The page is decorated with several thick, hand-painted brush strokes in various colors: a large green stroke in the top left, three orange strokes on the right side, a purple stroke in the bottom right, and a blue spiral in the bottom left.

Quick Reference Guide

Audience: Teachers.

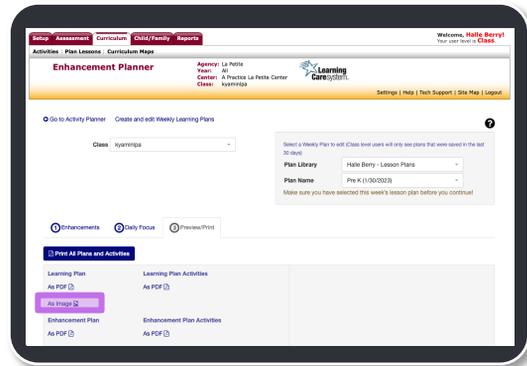
Purpose: Learn how to upload a **Lesson Plan** to SproutAbout.

1

First, download an image of your completed Lesson Plan from Learning Care System to your iPad.

Make sure to select **“As Image”** to download.

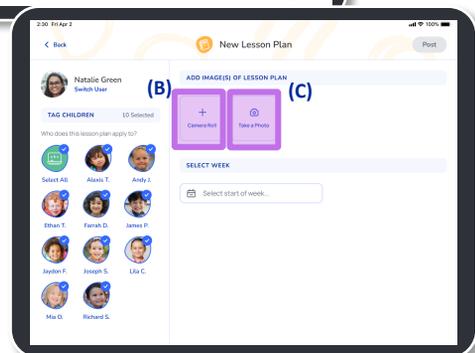
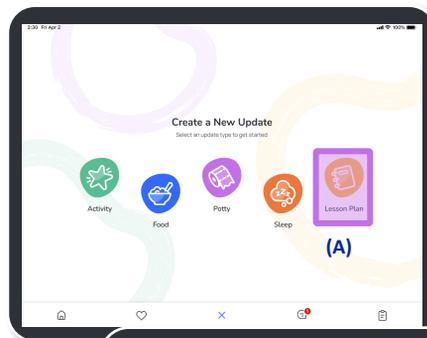
Otherwise, you can take a photo of your printed Lesson Plan while creating your update.



2

Tap the **Lesson Plan (A)** button on the **Create a New Update** screen.

You can either choose your lesson plan from your **Camera Roll (B)** or **take a photo (C)** of your printed Lesson Plan.



3

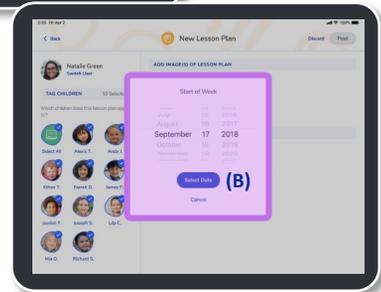
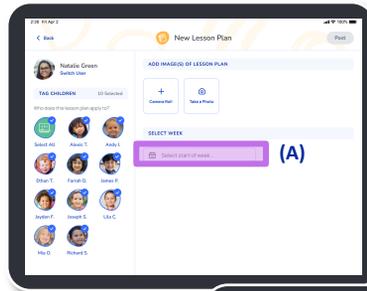
Tap the **Select Week (A)** field to select the day of the week the lesson plan starts on.

Select the date and tap the **Select Date (B)** button.

Then click **Post**.

Quick Notes:

- All assigned children are already tagged for your convenience
- You should upload a Lesson Plan the Friday before the start of each week.



Example of Completed Lesson Plan Update

