

DIGITAL PORTFOLIOS



Turku uses so-called digital portfolios for all children in kindergartens and preschools. This is a digital platform, called Pedanet, where we collect documentation about the child.

Our pages on Pedanet have two parts. There are publicly accessible pages with information about our activities, and there are pages that require a login, where we collect pictures and other information about your child.

As a parent, you must:

1. Create an identity for your child on Pedanet. Communicate the username you have created to your group.
2. Fill in and return the photo permission form.

Once this has been received, we can link your child to the department to which he belongs.

2. CREATE USERNAME ON PEDA.NET


NOTE! Use other browsers than Internet Explorer when using peda.net for security and usage reasons.

1. Browse to <https://peda.net>
2. Select "Register New account" in top right corner.
3. Select either "I'm under 13" (if you see it as you're making a username for the child) or "I'm over 13" (if you're seeing it as you're making a username for yourself)
4. Fill in the child's name and own name and email or just your own email, depending on which option you have chosen. Click on "Register".
5. After registration you will receive a one-time id in your mail. The account must be confirmed within a week. (If you can't find the email look in the spam-box.)
6. Click on the link. Use the ID and password provided in the mail.
7. Read and accept the terms.
8. Fill in your username. Doesn't have to be first name/last name, but please note that the username is general information and visible to everyone. Also choose password. It is also recommended to fill in names, but this is not a must. As an email, set your own email address.
9. Chose "Activate account".
10. Confirm the email address sent to your email by clicking on the link in the email and then "Verify email address".
11. Write down for your own benefit the child's id that you will remember it. Note that there is difference between capital letters and lowercase.
12. Notify the staff of the child's group about the ID.


3. FIND THE WAY TO THE CHILD'S DAYCARE/PRESCHOOL

Once you have created an account on the site, you will need to do the following steps to find the department page:


From a computer:

1. Go to peda.net and log in.
2. Type <https://peda.net/turku/barnen> in the URL-box.
3. Click on the unit you want to go to and then on the group.
4. Click on the star, , on the right side of the screen.
5. Select "Show in my links". This will automatically create a shortcut to this page on your login page.

If you wish, you can also choose to subscribe to the page, and you will receive a notification if someone writes something on the page. The notification will be shown un-

der the bell, , in the top right corner.

6. Click on save.

From a smaller screen: Do steps 1-2 above, then you will have to click on the three bars, , in the upper left corner of the screen to bring up the menu and there click on first unit and the child's group.

HOW DO I ADD MATERIAL TO MY CHILD'S PAGE?

1. Browse to your child's portfolio folder and consider under what heading the post could fit.
2. Open appropriate folder and click on "Create" at the top of the page. Select "text" in the box "Create here".
3. Write a heading for the post, e.g. "10.9.17 Johanna cuts with scissors at home". In the content you can freely write text about what happened, pictures/videos you can enter by pressing "Add new attachment" and then browse for the file. You can upload images separately by selecting "picture" in the "Create here" box and. Video by pressing "other tool" and then "file".
Note that the large video may take a long time to upload and may not be possible to upload. On most phones, you can lower the quality of the video, or you can film shorter films which facilitates the use of peda.net.
4. Finally, select "Save" at the bottom of the page.

NEW USER ID AT PEDANET

THIS PAGE IS TO BE RETURNED TO THE CHILD'S GROUP

Remember to write down the user id even for your own use!

My child:

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Has the new Pedanet identity:

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