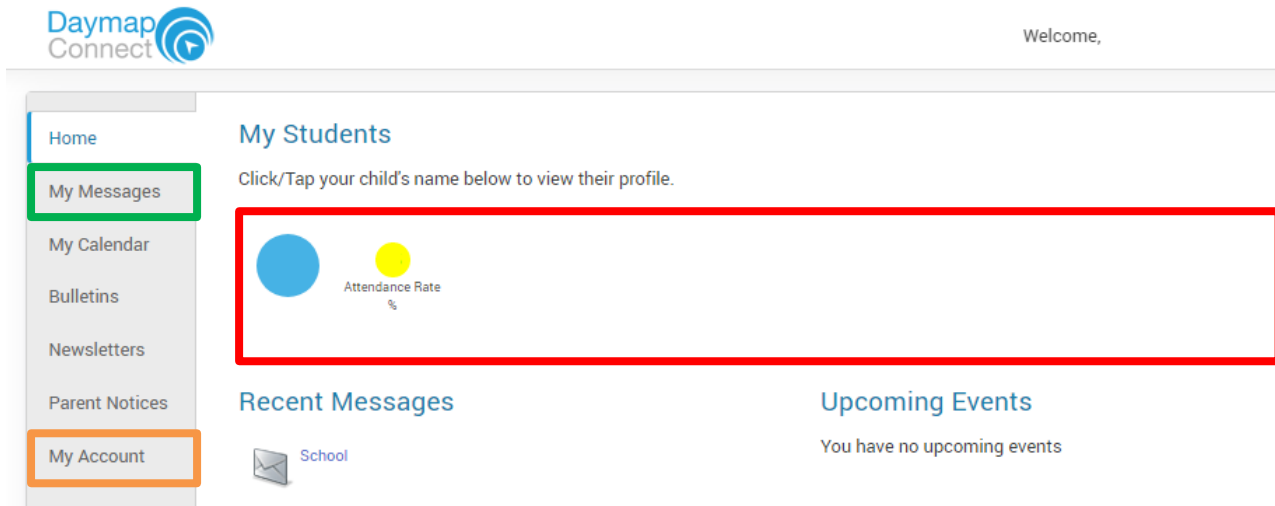


Using Daymap for Parents and School Coordinators

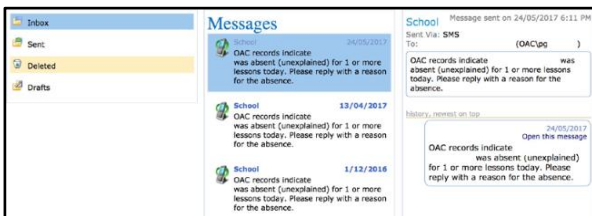
When you log in, you will see the portal homepage...



For general information

View, create and reply to your messages (e.g., important issues, excursions, reminders, personal matters, etc.)

Click on the **My Messages** tab



View your account details

Click on the **My Account** tab

My Details

If any of the below details are incorrect or out of date, please report to School Administration

First Name:	Surname:
Title:	Home Phone:
Mobile:	Business Phone:
Email:	
Address:	
Town:	Post Code:
State:	Country:

If you need to update your contact details, contact the Student Services Centre

For student-specific information

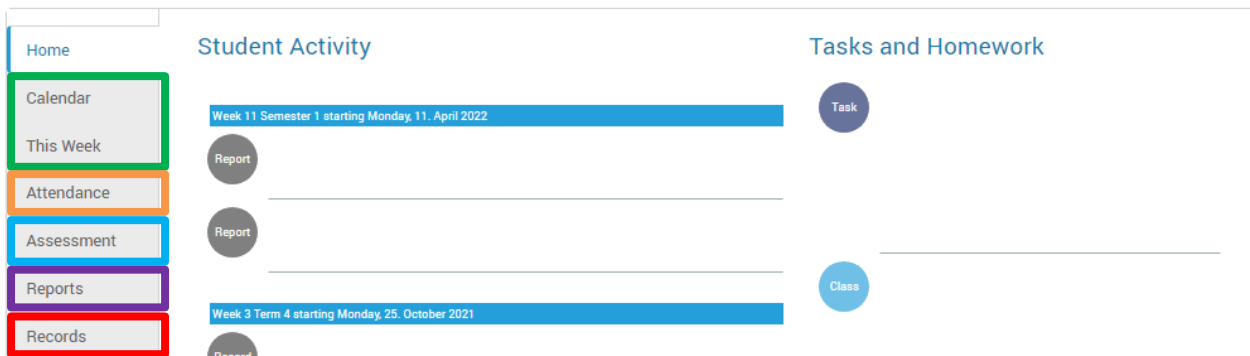
Click on the **Student** tile for the student you wish to view information

THEN You'll be able to see information on a per-student basis about their:

- Assessment tasks
- Attendance (present, absent, late)
- Media consent form
- Reports
- Timetable

If you are missing a **student** tile, contact the Student Services Centre

When you select a student file, you will see the student's homepage...



To access timetables

Click on the **Calendar** (calendar style view) or **This Week** (timetable style view) tabs

Time	Mon 11/4	Tue 12/4	Wed 13/4	Thu 14/4	Fri 15/4
Period 1 9:00					
Period 2 9:25	✓ 10 Care Group2B	✓ 10 Geography: People and Culture7A		✓ 10 HPET18B	
Period 4 10:20	✓ 10 Care Group2B	✓ 10 Geography: People and Culture7A		✓ 10 HPET18B	
All Break 10:45					
Period 5 11:15	✓ 10 English3B				
Period 6 11:40	✓ 10 English3B				
Period 7 12:10	✓ 11 Digital Technology A - Coding ideas4A				
Period 8 12:35	✓ 11 Digital Technology A - Coding ideas4A				

NOTE: During school holidays and peak enrolment times, this timetable may not display any data. You may use the next and previous buttons to navigate through different date ranges

To access assessment tasks/grades

Click on the **Assessment** tab

10 History24A

Task	Due	Weighting	Results
Assessment Task 1 : Timeline and Powerpoint_INTERWAR YEARS			

To view information about the assessment task, student work and feedback, click on the name of the assessment task

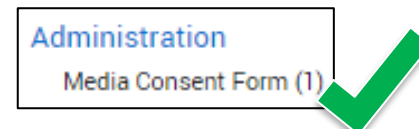
NOTE: If you are missing an assessment task, contact the teacher of the subject.

NOTE: If you are a School of the Air family, Itinerant Teacher reports are in assessment.

To access media consent forms

Click on the **Records** tab

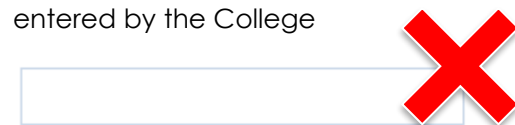
If you see this, you have a media consent form submitted and received



NOTE: This does not necessarily indicate you've granted media consent.

If you wish to view the terms of your media consent, click on the record to view it

If you see this, you have **EITHER** not submitted a media consent form **OR** it hasn't been entered by the College



If you wish to submit a media consent form, contact the Student Services Centre

To access term reports (PDF)

Click on the **Reports** tab