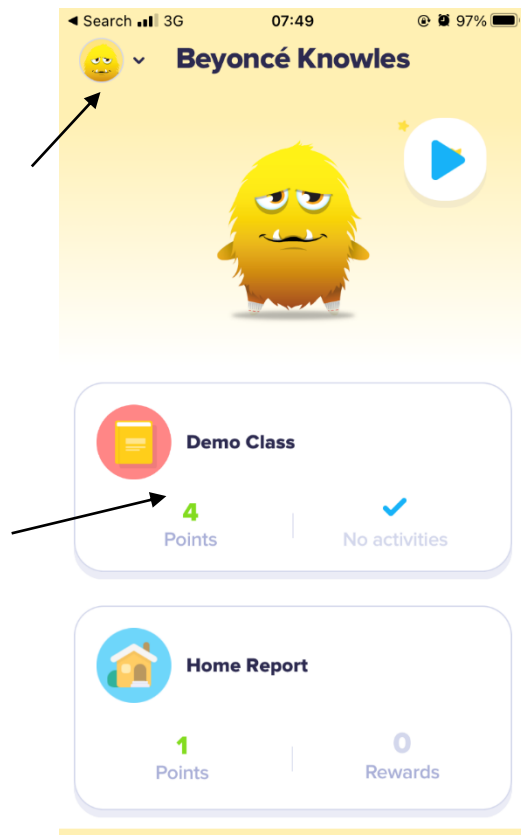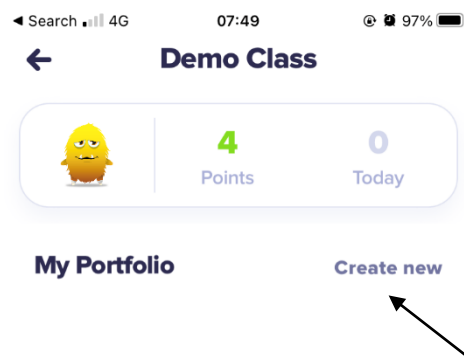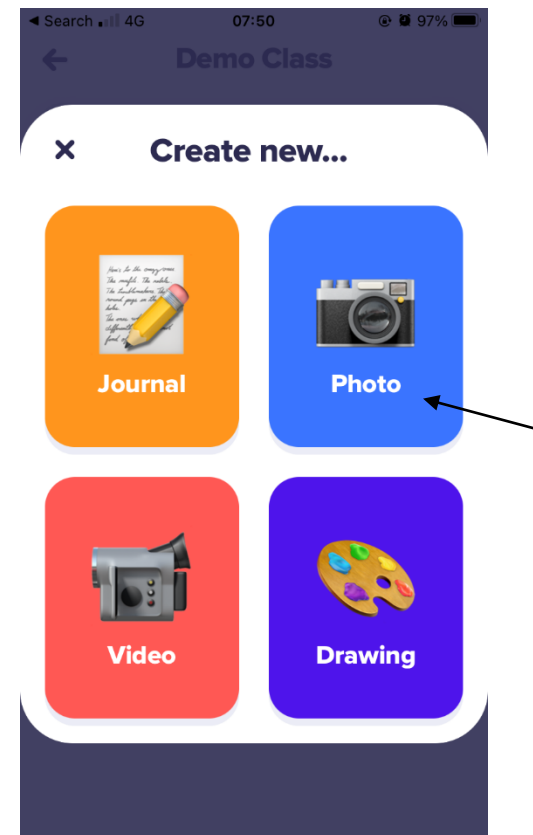# How to upload photographs to Portfolio:

Switch to your child's account by clicking the icon picture in the top left corner of the home page.

Then, click your child's class name.

Click 'Create new' next to 'My Portfolio'.

Click 'Photo'.

Snap a picture, add any comments and upload.

Once uploaded, it will be reviewed and approved by a member of the team!