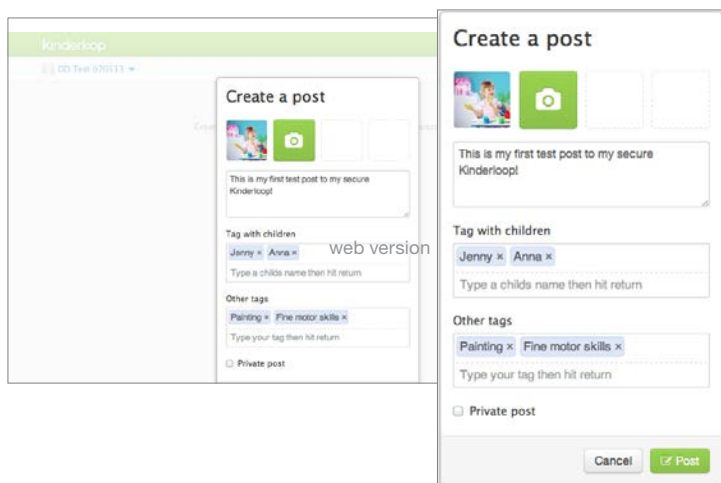


# Simplify your reporting using tags

This info sheet gives you the basic requirements for using tags effectively in your care setting.



## Capture moments & tagging

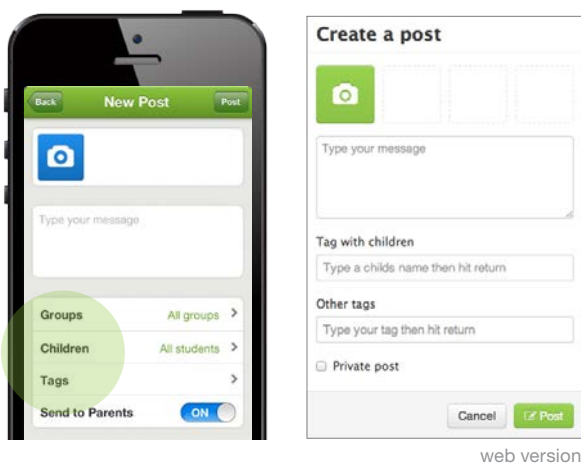
Add images from your library or capture a new one.

Write a short post about the event.

Tag with children's names (this will ensure the parents of those children see the secure post)

**Use 'tags' to create your own links to learning outcomes. As you type a tag and press return, that tag will automatically be added to your tag list to be used again at a later date.**

*Examples are: Physical, Social, Emotional, Cognitive, Language, image, video, feedback, water play, reflection, review, shared thinking, EYLF, EYLS, Assessment.*

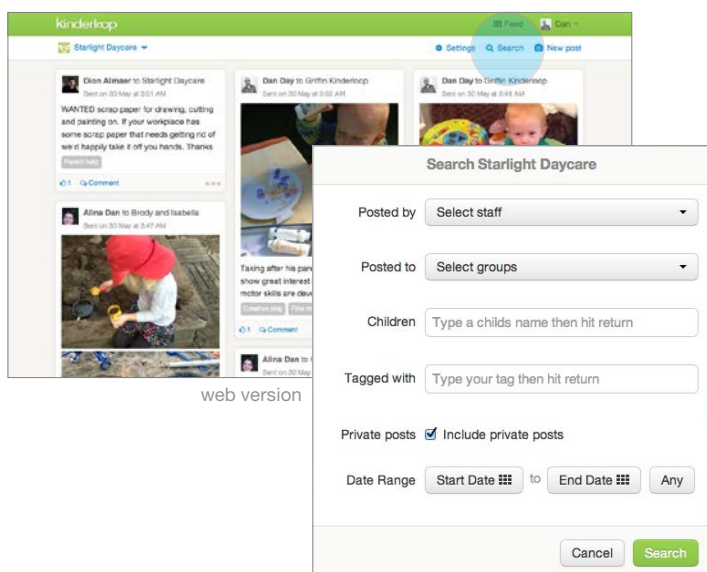


web version

## Tags via the app

**Start typing in the tag field to see your tags.**

Use photos and text to record events as a care provider, tagging children or groups as you go. Family members linked to a tagged child will be updated immediately.



web version

## Using the search feature to view a child's development

**(online only)** Your search function allows you to search using any criteria; children, tags, staff, dates etc. The results can be used to see development for each child in your care.