How to Use the *Teaching Strategies GOLD®*
Documentation App for iPhone

Please note: Screenshots show the app on an iPhone 5S. Other Apple devices will have similar screens and buttons.

Download the App

Open the App Store℠ icon on your
iPad, iPhone, or iPod touch and search
for "GOLD Documentation."

Download the app to your device—it's free!
All you need is an Apple ID and password.

Start the App

After downloading the app,
the **Document** icon will
appear on your device's
home screen.
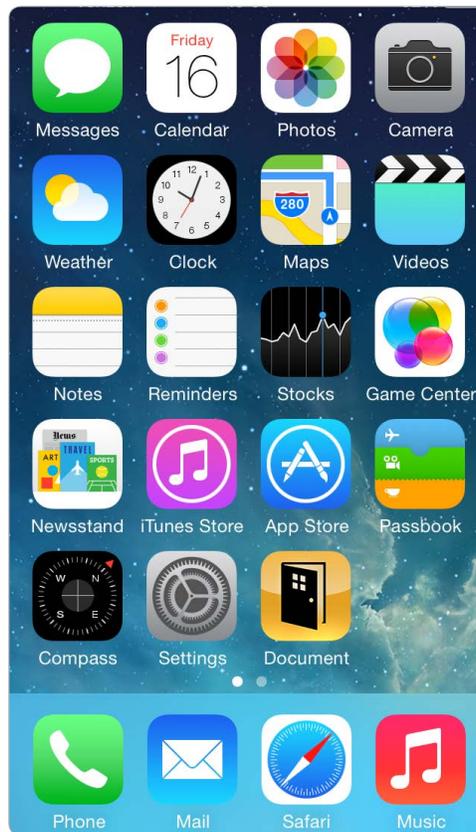
Tap the **Document** icon
to start.

Log In

When you open the app, you will be prompted to log in. Log in using your *Teaching Strategies GOLD®* online username and password.
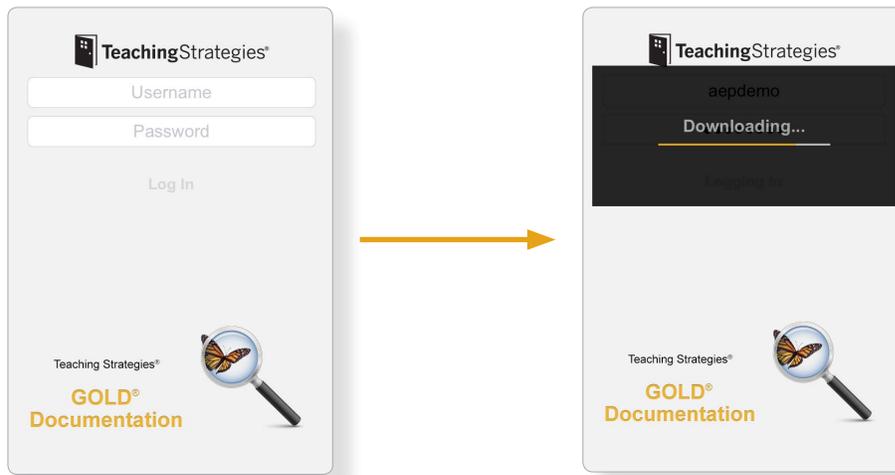
The app will load the classes and children's names from your *Teaching Strategies GOLD®* online account.

Capture Documentation

The first screen you will see is the **Capture** screen. From here, you can capture documentation as a photo, video, or audio recording.


When you are ready to capture documentation, tap the camera, video camera, or microphone icon in the gold bar. If capturing video or audio, tap the icon again to stop recording.

Use the **Mode** button to choose the media type.

When you capture a photo, video, or audio recording, a thumbnail of the documentation moves to the bottom of the gold bar. Tap the thumbnail to go to the **Documents** screen.

Documents

On the **Documents** screen, you will see thumbnails of all the photos, videos, and audio recordings you have captured and not yet uploaded to *Teaching Strategies GOLD®* online.

Tap a thumbnail to open the **Documentation** screen.

Note. Tap the **Logout button** to log out of the *Teaching Strategies GOLD®* Documentation app and return to the login screen.

Tap the **Capture** button (camera icon) to return to the **Capture** screen.

Tap the **Add Notes** button (pencil-and-notepad icon) to add an observation note that is not associated with any photo, video, or audio recording. This will take you to the **Notes** screen.

Documents

Log Out
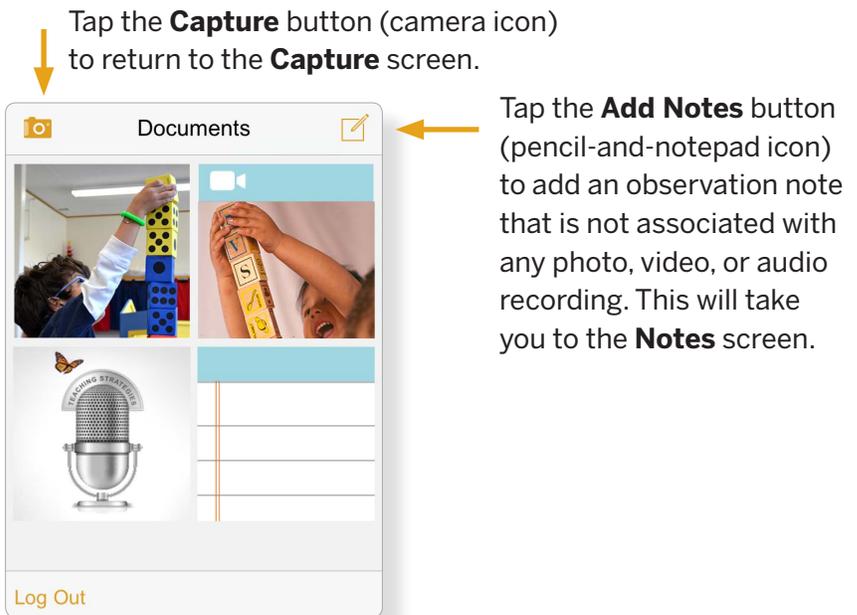
Documentation

On the **Documentation** screen, you can add a note to a photo, video, or audio recording. You can then tag the documentation with children's names, objectives, dimensions, and preliminary levels.

Tap the thumbnail to view or play.

Tap the **+ Notes** button to view the **Notes** screen and add an observation note.

Notes are not required with a photo, video, or audio recording.

Tap the **+ Children** button to view the **Class List** screen and tag the documentation with children's names.
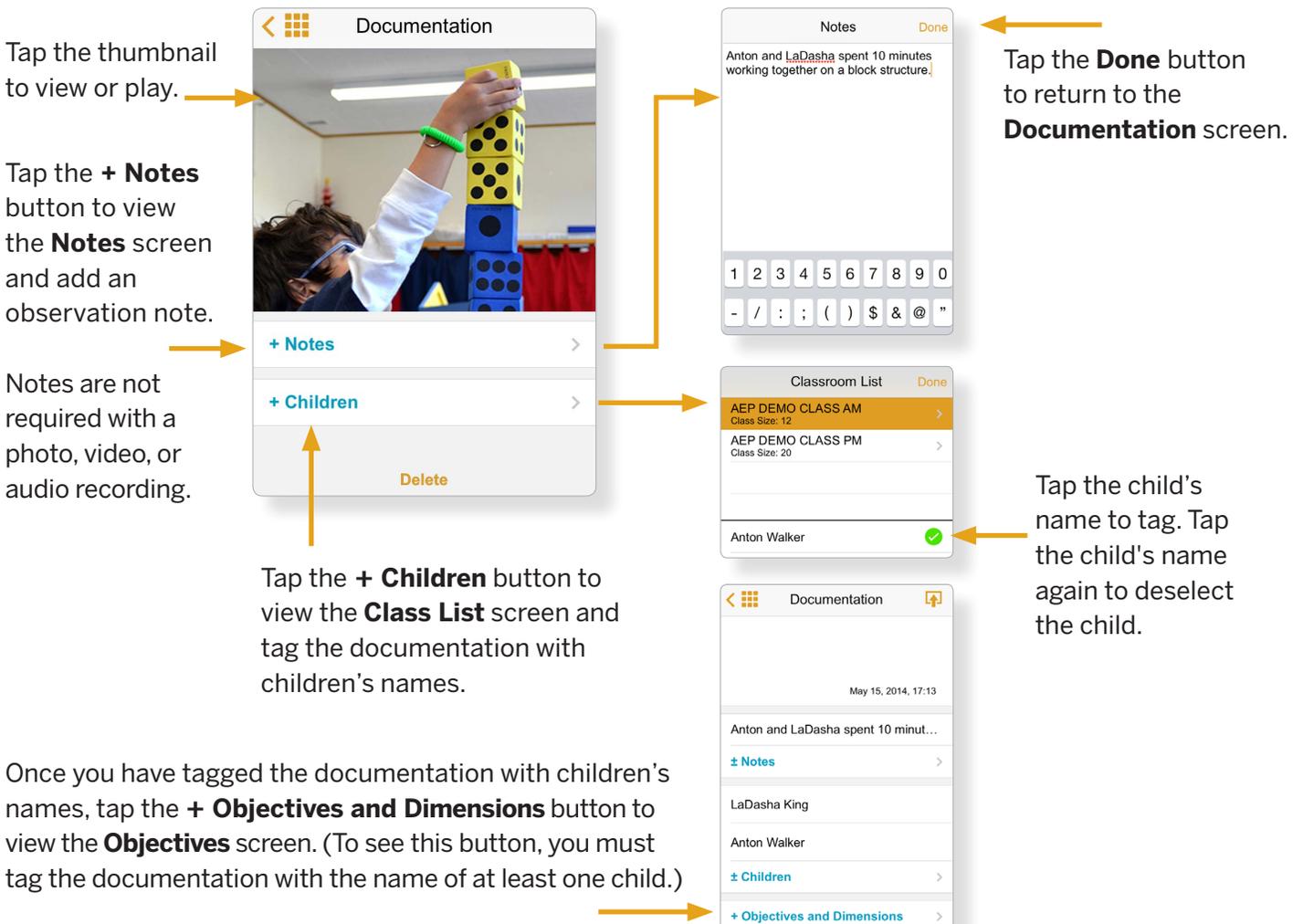
Once you have tagged the documentation with children's names, tap the **+ Objectives and Dimensions** button to view the **Objectives** screen. (To see this button, you must tag the documentation with the name of at least one child.)

Tap the **Done** button to return to the **Documentation** screen.

Tap the child's name to tag. Tap the child's name again to deselect the child.

Documentation

+ Notes

+ Children

Delete

Notes   Done

Anton and LaDasha spent 10 minutes working together on a block structure.

Classroom List   Done

AEP DEMO CLASS AM
Class Size: 12

AEP DEMO CLASS PM
Class Size: 20

Anton Walker

Documentation

May 15, 2014, 17:13

Anton and LaDasha spent 10 minut…

± Notes

LaDasha King

Anton Walker

± Children

+ Objectives and Dimensions

3

Objectives and Dimensions

Tap an objective with an arrow beside it to open a list of the related dimensions.

Objectives Done

Social-Emotional

1. Regulates own emotions and behaviors >

2. Establishes and sustains positive relationships >

3. Participates cooperatively and constructively in group situations >

Physical

4. Demonstrates traveling skills

5. Demonstrates balancing skills

6. Demonstrates gross-motor manipulative skills

Tap the **Done** button to return to the **Documentation** screen.

‹ Objectives Dimensions Done

2a. Forms relationships with adults

2b. Responds to emotional cues

2c. Interacts with peers ✓

2d. Makes friends

If there is no arrow beside an objective, there are no dimensions related to that objective.
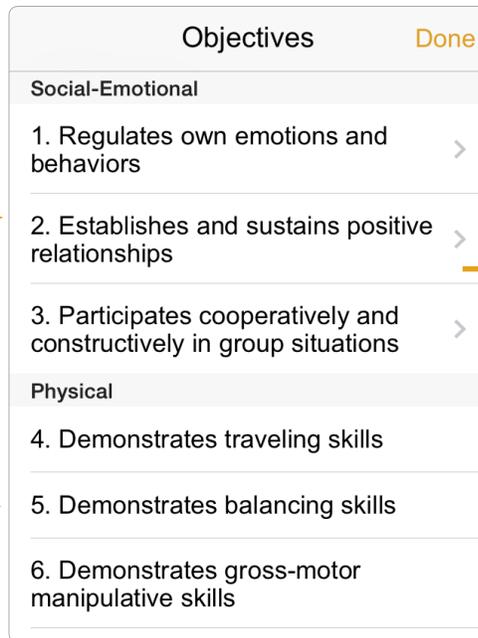
Tap on an objective or dimension to select that objective or dimension. Tap the objective or dimensions again to deselect the objective or dimension.

Once you have tagged the documentation with children's names and added any notes, objectives, and dimensions, you can swipe down to review your entries.

‹ ⊞ Documentation ⬆

Anton and LaDasha spent 10 minut…

± Notes >

LaDasha King

Anton Walker

± Children >

+ Objectives and Dimensions >

2c. Interacts with peers 🌈

11d. Shows curiosity and motivation 🌈

21a. Understands spatial relationships 🌈

± Objectives and Dimensions >

Delete

4
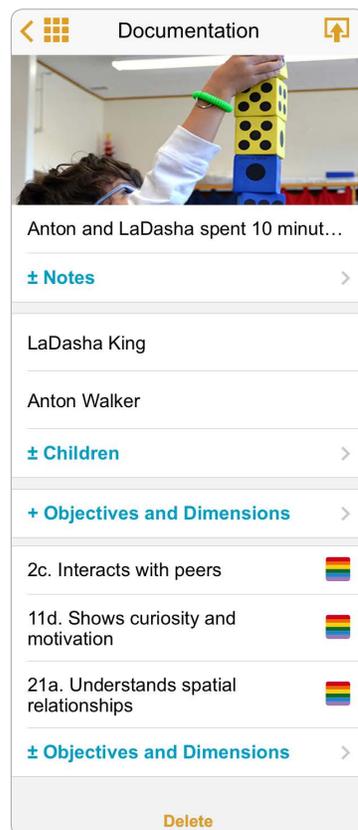
Preliminary Levels : View Levels

Once you have tagged the documentation with objectives or dimensions, tap an objective or dimension with a rainbow icon beside it to begin assigning preliminary levels.
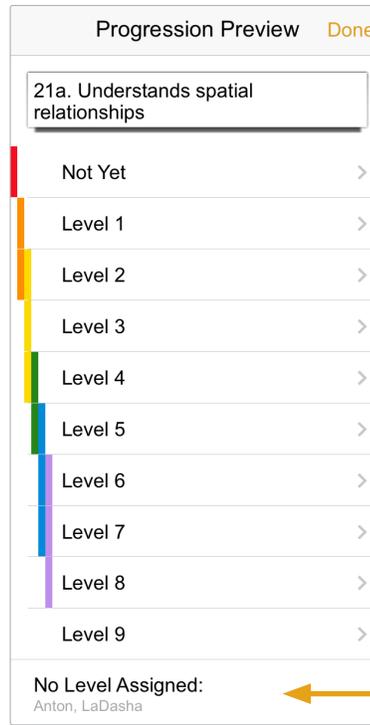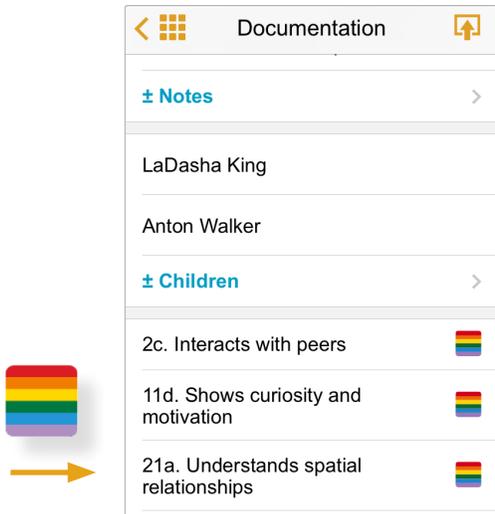
On the **Progression Preview** screen, tap a level to view the indicator, example, and *Common Core State Standards* information (if your program uses this option). Use the color bands to guide your choice.

Children tagged for this document are listed below the levels.

Swipe left or right to see additional indicators in this progression.
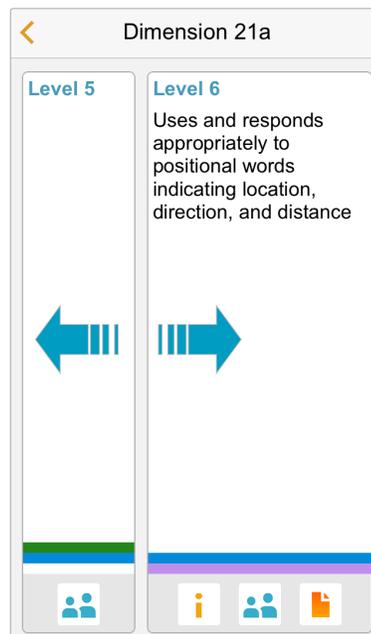
Tap the **Examples** button to view examples for this indicator.

Tap the **Select Levels** button to assign this level to a child.

Tap the **CCSS** button to view embedded *Common Core State Standards* (if your program uses this option).

Assign Preliminary Levels

Tap the **Select Levels** button to begin assigning levels.

Level 6 — Done

Uses and responds appropriately to positional words indicating location, direction, and distance

Anton Walker

LaDasha King

Tap the gray square beside a child's name to assign this level to the child as a preliminary rating.

Tap the gray square again to unassign the level.

Level 5 — Done

Anton Walker — Level 6

LaDasha King — Level 5 ✓

To assign a different level, tap the **Done** button. Swipe left or right to review additional indicators. Tap the **Select Levels** button to assign a new level.

Tap the left-facing **Arrow** button to return to the **Progression Preview** screen.

Dimension 21a

Level 5

Level 6

Uses and responds appropriately to positional words indicating location, direction, and distance

Assign Preliminary Levels, *continued*

Progression Preview   Done

21a. Understands spatial relationships

Not Yet	>
Level 1	>
Level 2	>
Level 3	>
Level 4	>
Level 5	LaDasha >
Level 6	Anton >
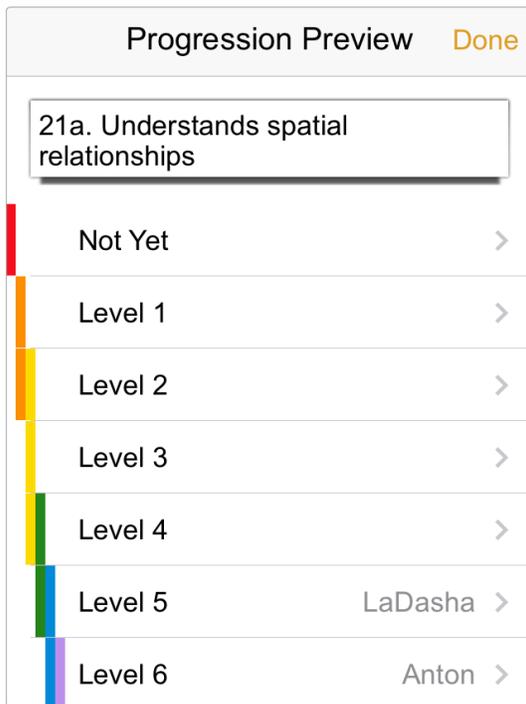
Tap the **Done** button to return to the **Documentation** screen.

On the **Progression Preview** screen, children's names display in line with assigned levels.

Documentation

Anton and LaDasha spent 10 minut…

± Notes   >

LaDasha King

Anton Walker

± Children   >

2c. Interacts with peers

11d. Shows curiosity and motivation

21a. Understands spatial relationships
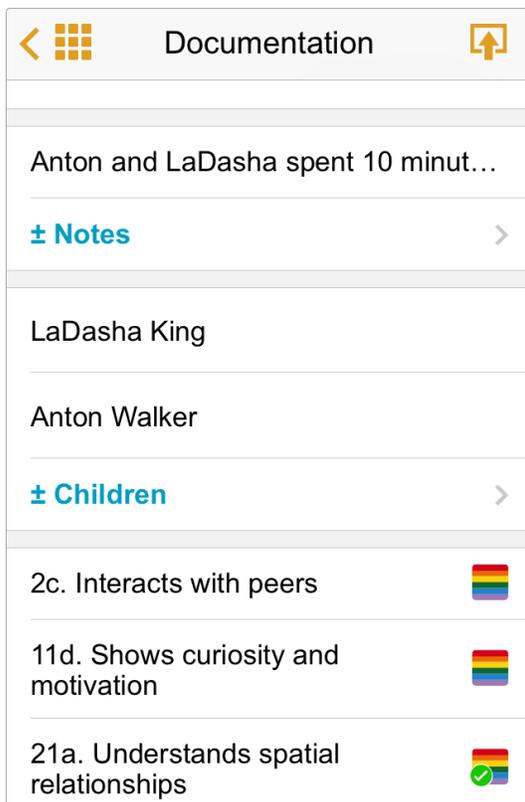
A green check mark on a rainbow icon indicates that assigning preliminary levels has been started.

Tap another objective or dimension with a rainbow icon beside it to add or edit preliminary levels.

Upload Documentation

Tap the **Upload** button (arrow-over-notepad icon) in the upper right corner of the **Documentation** screen. This button will not display until you have tagged the documentation with the name of at least one child.
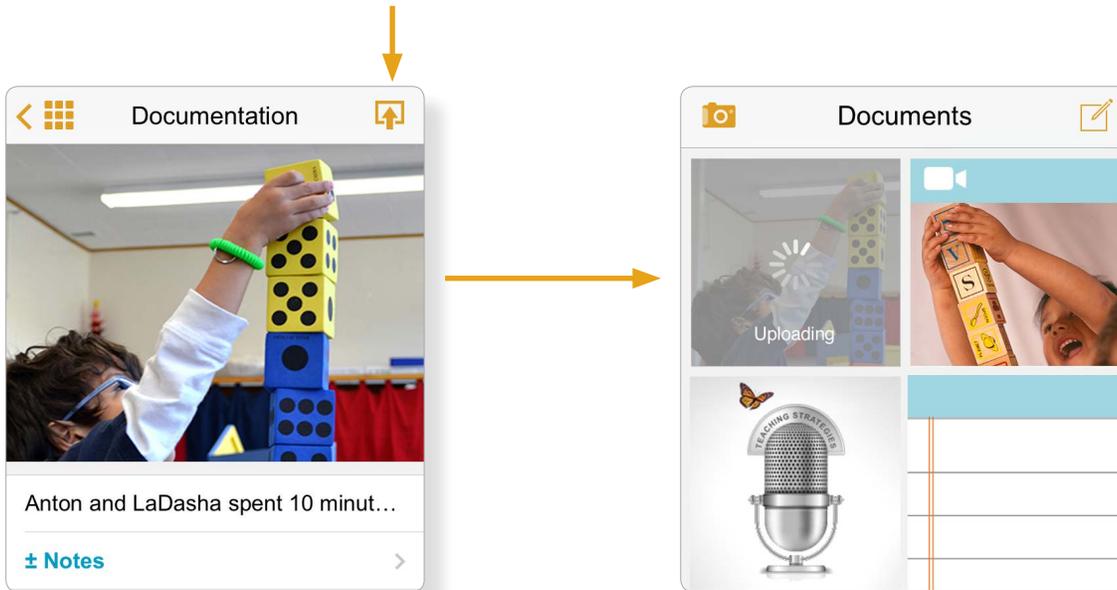
Your documentation will upload to the relevant children's portfolios in *Teaching Strategies GOLD®* online and disappear from your **Documents** screen.

View Documentation in *Teaching Strategies GOLD®* Online

The next time you log in to *Teaching Strategies GOLD®* online, you will see in the relevant children's portfolios the documentation that you uploaded from the app. Go to the **View Documentation** screen in *Teaching Strategies GOLD®* online to review those items, add or edit notes, add preliminary levels, individualize, or share documentation with families.

View Documentation

Current View
All Types of Documentation for All Children in **AEP DEMO CLASS AM**
Period: Spring 2013/2014

Anton Walker, LaDasha King | June 11, 2014

Anton and LaDasha spent 10 minutes working together on a block structure.
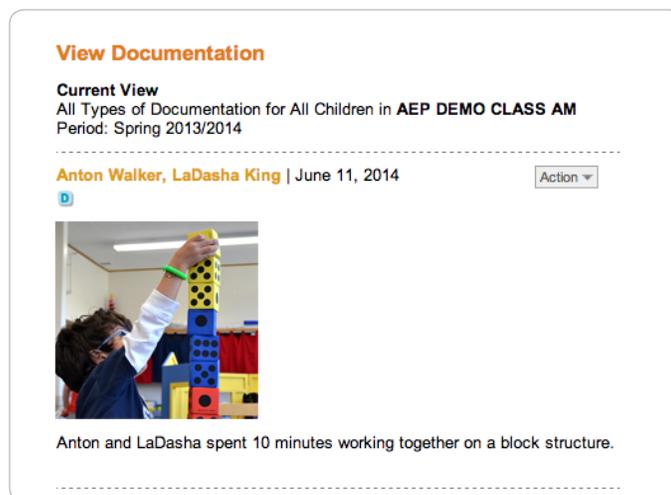
Log Out

Tap the **Log Out** button on the bottom left of the **Documents** screen to log out of the *Teaching Strategies GOLD*® Documentation app.
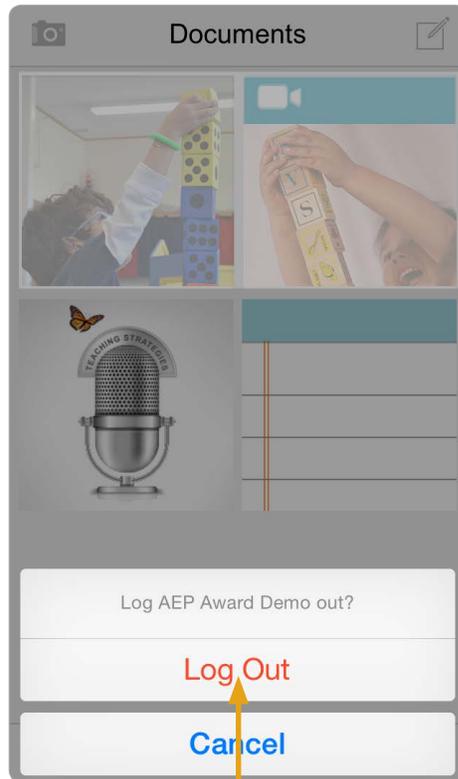
You will need to confirm by tapping the red **Log Out button**. Once selected, you will be returned to the log in screen.