

## Tapestry - How to download your child's learning journal

14/07/20

Dear Parents and Carers,

This tutorial explains how you can download your child's Tapestry learning journal as a PDF or a zip folder of the photos and videos of your child.

Downloads are only available for 28 days after being created, so don't delay downloading if it's possible.

Please note that PDF and media downloads are NOT available on the app version of Tapestry, and that you may need to download an app that allows you to download PDFs on a mobile or tablet device.

Step 1: Log into Tapestry using the web browser version through our login page at <https://tapestryjournal.com/>.

Step 2: Click on your username at the top right of the screen and select 'Your Downloads' from the drop down list.

Step 3: On the Downloads page you should see all downloads you have available. Click the 'Download' button to download your PDF copy of the journal or ZIP file of the media.

Make sure you save your files somewhere safe and if possible save it to permanent storage off your PC (such as a CD or external hard drive), marking it so you will be able to find it in the future.

You can print off copies of the PDF journal and the pictures if you like. If you don't have a printer (or access to one you frequently use), you could try your local library, print shop, or look online, there are quite a few printing companies who will professionally print and bind documents and pictures for you to keep the journal as a book.

Please email the foundation stage email address before Friday 17th July if you experience any issues downloading the PDF. You can also ring the Tapestry support number found on the website for help and guidance.

Warm regards,

Miss Souter, Mrs Chapman, Miss Warren