Using Daymap for Parents and School Coordinators

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

Daymap Connect

Welcome,

| Home |
| My Messages |
| My Calendar |
| Bulletins |
| Newsletters |
| Parent Notices |
| My Account |

My Students

Click/Tap your child's name below to view their profile.

Attendance Rate %

Recent Messages

School

Upcoming Events

You have no upcoming events
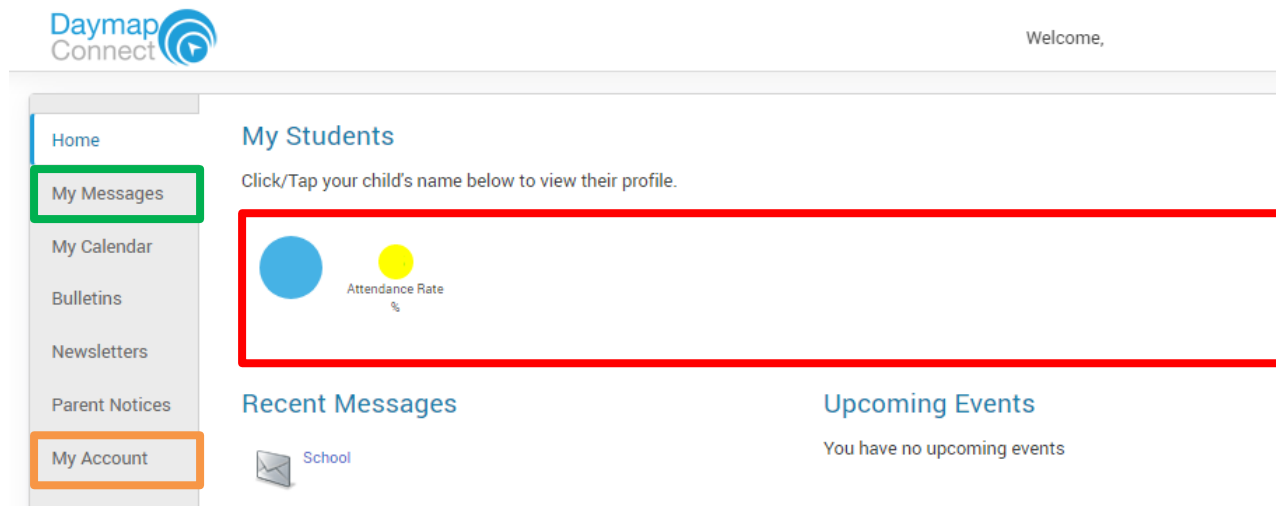
For general information

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

Click on the **My Messages** tab
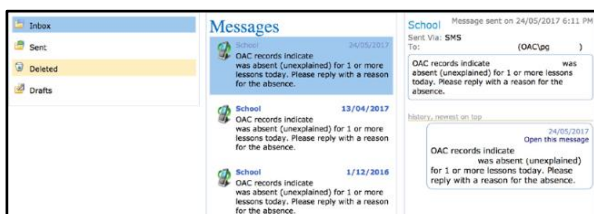
View your account details

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If any of the below details are incorrect or out of date, please report to School Administration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

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
- Updating student contact information

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

If you need to update your contact details, click on one of your student tiles and follow the process on Page 3.

When you select a student tile, you will see the student's homepage…
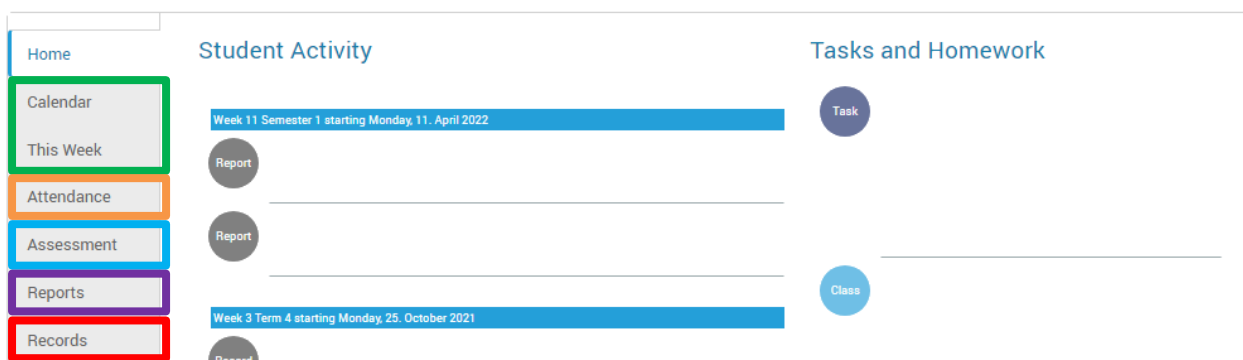
To access timetables

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

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

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 subject teacher.

NOTE: If you are a School of the Air family, Itinerant Teacher reports are in assessment.
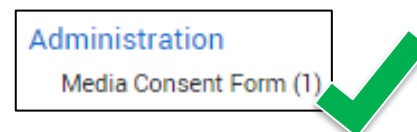
To access term reports (PDF)

Click on the **Reports** tab

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
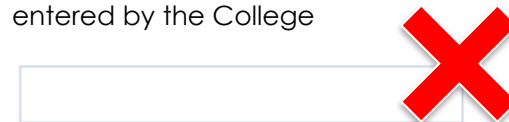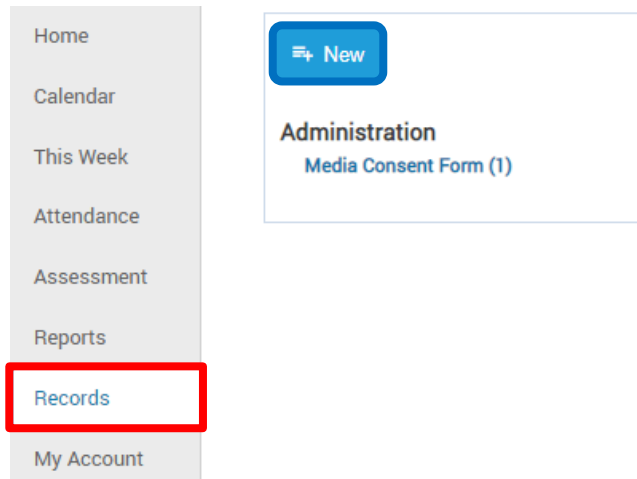

If you wish to submit a media consent form, contact the Student Services Centre

To update your contact details

Click on the **Records** tab

Click on the **New** button

Select the **Change of Details Form**

Then complete the form. Click on the **Save** button at the top to submit it for processing