



# Swavesey Primary School



## Home learning: Parent and pupil Purple Mash 'How to' guide

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## 1. Getting started – the basics

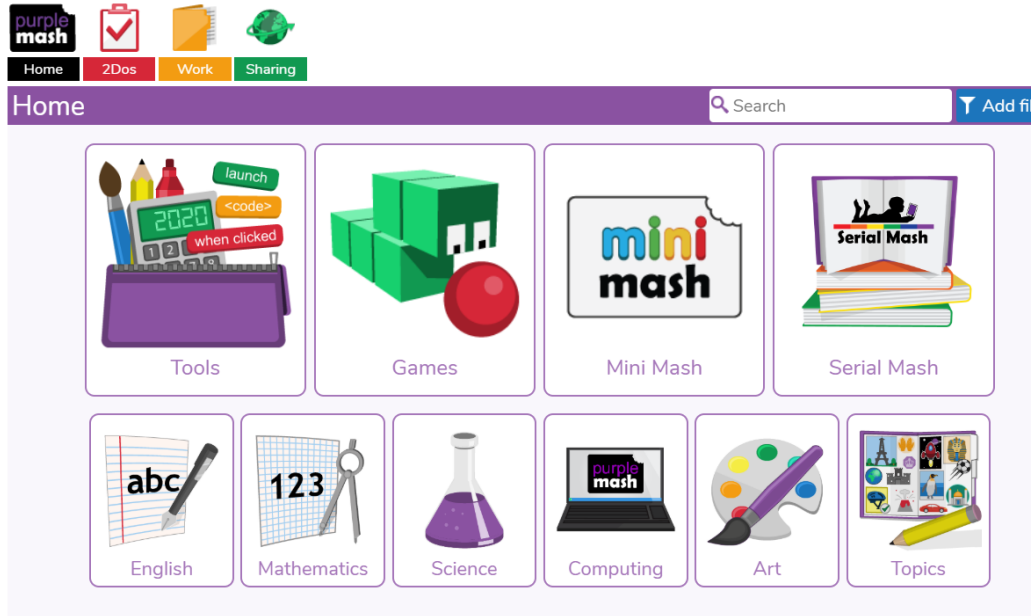
### 1.1 Logging on

1. Click on this link or type Purple Mash into google and you will find the login page.

<https://www.purplemash.com/sch/swavesey>

2. Login using the pupil's username and password

This should take you to the Purple Mash home page:



### 1.2 Lost username and password

If a pupil's password is lost, please email the school office and they can send it to you.

## 2. What type of work is set?

### 2.1. 2Dos



A 2Do is a piece of work that the teacher can set a child through Purple Mash and is answered or written in Purple Mash. For example this may be a piece of writing, which the 2Do will give a writing template to type into, it may be an interactive quiz to play, it may be a piece of art to complete in the given format. The key thing to know about 2Dos is that they are all completed within Purple Mash.

### 2.2. Purple Mash PDFs

Unfortunately some work in Purple Mash cannot be given as a 2Do. This means that pupils cannot type directly onto the work given to send back to their teacher. An example of this may be a worksheet or set of questions. Children can print out these worksheets and complete them at home. These will mainly either not need marking, or if they do answers may be given to mark at home.

### 2.3. Non Purple Mash PDFs

This is work that a teacher might set to help ensure that not all work is needed to be done through Purple Mash. For example this may include: mental maths sheets, 104010s, powerpoints, topic tasks, lessons or resources from other providers (eg. BBC bitsize).

There will also be weekly PDFs to help with home learning. **It is essential that these are looked at in order to understand the home learning for the week.**

#### In Reception

For our **Reception children** and families, your home learning will continue to be provided as it has been with an overview plan complimented by additional resource sheets and links. These will be sent out to parents and carers via email and are available in the school website [here](#).

Additionally, resources and activity ideas will continue to be added to Tapestry directly at intervals.

#### In Year 1/2

**Weekly home learning tasks** will be provided in one document. This will include a suggested timetable of activities for each day, suggested phonics and spelling as well as additional independent activities. All resources (e.g. worksheets) will be included in this document.

To note, most of the work set in Year 1/2 will be set through PDFs with some elements to be done in Purple Mash. PDF tasks will include Maths, English and some other activities that can be done without the use of Purple Mash.

#### In Year 3/4

**Weekly Tasks Timetable:** A guide for the week which timetables all activities with basic information about the tasks and where to find the activity.

#### In Year 5/6

**Weekly Tasks overview:** This will have explanations of all the set tasks for the week.

**Weekly Tasks Timetable:** A timetable guide for the week which ensures all set activities are timetabled for the week.

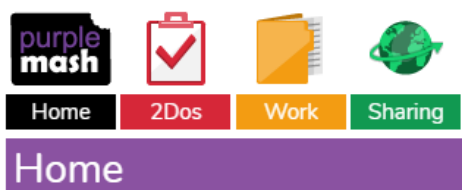
### 3. How can parents or pupils access the set work?

#### 3.1. 2Dos

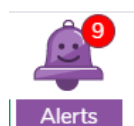


##### Option 1

At the top left of the Purple Mash home page are a set of icons



If you have been set a new 2Do, an 'Alerts' icon will appear



As you can see from this icon, this child has 9 alerts. This may be new 2Dos, new emails, a notification that work has been responded to.

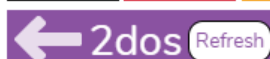
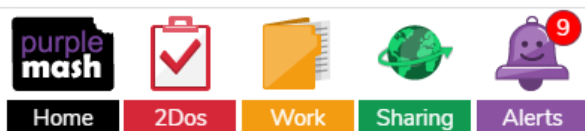
Simply click on the alerts icon and scroll down to the given 2Do, then click on 'Go to'



##### Option 2

You can also click on the 2Dos icon on the home page and view all the 2Dos that you have been set.

Simply find the desired 2Do and click start.



#### 2do: Chapter 1

Read the chapter and then complete the related activities: Quiz and Describing Aliens.



### 3.2. Purple Mash PDFs

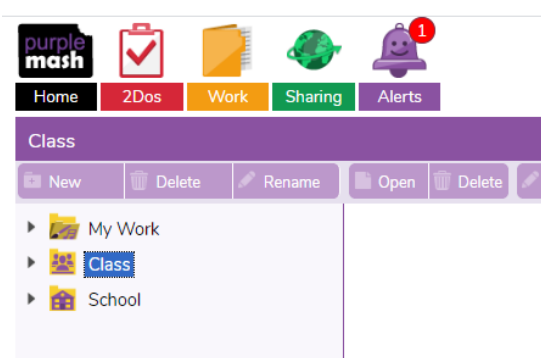
Work that is from Purple Mash, but cannot be set as a 2Do will be put into a child's class Purple Mash folder. This can be accessed using the following steps.

1. Click on the 'Work' icon on the top left of the home page screen
2. There will then be 3 folders which appear.

**My Work** – this is the pupil's personal folder.

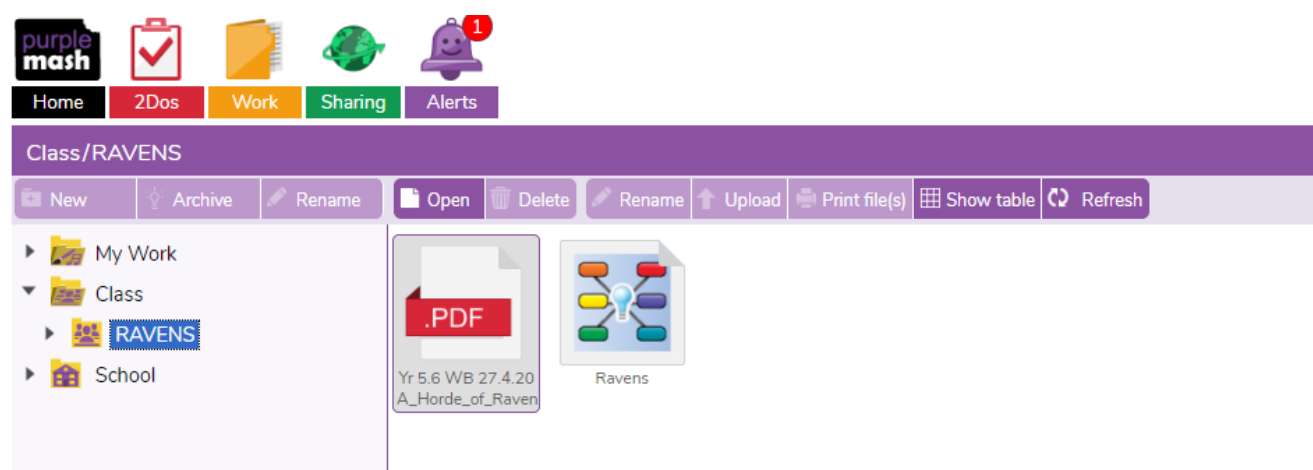
**Class** – this is where a teacher can place documents for the whole class to view/download

**School** – this is where a teacher can place documents for the whole school to view/download



PDFs from the teacher will be saved in the **class folder**

3. Click the arrow next to 'Class' and the pupil's class will appear below
4. Click on the class name and all documents in the class folder will appear



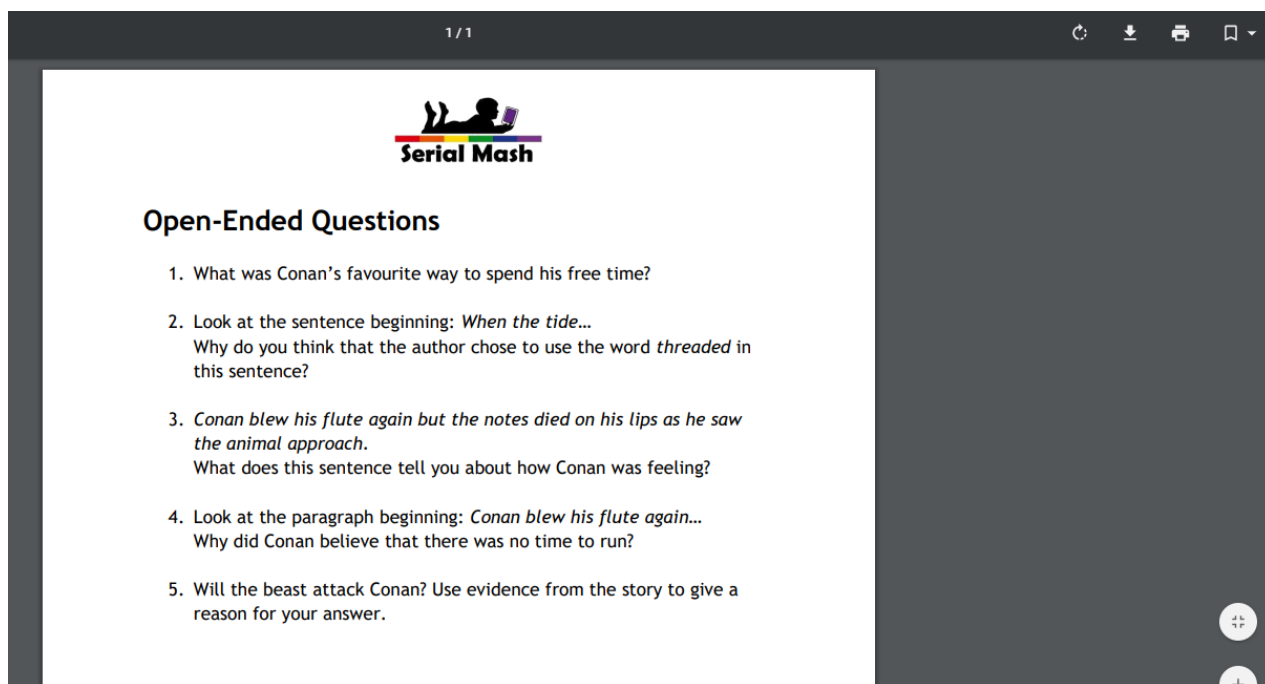
PDFs from teachers will be saved in the following way to make it easy to find the correct documents

Year group/ Week beginning date/ Document name.


For example: Yr 5.6 WB 27.4.20 A\_Horde\_of\_Ravens\_reading\_text

5. Click on your chosen document and click 'Open' which is along the purple tabs options.

6. If you wish to download the page, press the download icon, if you wish to print the page, press the print icon.



1 / 1

  
**Serial Mash**

### Open-Ended Questions

1. What was Conan's favourite way to spend his free time?
2. Look at the sentence beginning: *When the tide...*  
Why do you think that the author chose to use the word *threaded* in this sentence?
3. *Conan blew his flute again but the notes died on his lips as he saw the animal approach.*  
What does this sentence tell you about how Conan was feeling?
4. Look at the paragraph beginning: *Conan blew his flute again...*  
Why did Conan believe that there was no time to run?
5. Will the beast attack Conan? Use evidence from the story to give a reason for your answer.

### 3.3. Non Purple Mash PDFs

As above 😊

## 4. How can pupils complete and send back the set work?

### 4.1. 2Dos

#### 2Do type 1


If a 2Do does not have a template to fill in (eg a writing frame or art background etc), it may be that there is nothing to send to your teacher, as such nothing to 'hand in'. For example if you have been asked to read a chapter of a Purple Mash book, this may be set as a 2Do, but there is nothing for you to send back to your teacher. Simply press start and complete the given task.

#### 2Do type 2

If a 2Do has a template to complete (eg a newspaper writing frame to write a newspaper report, or a piece of art work etc) then it will need to be 'handed in'.

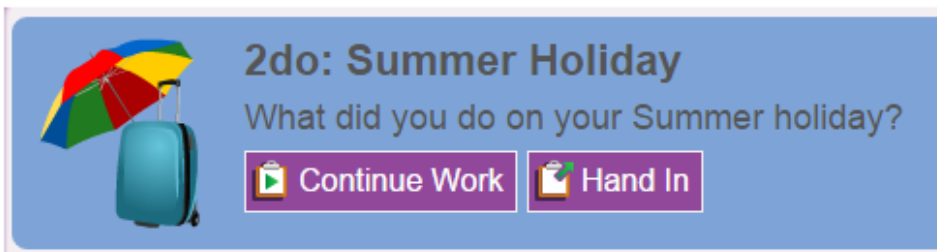
#### To complete a 2do:



**Step 1:** Pupil should click on the  button. This will take them to the work that needs to be completed.

**Step 2:** Complete the work. When the pupil has completed the work, they should save it. This will save the work into a folder called 2dos for the Teacher to mark. Pupils can only see their completed assignments within the 2dos application.

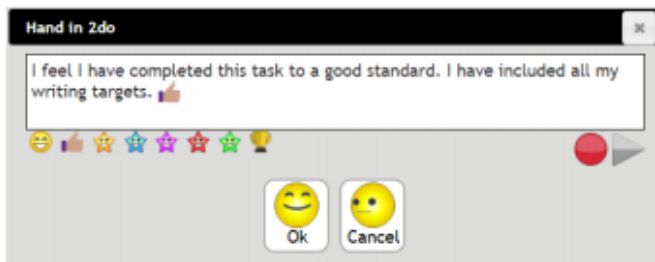
**Step 3:** Once a pupil has saved their work, they can continue working on it or hand it in.



Pupils can add a typed comment and also an audio comment for the teacher when they click the



button.

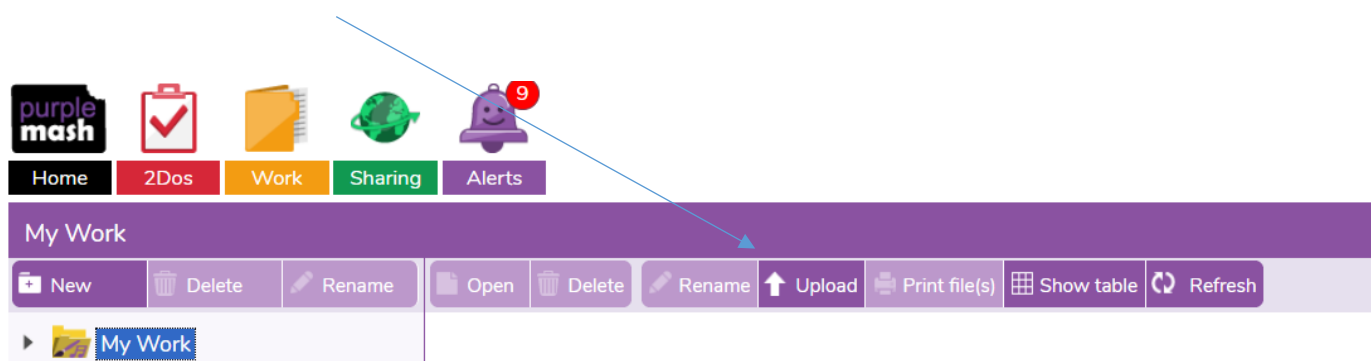


## 4.2. Purple Mash PDFs

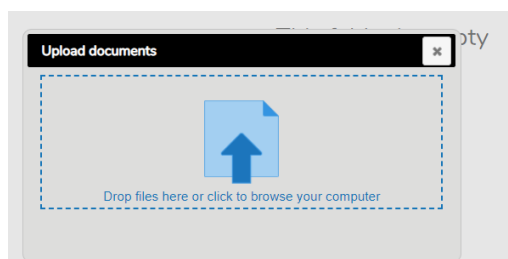
- 1) Some Purple Mash PDFs will come with answer or answers may be provided by teachers. These can be marked at home.
- 2) Some Purple Mash PDFs may involve building, drawing or creating something. If a pupil wishes to take a photo of this, they can save a photo in their **Purple Mash 'My Work' folder**, then 2email their teacher to let them know they have put it into their folder.

To save work into their 'My Work' folder pupils need to do the following:

1. Click on the Work icon at the top of their home page
2. Go into 'My Work'
3. Click 'Upload



4. This icon will then appear. Click on it to then browse your computer for the work you wish to upload.



5. Upload the picture, PDF, Word document etc that you would like to put into your folder.
6. Click 'Done' and it will now be in your folder for your teacher to be able to view.
7. Remember to 2email your teacher to say that you have saved the work into your 'My Work' folder, so that they know it is now there.

### Please note

**The reason we are moving to saving work in 'My Work' folders, rather than emailing work directly to your teacher, is so that your teacher can see all the work you complete, as it will all be saved into your folder. This will make tracking how well pupils are progressing much easier.**

## 4.3. Non Purple Mash files

As above! ☺ **Do remember that you can upload any type of document here. Please do save Word documents, pictures etc here, so that your teacher can see them!**



## 5. Where else is the work available?

### 5.1. 2Dos

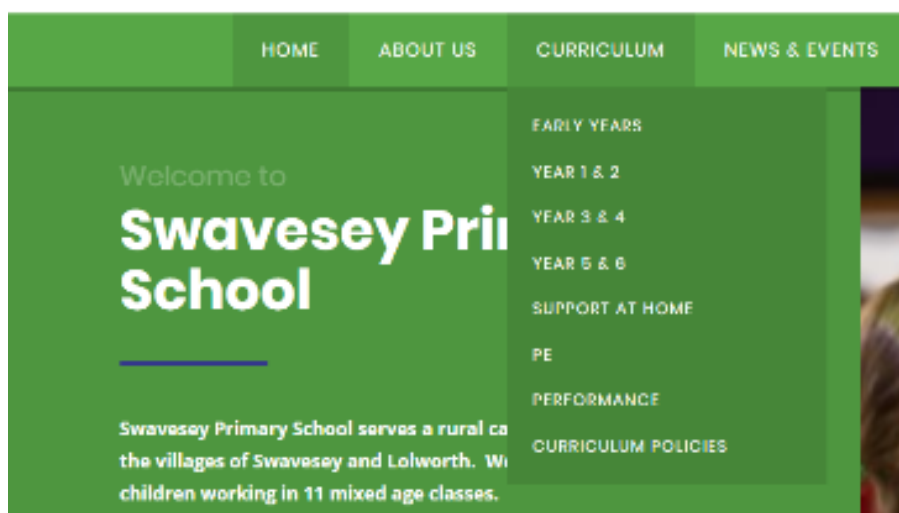
Purple Mash 2Dos are only available through Purple Mash. Therefore in order to access these, children or an adult helping a child, will need to log onto the pupil's Purple Mash account to access these.

### 5.2. Purple Mash PDFs

As well as being saved in the pupil's **class folder** (note not 'My Work' folder) in Purple Mash, all PDFs will be available on the school website. Simply click on the curriculum tab, then on the relevant Year group. They will be available at the bottom of the Year group page.



**Swavesey Primary School**



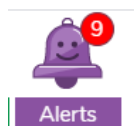
### 5.3. Non Purple Mash PDFs

As above! 😊

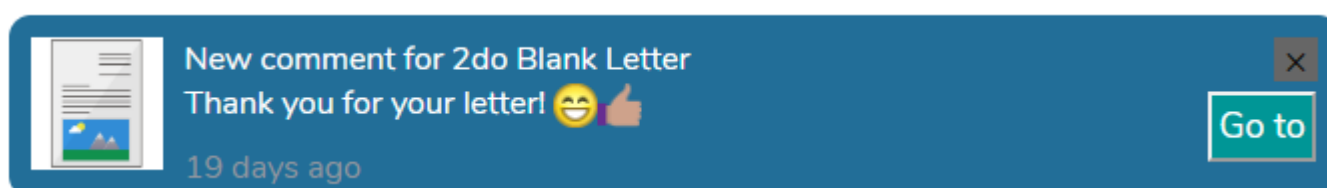
## 6. How will teachers respond to set work and how will I know?

### 6.1. 2Dos

Not all 2Dos will need a response from the teacher, however if the teacher does respond, pupils will get an alert to notify them.



Simply scroll down to the correct alert. You can read the response in the alert, or 'Go to' to see the response next to the piece of work.



### 6.2. Purple Mash PDFs

Some work given out as PDFs will not require a teacher response. Where answers are provided, please mark at home.

If a child saves their work in their 'My Work' folder, the teacher will be able to view that work and comment if they feel it is appropriate. If a comment is given, the child will receive an alert to let them know.

### 6.3. Non Purple Mash PDFs

Some work given out as PDFs will not require a teacher response. Where answers are provided, please mark at home.

If a child saves their work in their 'My Work' folder, the teacher will be able to view that work and comment if they feel it is appropriate. If a comment is given, the child will receive an alert to let them know.

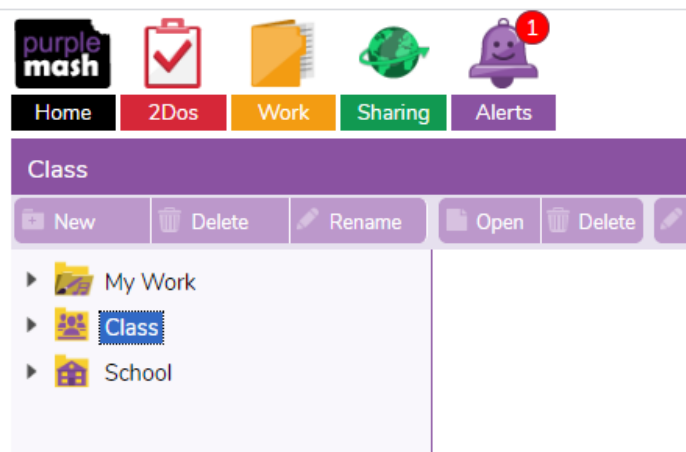
## 7. Top tips on 'Work Folder'

Remember there are 3 folders pupils have access to when they click on the Work icon.

**My Work** – this is the pupil's personal folder

**Class** – this is where a teacher can place documents for the whole class to view/download

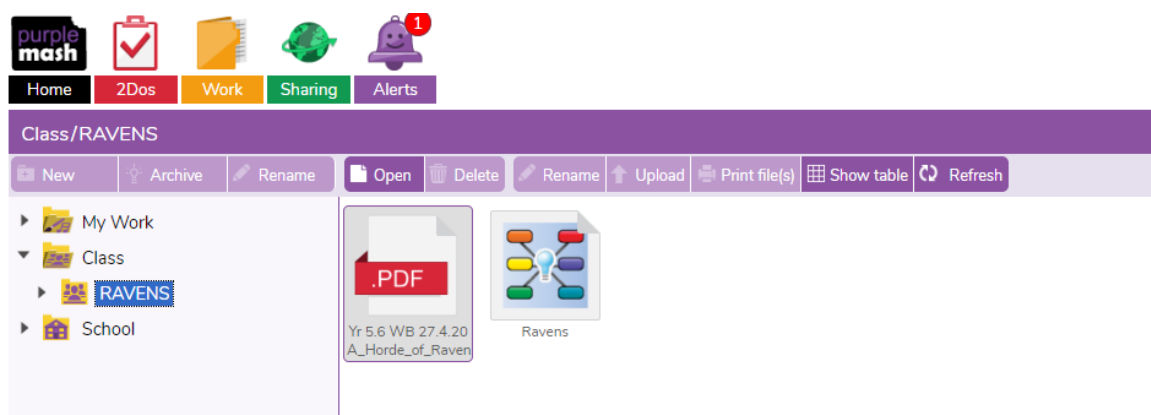
**School** – this is where a teacher can place documents for the whole school to view/download



Save your personal work in your **'My Work'**

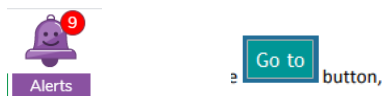
View or download non 2Dos work from your **Class folder**.

Remember click the arrow next to 'Class', then you will see the name of your class. Click on the name of your class. Then you will be able to view the documents in the class folder.

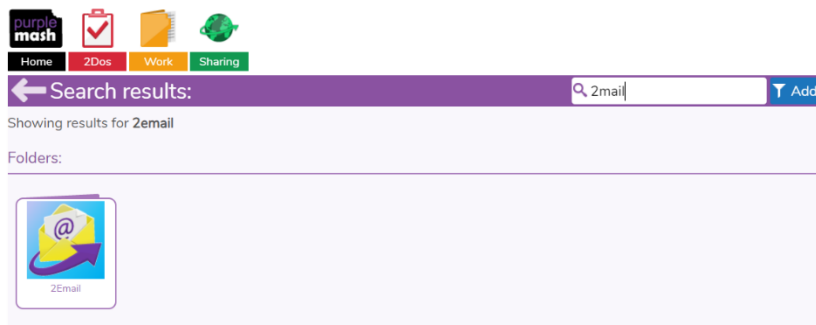


## 8. Top tips for Purple Mash 2email system

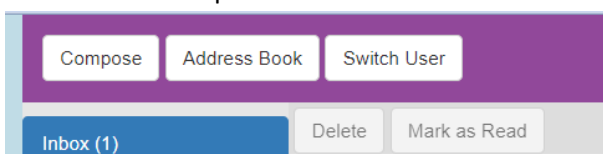
1. If you receive a 2email you will have an alert. Click 'Go to' on the correct alert



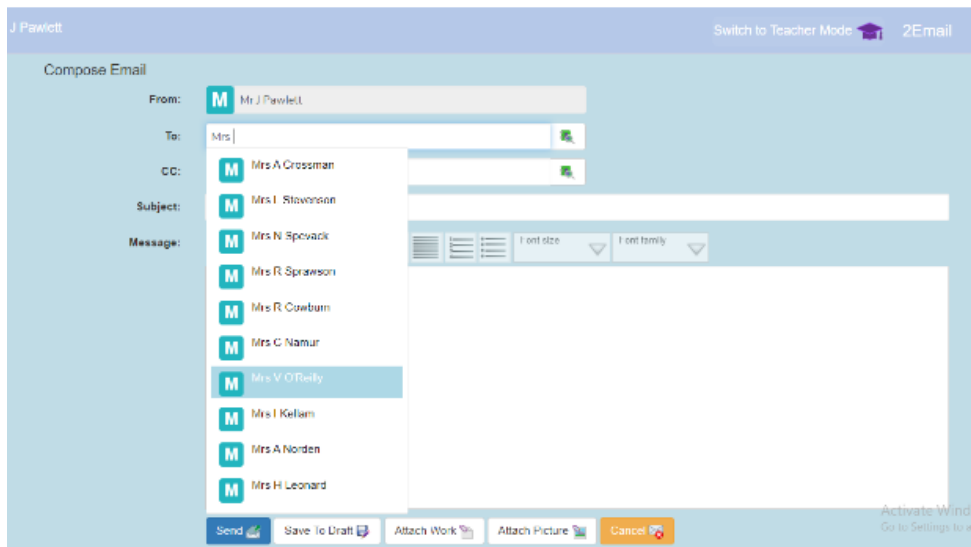
2. To write an email firstly type 2email in the search bar



3. Click on the 2email icon
4. Click compose



5. Search for who you wish to send the email to in the 'To' box. Their name should appear. Click on it. Write the email and press send.



### Please Note

Now that we are not attaching work in 2emails to send to teachers, you should now not need to attach anything in emails.