



Community Library

Author Contribution Checklist

The Impact of Your Contribution:

Thank you for sharing your activities in the Seesaw Community! Your contributions can inspire thousands of teachers and reach millions of students globally. To maximize impact, please ensure your activities utilize the checklist below as a guide. For tips on creating Community Library activities, [watch this video](#).

Contribution Checklist

Before submitting, confirm your activity meets these guidelines

Activity Name

- Inclusive, age-appropriate, and culturally sensitive for all learners.

Student Instructions

- Clear, numbered, step-by-step instructions.
- Icon shortcuts included (required for PreK–1st Grade).
- Uses Seesaw Creative Tools effectively.

Student Template

- Correctly attached as a template (not as an example) with clear engagement directions.
- Formative Assessment boxes are unchecked and free of answers.

Voice Instructions

- Includes voice instructions (optional but recommended for accessibility).

Multimedia Instructions or Example

- Provide an example to guide students (if applicable).

Teacher Notes

- Includes additional details for educators, such as lesson plans, standards, or tips.

Additional Guidelines

- Created entirely by you or with permission for public sharing (no watermarks or copyrighted material without written permission). For questions about permissions, email aziel@seesaw.me with the activity name.
- Significantly modified if adapted, with credit to the original author in Teacher Notes.
- Tested in [Preview As A Student](#) mode to ensure functionality.
- Free of typos, broken links, or incorrect attachments.
- Only submit your best activities, up to 26 at a time.



Community Library

Accessibility Contribution Checklist

The Power of Accessible Activities: Expanding Your Reach

Thank you for your dedication to the Seesaw Community! By sharing your thoughtfully crafted activities, you have the incredible potential to inspire countless educators and reach millions of students worldwide. To ensure your contributions have the broadest possible impact and are accessible to all learners, please use the following guidelines as you develop your activities.

Accessibility Checklist

Before finalizing your activity, please confirm that it incorporates these key accessibility features:

- **High Contrast Text:**
 - Seesaw's built-in label text can be used with a background option for automatic label contrast.
 - If you choose to use your own text, please ensure the color used has a high contrast with your background and the font is accessible.
- **Alternative (Alt) Text for Images:**
 - Descriptive alternative (alt) text is included in all images and visual elements to assist users of screen readers.
- **Audio Transcriptions:**
 - Text transcripts are provided for all audio files within the activity.
- **Video Closed Captions (CC):**
 - Linked videos have accurate closed captions for learners who are deaf or hard of hearing.
- **Audio Description (AD) Considerations:**
 - Consider whether essential visual information in videos, which is not communicated through dialogue, requires description.
 - Include visual information in voice instructions to reduce the need for separate audio descriptions.

By integrating these accessibility considerations into your creative process, you play a vital role in fostering an inclusive and equitable learning environment for our global community of students. Thank you for making a difference!