How to use MySchool parent portal?



Source: MySchool Support



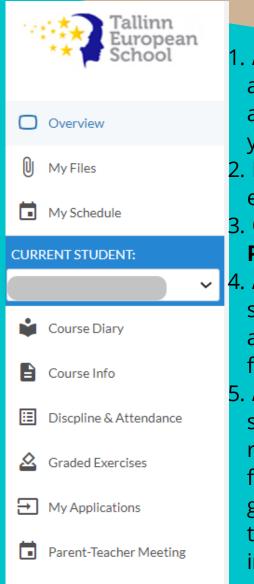
What you see: Menu Headers

- 1. Overview. The entry page.
- 2. **My Schedule**. Shows the timetable of the selected student in the Current Student drop down menu.
- 3. **Current student.** Change between students if more than one dependent is attached to the Guardian.
- 4. **Course diary.** Lesson descriptions by courses starting from the beginning of the scholastic year. You can filter the courses to see entries only for a particular course.
- 5. **Course info.** A list of all the courses a student is enrolled in for that current scholastic year. It includes the contact details of the teacher assigned to the course.
- 6. **Discipline & Attendance.** Overview of the student's attendance and disciplinary events.
- 7. **Graded exercises.** A detailed insight into the student's progress during the scholastic year. You can choose between each course and have a full summary of grades and comments.
- 8. **Term reports.** Access all available and published reports.

How to access

You will receive **an invitation** to log into MySchool. **Click the URL provided in the email to access the portal.** If you are also a staff member you can switch between roles within your respective portal.

What you see: Dashlets



Term Reports

- l. **Announcements.** You are able to view active announcements, relative to your profile.
- 2. **My courses.** Course diary entries.
- 3. **Questionnaire(s) &**Permission slips requests.
- 4. **Assignments.** View the students up and coming assignments and feedback for recent assignments.
- 5. **Attendance.** Green blocks show present, Orange represents half days, red is for absent full days. The guardian can interact with the red/orange days and an information box will appear on screen.

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What you can do:

- 1. Fill in any consent forms.
- 2. Any **questionnaires** or up and coming activities requiring **parental consent** are listed.

We encourage you to submit your answers via the portal to ensure that all information is centralised and protected.

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