



Getting started with Educa

For parents, family members and caregivers.

Here's what we'll cover in this guide:

1. What is Educa?
2. How to get started
3. Tips and tricks
4. Your privacy





WHAT IS EDUCA?

Educa is an easy, safe way for teachers to share children's learning with parents and families.

Teachers and educators use Educa to capture and organise children's learning information. Parents and family members can then access that information securely online.

You can treasure your child's Educa ePortfolio for life as a record of their learning and development.

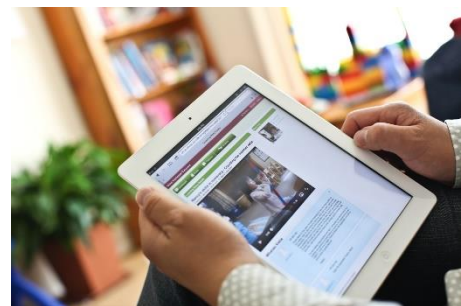
Educa is 100% free for families and very simple to use, even for beginners. We'll guide you through everything you need to know in less than ten minutes.

For more information please feel free to contact us any time: support@geteduca.com



"Educa is so easy to use. I love it!"

Rae Leatherby, Parent





HOW TO GET STARTED

- **Accept your email invitation**

There should be an invitation waiting for you in your inbox, in fact, it's probably what led you to this guide! Make sure you click the link in the email to accept your invitation.

- **Bookmark your Educa URL in your browser**

Once you accept your invitation, you'll be sent a URL where you can access Educa. Keep it in a safe place where you'll remember it.

- **Download the 'Educa Touch' App for your smartphone**

Educa touch allows you to stay in the loop with your child's learning on the go from your smartphone. You can download it by following the links below:

[Click here for the iPhone App](#)

[Click here for the Android App](#)

For detailed instructions on using Educa Touch, [click here for iPhone](#) or [here for Android](#).



"80 – 100% of our parents log into Educa to engage with their child's learning. We get wonderful feedback and home observations to add into our learning program."

*Amber Enright,
Educational Leader*





TIPS AND TRICKS

- Check out our knowledgebase

Learn everything you need to know about Educa in one place! [Click here go to the knowledge base.](#)

- Start commenting and sharing feedback on your child's profile

You can make comments on dashboard messages or on any updates about your child. You'll receive a notification via email when there is an update for you to view.

- Create your own stories and share photos and videos



Learning happens at home too! Go to your child's profile page to create your own stories and upload photos of special moments to share with educators and teachers.

- Get in touch with us

Got a question? We would love to hear from you. Email us any time here: support@geteduca.com, or visit our website for more info here: www.geteduca.com



Comments

-  7 days ago - Parent
Jesse's loving doing the new app's at home. Thanks for posting guys. Shek started making her own for Hannah road.
-  2 days ago - Teacher
Hi Jeremy, that's fantastic! I thought she would enjoy these! You'll have to show us the ones she made 😊



YOUR PRIVACY

When we say private, we mean it! Educa is an encrypted, password protected site that is closely monitored by online security specialists

- You can rest easy knowing we have taken every precaution possible to make sure your information is safe, private and secure and that we will never share your information with third parties.
- We ask child care centres to restrict access to Child Information to those staff who have a “need to know” and we use a secure encrypted connection to protect the transmission of information over the internet. We require any Parents who will have access to Child Information to register a separate account with us and agree to our terms and conditions.

We do not collect personal information about your child

- The child care centre which your child attends is responsible for collecting personal information about children and selecting, uploading, accessing and using that information through the Application.

Only you, the primary caregiver can grant access to your child's profile

- Any content related to your child is owned by you. You have the right to request access to any of the personal information we hold on behalf of the child care centre about you or your child. You also have right to request that any of your or your child’s personal information be corrected or removed. If you would like to exercise these rights, please contact your child care centre directly.

For a copy of our full privacy policy and our terms and conditions, just email us and ask: support@geteduca.com