than one student at a time, repeat steps 1-3. When you are done, in the bottom right corner choose “Add ___ Student(s) to Class”

Add 1 Student to Class