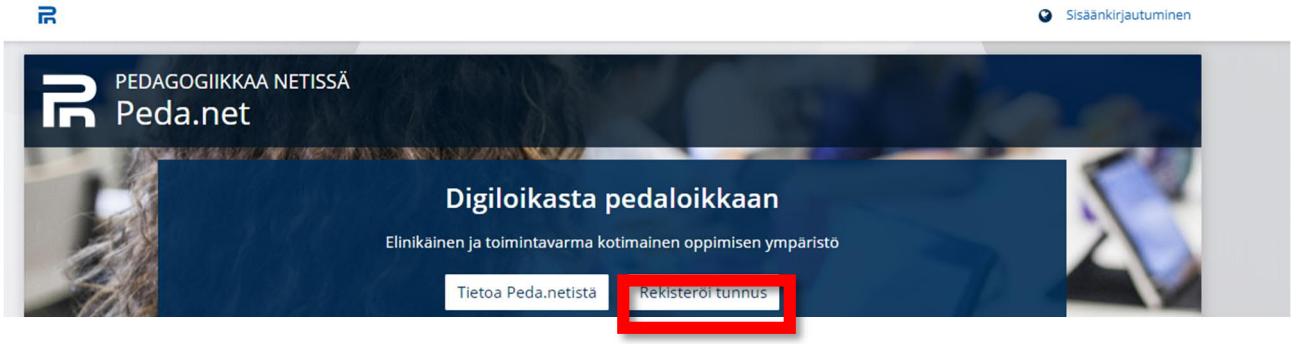
PEDA.NET USER INSTRUCTIONS

Kerava Department of Education and Teaching

Instructions 1.

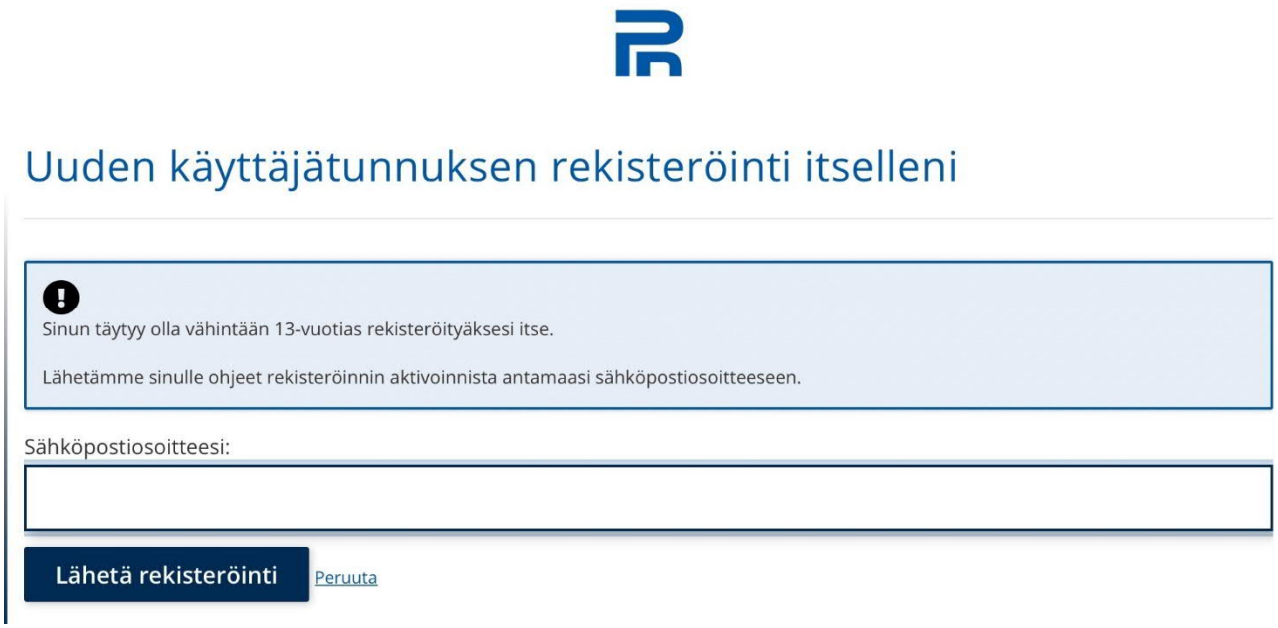
CREATING A PEDA.NET USERNAME



1. Go to www.peda.net and on the home page, choose rekisteröi tunnus
2. It will recommend creating a username for the guardian.

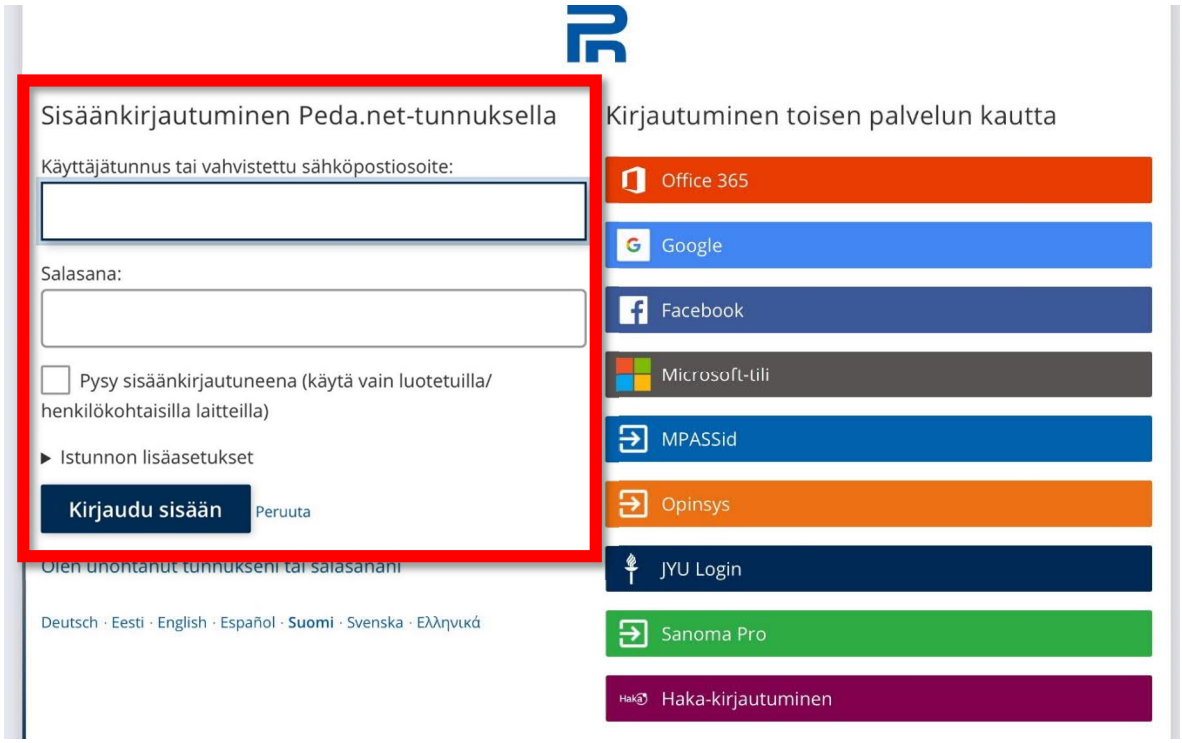
3.

4. Create a username for the guardian, give your e-mail address and at the end, click on Lähetä rekisteröinti.



5. Peda.net will send to the e-mail address you gave a temporary username (7 numbers) and password (4 numbers), which you will need for activating the username. If the activation is not done within a week, the username will be removed.

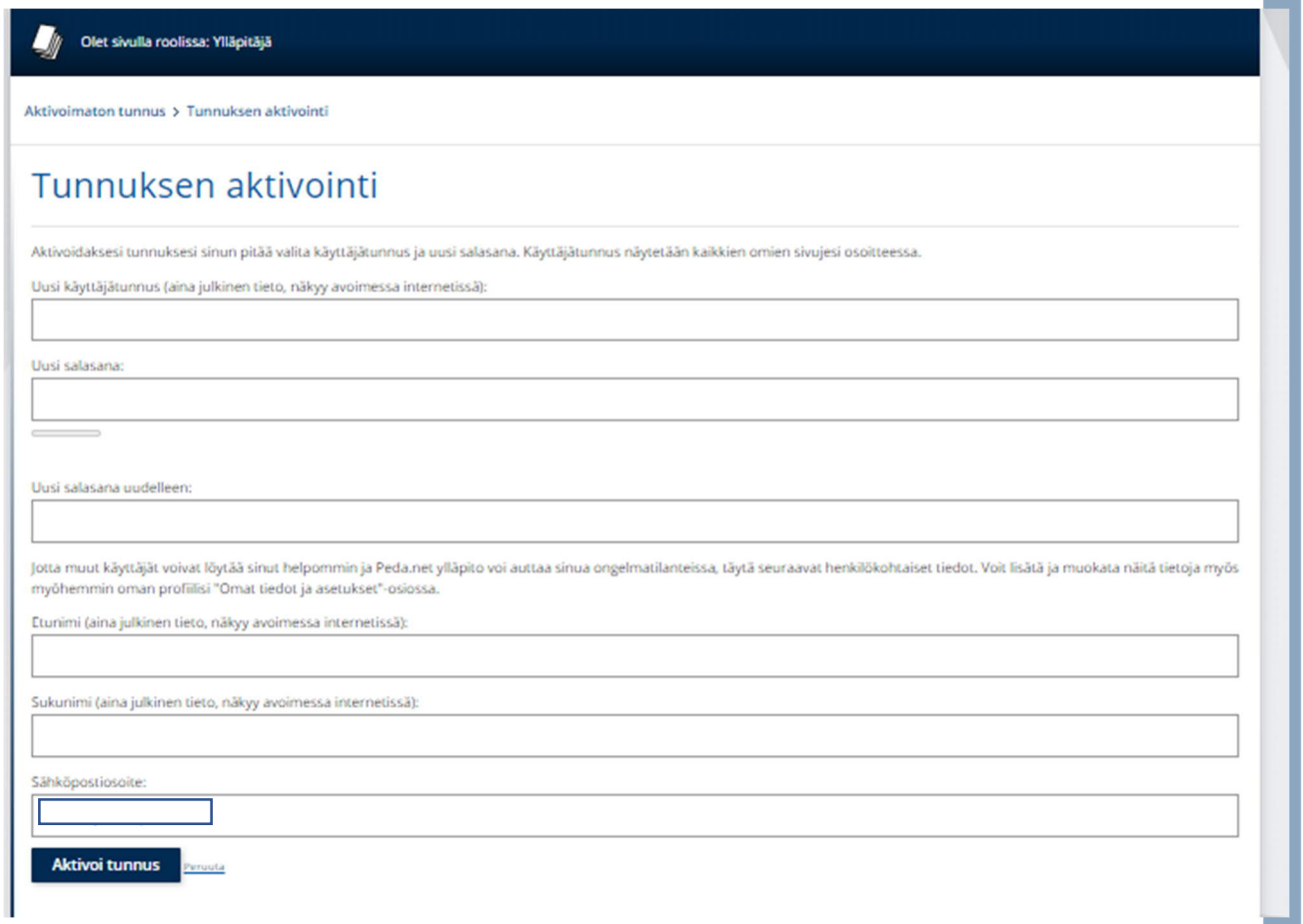
6. Log into Peda.net for the first time by using the temporary username and password that you received in your e-mail.



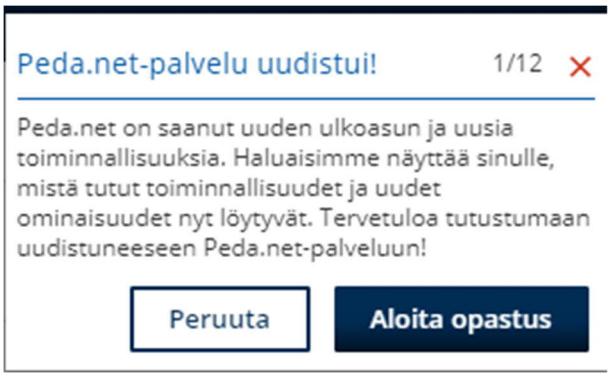
7. Click on aktivoimaton tunnus in the upper righthand corner

8. Next you will see the Peda.net service terms of use. You can go forward by clicking on the approval - Hyväksyn käyttöehdot that is found at the end of the terms of use.

9. Make up a username and password, that you will use in the future to be able to log into the Peda.net service. First and last names are public information in Peda.net; *if you do not want to use your own name, remember to notify the staff of the first and last name you use so that they can give you access and user rights to your child's personal portfolio.* Finally give your e-mail address again, with which you can later reset a forgotten password or where you can receive notifications of updates to your child's portfolio if you wish. Confirm the information you have given by click on Aktivoi tunnus.



10. The Peda.net username is now ready, and you can see your own profile page (OmaTila) At the same time, you can get to know the service:



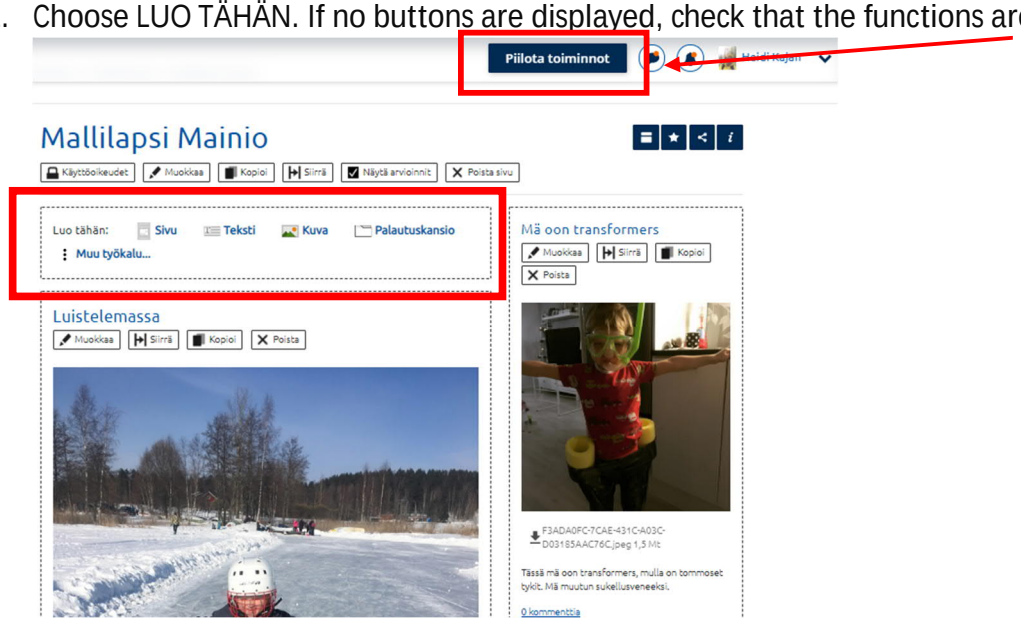
11. Now WRITE in your browser https://peda.net/kerava/varhaiskasvatus
12. See also the instructions for guardians at https://peda.net/kerava/varhaiskasvatus/vt/jaettavat-ohjeet
13. Find your own child's day care center and group. Send your registration request to the group by writing your child's name in the message.
14. If there are any problems, contact the adults in your child's group.

Instructions 2.

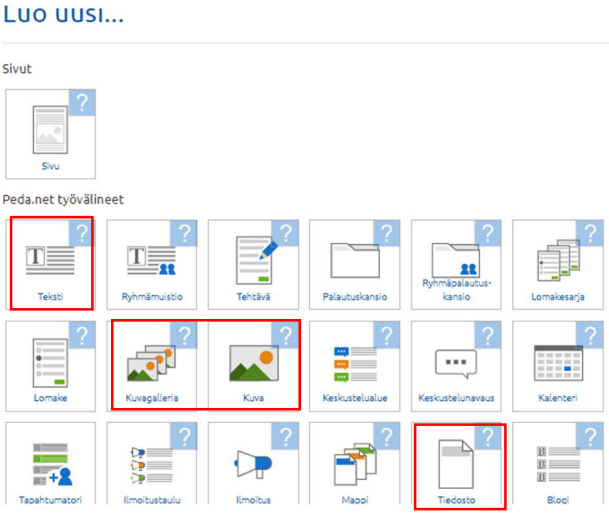
INSTRUCTIONS FOR CREATING CONTENT ON PEDA.NET

1. Log into the peda.net website and go into your child's portfolio. (If you have not been there before, go to the address: peda.net/kerava/varhaiskasvatus. Below that site you will find all Kerava kindergartens, groups and children's folders. If you use peda.net on your phone and it is difficult to use, the pictorial instructions for using peda.net on your phone are also uploaded to that homepage.)

2. Choose LUO TÄHÄN. If no buttons are displayed, check that the functions are visible



3. CHOOSE THE TOOL



4. WRITE THE VIDEO TITLE, FOR EXAMPLE ITS DATE.
CLICK CHOOSE TIEDOSTO PICTURE LIBRARY (On an Android telephone you need to choose the files). THERE YOU CHOOSE THE VIDEO FILE YOU HAVE SAVED (it can be found easily under "Recently added")

If you want, you can write accompanying words for the video in the text box.
Click TALLENNA and wait for the video to upload.

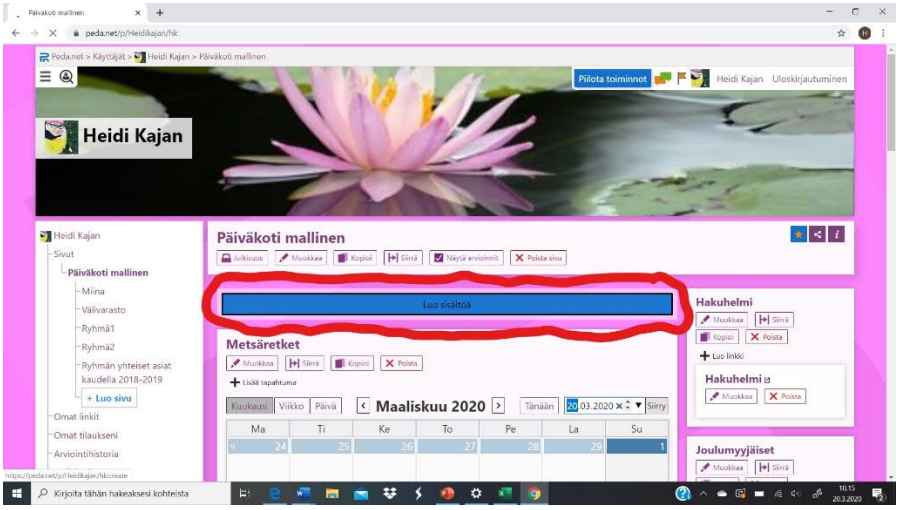
Instructions 3.

INSTRUCTIONS FOR CREATING VIDEOS ON PEDA.NET

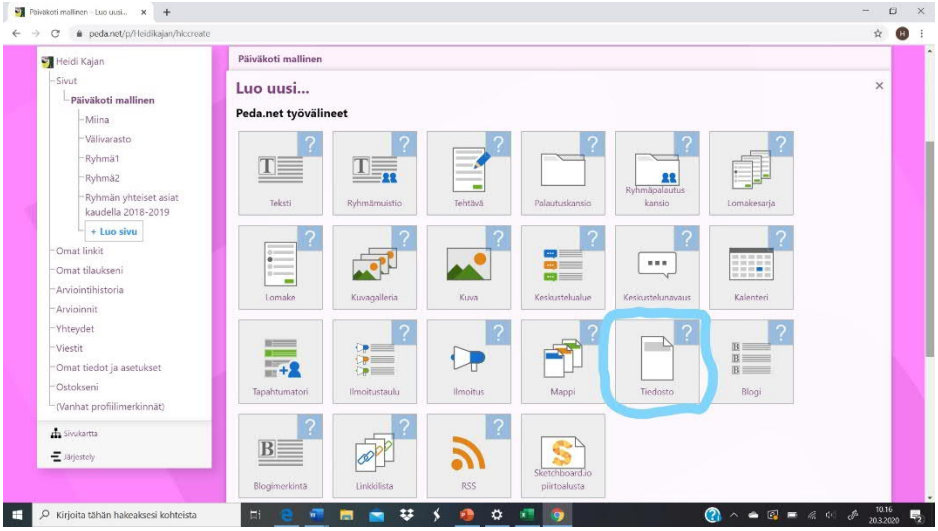
-film the video first on a telephone or tablet

1. Log into the peda.net website and go into your child's portfolio. (If you have not been there before, go to the address: peda.net/kerava/varhaiskasvatus. Below that site you will find all Kerava kindergartens, groups and children's folders. If you use peda.net on your phone and it is difficult to use, the pictorial instructions for using peda.net on your phone are also uploaded to that homepage.)

2. Choose LUO SISÄLTÖÄ



3. CHOOSE TIEDOSTO



4. WRITE THE VIDEO TITLE, FOR EXAMPLE, ITS DATE.
CLICK CHOOSE TIEDOSTO → PICTURE LIBRARY (On an Android telephone you need to choose the files). THERE YOU CHOOSE THE VIDEO FILE YOU HAVE SAVED (it can be found easily under "Recently added")

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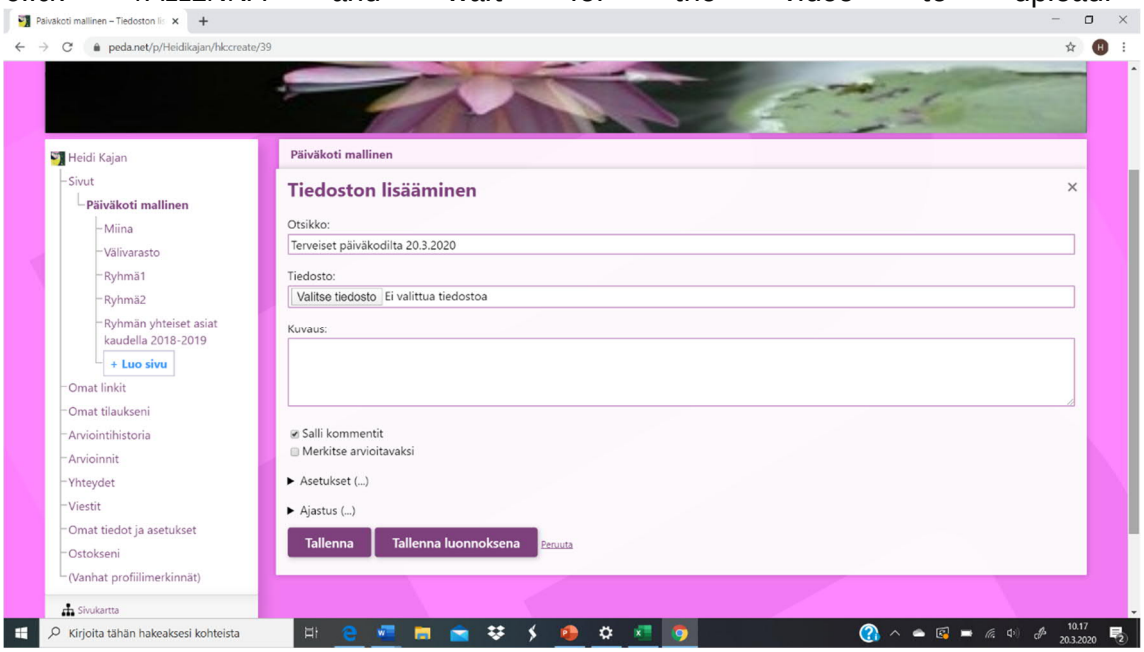
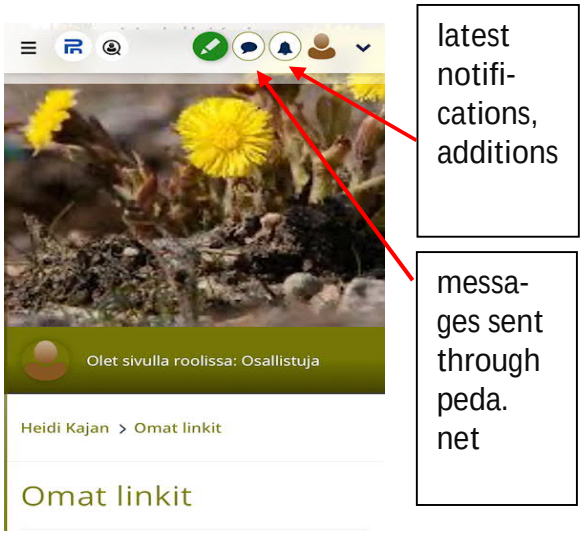


Instructions 4.

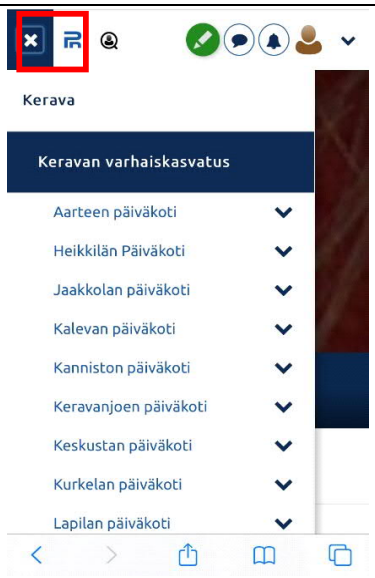
USING THE PEDA.NET PLATFORM ON A MOBILE PHONE

The Peda.net platform looks a bit different when using a mobile phone.

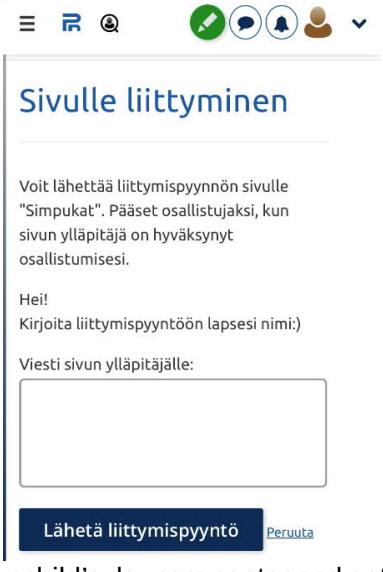


When you log into the peda.net website (the first time), the OMA TILA LOOKS LIKE THIS PICTURE.

Click yourself to the homepage
Find organizations
K -> Kerava-> Keravan varhaiskasva-tus

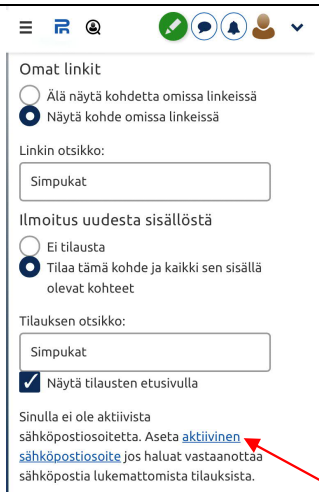


Click the navigation so that the sidebar be-comes visible.



Find your child's day care center and enter a re-quest to join the group

When the teacher has accepted you into the group, go to your child's group again. Click the star button



Look at the choices above. By activating the e-mail address you will recieve a message about new content.

When you place an order for both your child's group and your child's folder, you will find direct links on their homepage in the future:

Once you have subscribed to the group and folder, you can find the recent changes directly by pressing la-la. New content has been added if a red ball appears on the watch

THE LOG OUT BUTTON is found here. There are also settings there where you can change, for example, the interface language.