Set up your private Kinderloop on the web
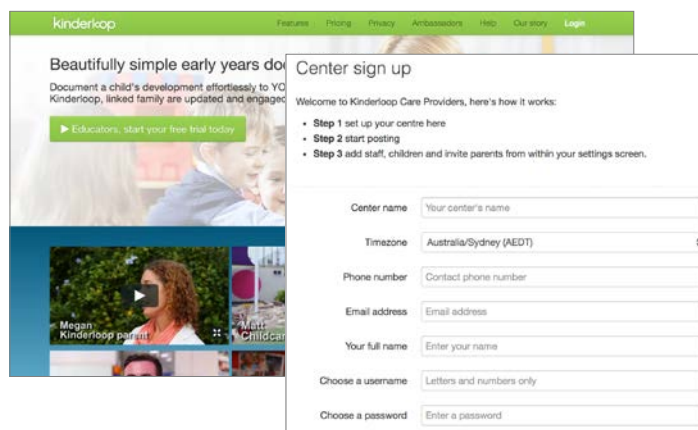
This info sheet gives you the basic requirements for first time setup.
Important note: We suggest an administrator set up your Kinderloop following these steps.

Step 1. Set up your private Kinderloop on Kinderloop.com
Step 2. Add staff, children and invite parents when ready (from within your settings)
Step 3. Start posting and get the **FREE Kinderloop Plus** app from your app store
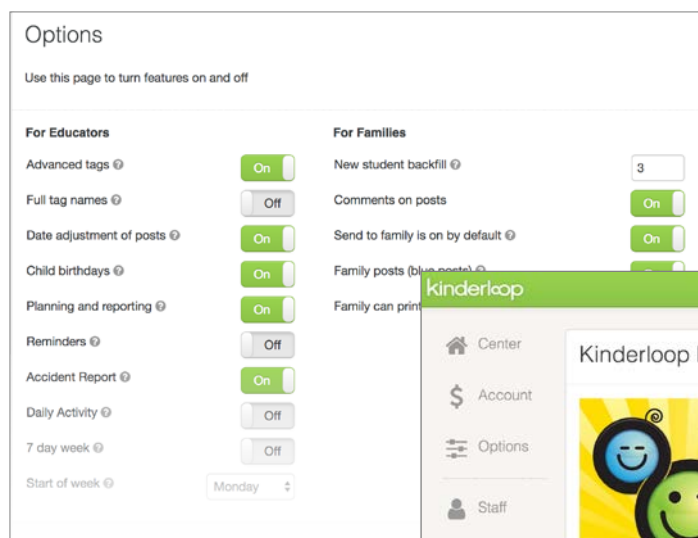
Set up your private Kinderloop

On a web browser, go to **www.kinderloop.com**
Click the big green button and enter your details.

You will then be guided by a simple walk-through of the basic Kinderloop features.

web version

Your Kinderloop settings (online)

When logged in online, you have access to your Kinderloop's settings, this is where you can **easily control all the elements of your private loop; staff, groups, children, learning tags** and see your health. The free app shows a simplified version of your Kinderloop making it easier to post in a busy situation.

1. Add staff

Add staff one by one and remember to give them their user-name and password, or setup one user-name for each group login.
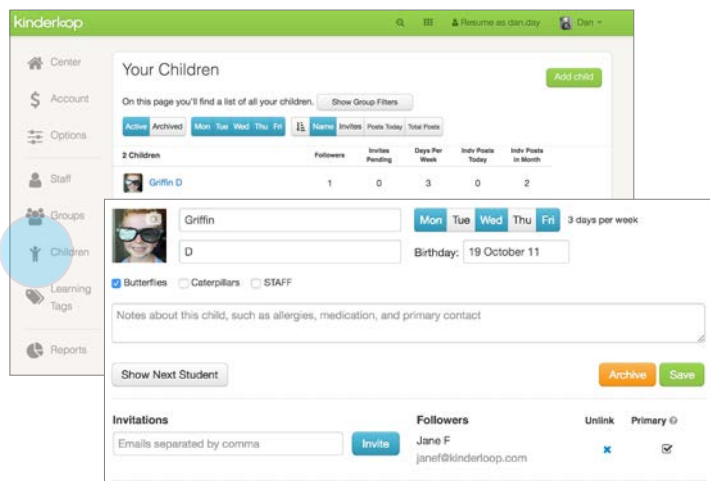
2. Create groups

Create as many groups as you need. For example, multiple rooms in a centre, Early learning room, Preschool room or room groups that may exist in your setting.

3. Add children

Add children and place them into a group. You can also add children on the fly by typing their name into a post and pressing return. You do not have to invite family members until you are ready.

4. Add learning tags

Add your own learning tags or choose from some of the more popular tags to pre-load. Tags can also be added on the fly when posting by typing the new tag and pressing return, it will automatically be added to your Kinderloop.

kinderloop.com

hello@kinderloop.com

Available on the App Store

ANDROID APP ON Google play

Inviting parents/family members

Once children are added to your secure Kinderloop, you can **easily invite their family members** at any time.

Add their email addresses to their child's settings, they will receive a **secure email inviting them to signup to view their child's Kinderloop**. We encourage you to use the **printable consent form** found here http://kinderloop.com/help.html it helps keep track of who gave the consent.

Extended family members

Invite additional family members to a child's secure Kinderloop, it could be a Grandma in Japan or a relative in the UK. Bring the extended family back together through a child's Kinderloop!

Create your first post online

Create your first post immediately from the web browser or by downloading the Kinderloop app to your mobile device and logging in to your private Kinderloop.

Capture moments & tag children/learning outcomes

1. Add images from your image library or capture a new one via the device's camera.

2. Write/speak a short account about the event.

3. Choose a **group** (if you have them) or

4. **Tag the children** (this will ensure the linked family of those children see the post) **If you leave the group and children selection blank, the post will go to all children within your Kinderloop.**

5. Use 'other tags' to choose your learning outcome or create a new tag by typing and pressing return, it will automatically be added for use next time. **You can pre-load popular tag options such as EYLF, NQS, MTOP, EYFS in your online settings.**

Private (yellow) posts

When posting, slide the send to parents **off** to create a **private post**, handy for **documenting individual child observations** and developmental skills for educator reporting requirements. No matter how many children you have tagged, the post will not be sent to linked family members while saved as a private post.
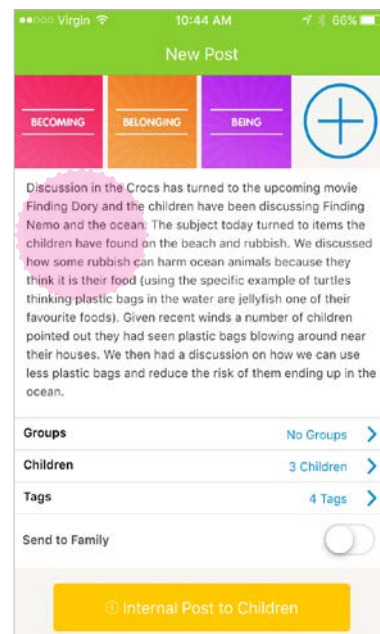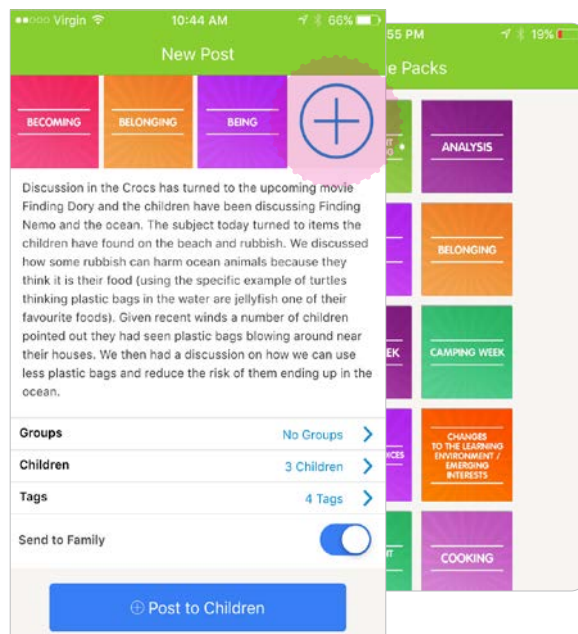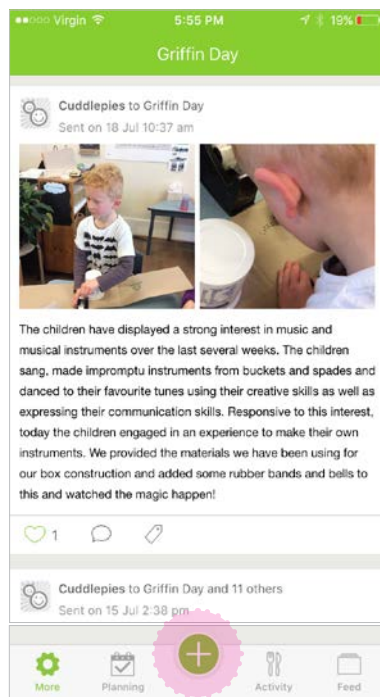
Kinderloop resource images

These are available in the Kinderloop Plius app and in the web login, simply choose your image when posting. Create your own in your Image Pack settings page.

kinderloop.com

hello@kinderloop.com

Available on the App Store

ANDROID APP ON Google play

Download the free Kinderloop Plus app

Post to your Kinderloop via the free app

Step 1. On your device, go to your app store and search for 'Kinderloop Plus'
Step 2. Install, its FREE!
Step 3. Login with your username/password and start posting to your private Kinderloop.

1 Sign in

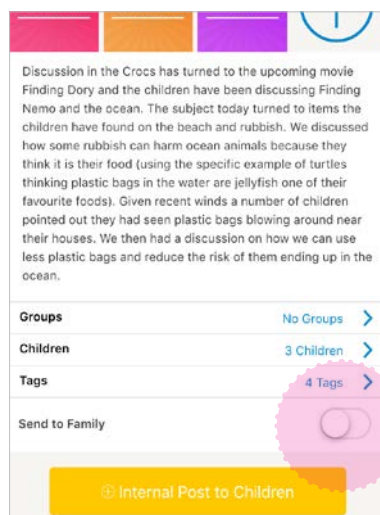Sign in with your username and password on your device.
To post, select the post icon.

2 Create post

Select the camera icon to add photos. Click on the photos, video or resource image you would like to add.

3 Write your ob

Now type in your comment or observation, follow up, planning, long or short it can always be edited later.
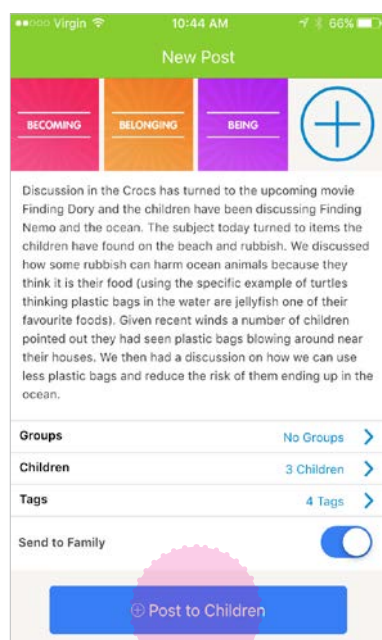

4 Private (yellow) post

When posting, slide the send to parents **off** to create a **draft (yellow) post**, handy for saving a post that you need to come back to later.
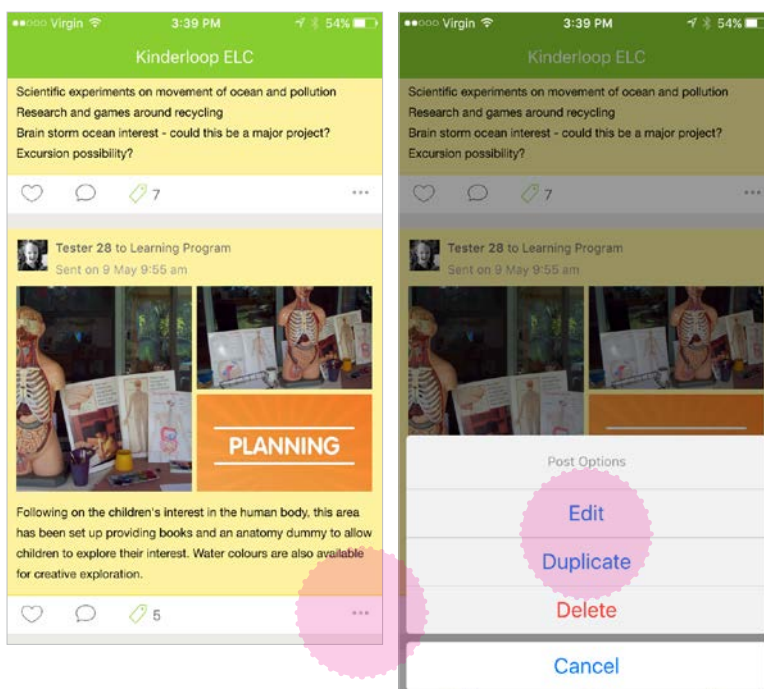

5 Tag children/learning outcomes

Select the group/children in the observation, then add learning tags to your post to help for searching and completing a summative assessment. To search for a tag, start typing the desired tag and a list will appear, it is possible to select multiple tags at a time.

Post to your Kinderloop via the free app (cont.)

6 Post

Ready to go, simply click post!

7 Edit/duplicate a post

Within the edit option it is possible to add photos or more detail to your observation in the message section. Add more learning tags that are thought of simply by typing them in and pressing enter to save them, EYLF Principles and Practices and NQS Quality Areas, even theorists!

8 Evaluation & comments

Is the evaluation of the observation, similar to the headings on the observation sheets previously used, these can be added into the post directly or as comments:

- Analysis of Learning and Development - can be a very detailed area and does not have to be written in EYLF language. Should include at least one developmental or learning point from each observation listed. For example – uses trial and error problem solving - demonstrates a preference for their right hand - explores known events during dramatic and imaginative play

- Objectives for Future Planning – needs to be broad enough to enable it to be easily incorporated into the program. Ensure that these ideas are added to planning format for others to share and implement. For example – to provide Child with opportunities to engage/explore/extend interest in dramatic play. - to provide Child with experiences which foster and promote their unique creative expression.

- Implementation - list examples of where future planning may have been implemented into the program. If it has not yet, list your ideas on the program breakdown page in the curriculum book and leave this square blank.

- Evaluation of Implementation – how did the child engage with the implemented extension experience? Are there further planning options that have emerged? What learning has the child demonstrated and how does this impact on their growth and development? This is the place for critical reflection on the program.