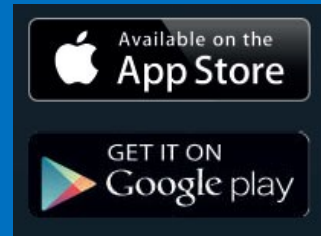


EDULINK USER GUIDE

You will have now received a welcome email from us containing your Parent Login Account Details and explaining how to log into the Learning Gateway. Once you have successfully logged into the Learning Gateway these login details can be used to access the EduLink App.

Downloading EduLink

- Go to your App store
- Search for **EduLink One**
- Download the free app



Logging In

- Enter ACA in the 'School ID' section.
- Enter your Parent Login Account Details (the ones you used to log into the Learning Gateway) and click Log In.

*your username begins with 'p' e.g. p.smithg

If you don't have access to a smartphone or tablet, you can access EduLink One via the website www.edulinkone.com. You will still receive all notifications, which will be sent to the email address that we have registered for you.

Please Note: Due to the sensitive information EduLink holds, you will need to have a passcode enabled on your smartphone (passcode or thumbprint access) before it will allow you to log in.

SCHOOL ID
ACA

USERNAME

PASSWORD

REMEMBER ME?

LOG IN

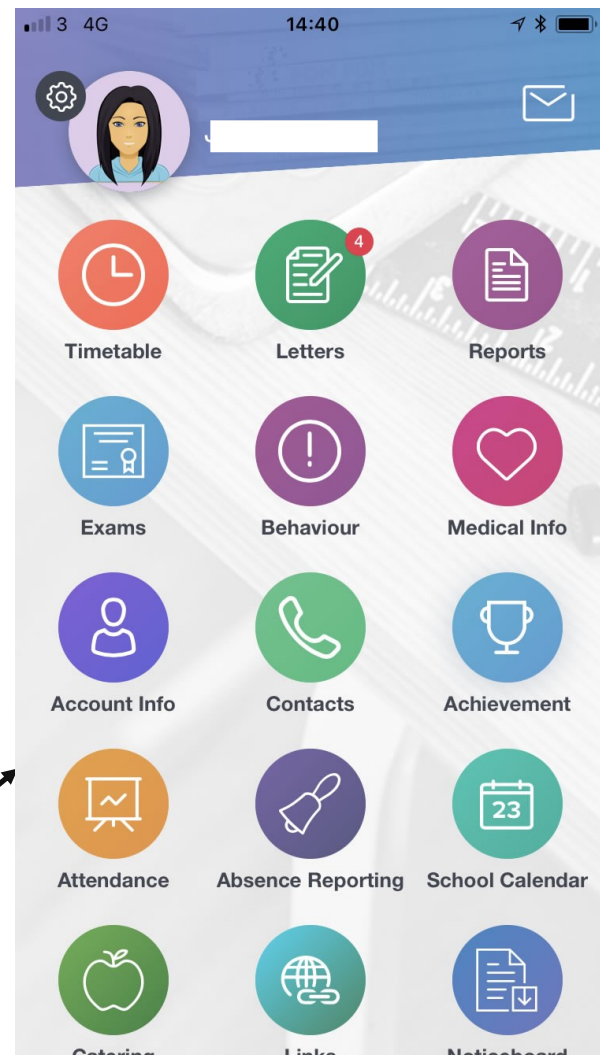
DEMO

Viewing your child's information

You can access the following information via the **EduLink One App**:

- School Reports
- Catering transactions and balance
- Letters home
- Exam Timetables and entries
- Behaviour and detention log
- Achievements and awards
- Absence reporting
- Contact details
- Medical Information
- Lesson timetable
- School calendar

*Please note that from September 2018, all communications to parents/carers will be made via the **EduLink One App** and email (where appropriate) rather than via the Learning Gateway and SMS text messages.*

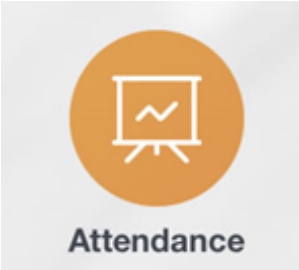
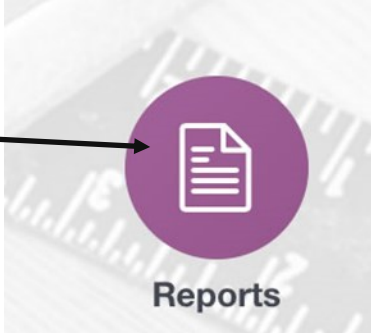


EduLink offers two styles of screen layout, and these are automatically selected when you hold your phone in Landscape or Portrait orientation.

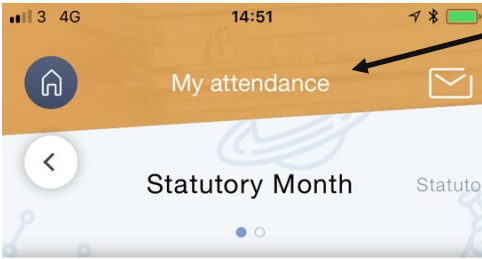


Letters Home
Here you will see any letters from us and will be able to submit a reply to letters that require permission. Your response will automatically be sent to the relevant teacher.

Reports
Here you will find a copy of your child's termly report.



Attendance and Punctuality
Here you can see a percentage for your child's current attendance, unauthorised absences and lateness.



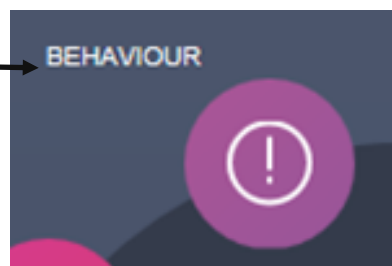
September 2018



- Present 100%
- Unauthorised 0%
- Absent 0%
- Late 0%

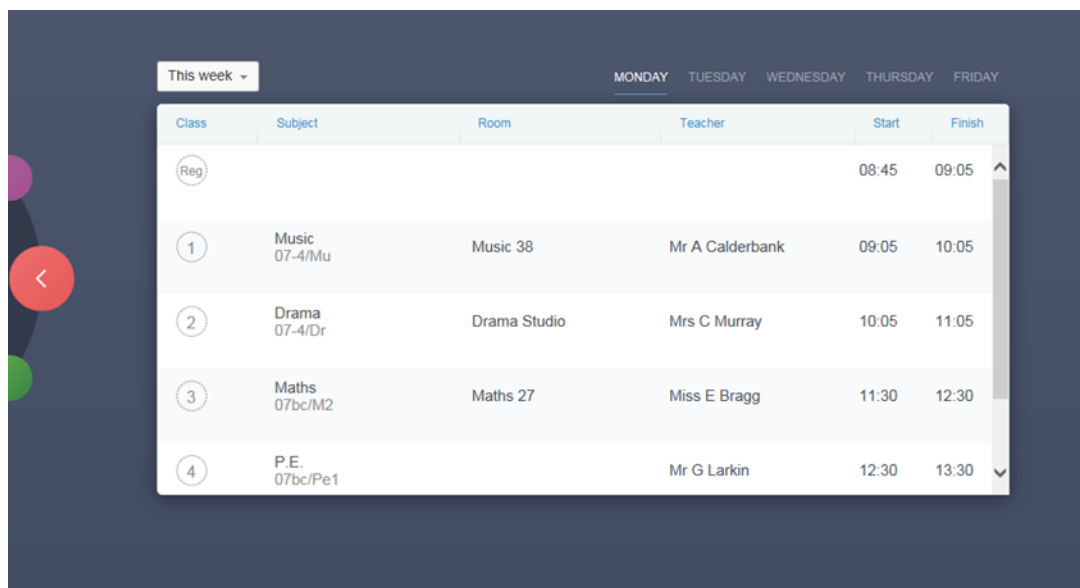
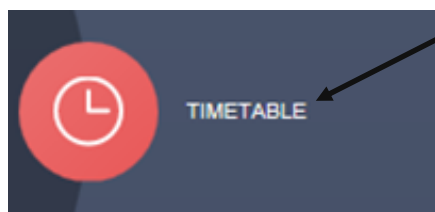
Behavior Incidents

Under the behavior tab you will find any behavior incidents relating to your child.



Timetable

Here you can see a daily timetable of lessons for your child,.



This week - MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY

Class	Subject	Room	Teacher	Start	Finish
(Reg)				08:45	09:05
1	Music 07-4/Mu	Music 38	Mr A Calderbank	09:05	10:05
2	Drama 07-4/Dr	Drama Studio	Mrs C Murray	10:05	11:05
3	Maths 07bc/M2	Maths 27	Miss E Bragg	11:30	12:30
4	P.E. 07bc/Pe1		Mr G Larkin	12:30	13:30

Achievement

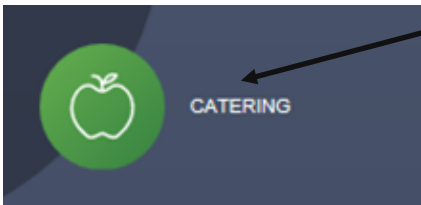
Here you can see your child achievements, including any Epraise points.



The screenshot shows a detailed view of an achievement award. At the top, there are four tabs: "Type & Date", "Comment & Teacher", "Activity & Info", and "Award". The "Award" tab is selected. The main content area displays the following information:

Type & Date	Comment & Teacher	Activity & Info	Award	Points
07-09-2018 ePraise Points	Miss P Waldron Epraise points from 01st August 2018 to 7th September 2018 [EPRAISE ID: 1307809] [Worder A44863056]		Achievement Award	4

At the bottom right, there is a green button with a plus sign and the text "Total Achievements Points 4". At the bottom center, there is a red envelope icon and the text "MESSAGE 3 0 new message".



Catering

Under this section you will can see your child's catering balance and also which food items they have purchased throughout the week,

The screenshot shows a list of catering items with columns for "Date & Time", "Items", and "Amount".

Date & Time	Items	Amount
13:08 07-09-2018	PREMIER SANDWICH APPLETISER CAKE 1	£1.35 £0.85 £0.50
13:19 06-09-2018	CAKE 1 PREMIER SANDWICH OMJ	£0.50 £1.35 £0.85
13:18 05-09-2018	PIZZA CAPRIS SUN CAKE 2	£1.00 £0.65 £0.60
12:45 04-09-2018	PIZZA CALYPSO CAKE 1	£1.00 £0.45 £0.50

At the bottom right, there is a blue button with the text "Balance £9.90".