

School App

Pre-requisites to be able to login

Password set

Ensure that you have set a password and noted your username during that process from the email address. If you did not receive this email please contact online@southwell.school.nz for another email to be sent.

Downloading

The mobile application can be downloaded from both the Google playstore and Apple App store, by clicking on the logos below. There is no application option for Windows phones at this stage.



Homescreen view

On the left is an example of what is seen by Android users, and on the right is an example of what is seen by iOS users.

Android View



iOS View

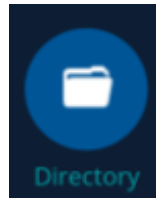


For any queries regarding this information, please contact online@southwell.school.nz

Menu Items explained



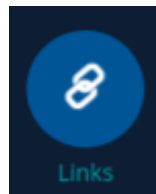
School Info - provides a brief description of the school.



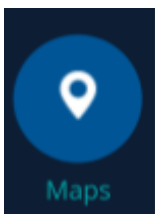
Directory - displays the school staff directory, including email contact information



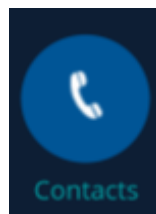
Calendar - displays upcoming events in a list format



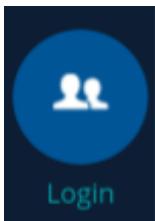
Links - displays a list of links that are important to the school.



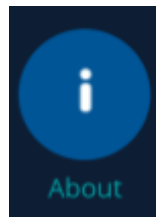
Maps - displays links to school map from google, as well as a layout of the school in PDF format.



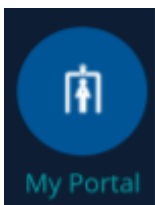
Contacts - displays a list of important contact points for the school. Such as the school reception and HR.



Login - Use this icon to login.



About - displays information about the current user logged in, app version and developer.



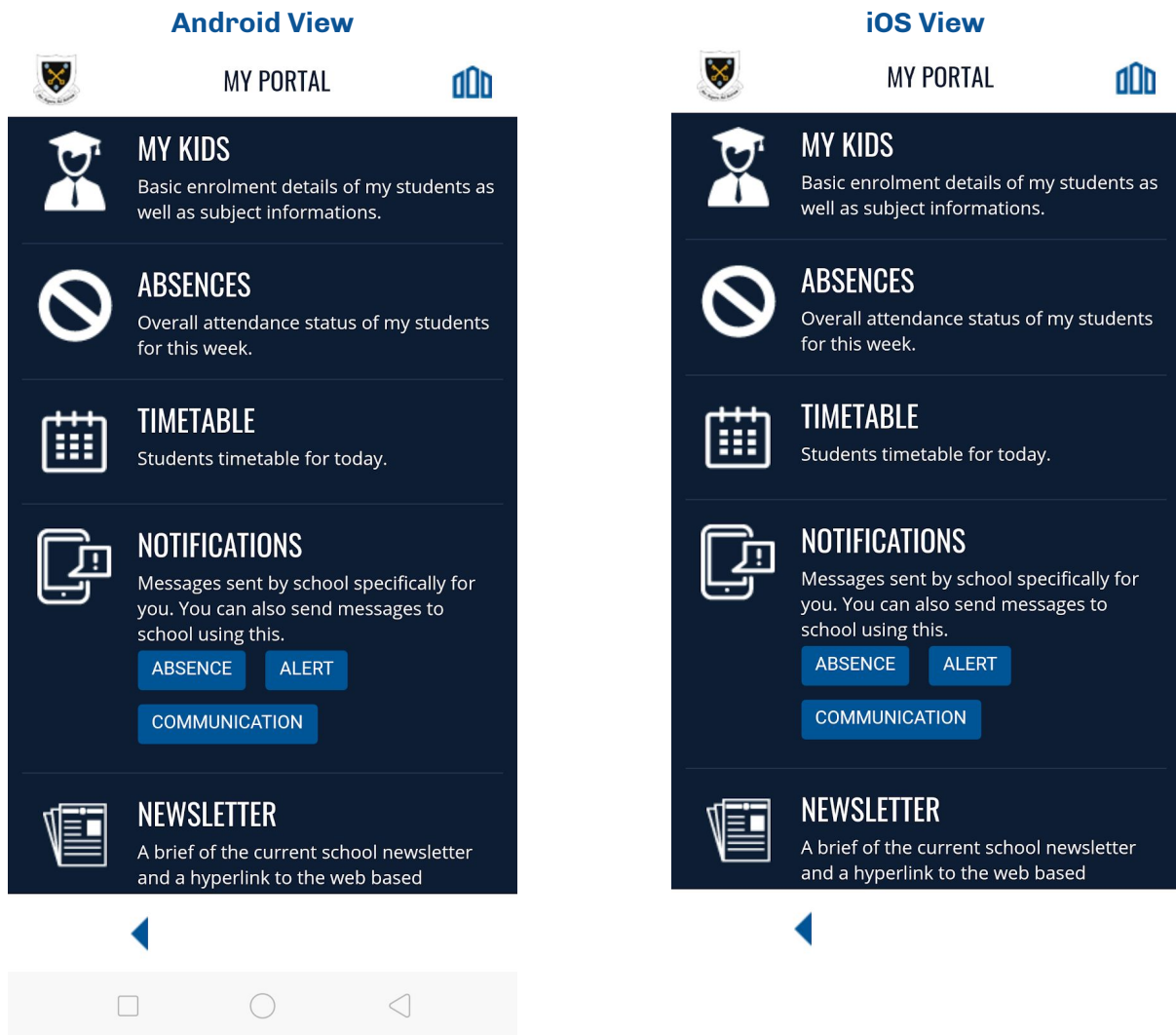
My Portal - Is only visible when a valid user is logged in. Logging in provides other available options. See next page for more details.



Sign out - the current user is signed out of the application. Only visible when a valid user is already logged in.

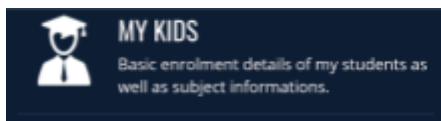
My Portal Items explained

Once successfully logged in, the following view will be available when you click on the **My Portal** icon. On the left, is an example of what is seen by Android users, and on the right is an example of what is seen by iOS users.



These views inside My Portal are more self explanatory.

My Portal Items explained



My Kids - This icon provides access to information related to your students

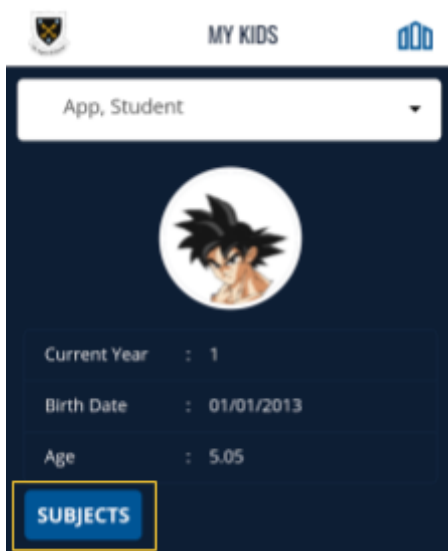
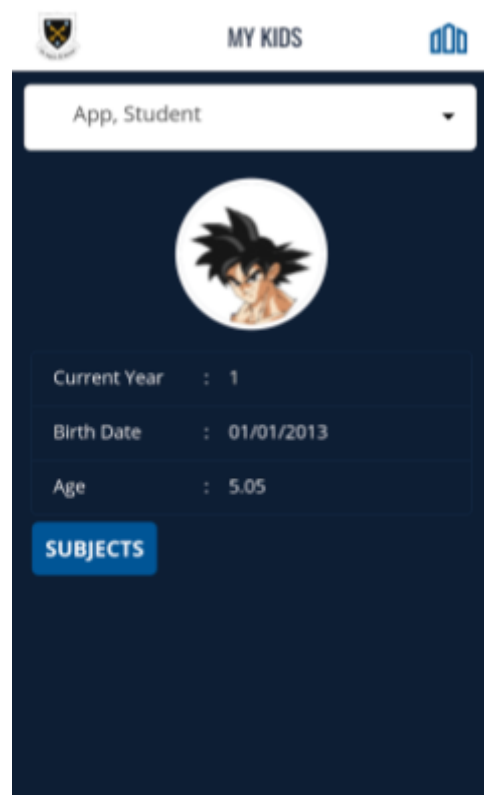
From within this icon you will be provided the next view.

Navigation:

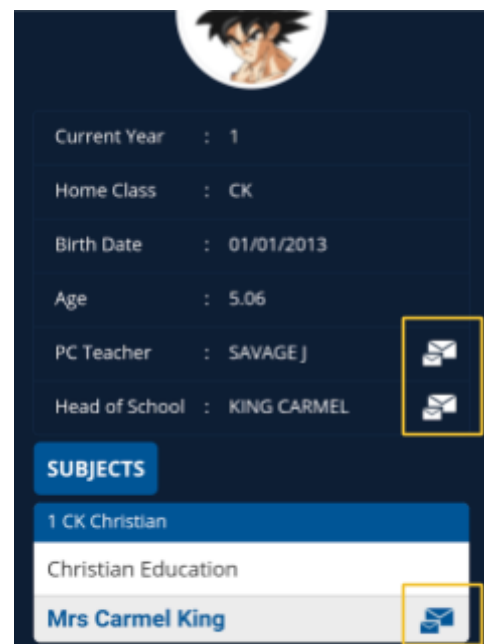
Drop down menu - Allows you to change between your children.

Subjects button - Displays Subject and Teacher information.

Email icon - Allows you to email the Teacher of the respective subject from within the app.



Demonstration of subjects button



Email icons identified for Subjects and Home class email options.

My Portal Items explained



Absences - This icon provides access to absentee information.

Within this icon you will be provided the next view.

Navigation:

Drop down menu

Allows you to switch between children.

Search button

Displays all absentees recorded.

Create an absence notification

Provides an option to send through a student absence notice to the school.



Demonstration of Search and Create an absence notification button.

Students needs to be selected and all fields need to be completed when submitting the absence

My Portal Items explained



Timetable - This icon provides access to student timetable

From within this icon you will be provided the next view.

Navigation:

Drop down menu

Allows you to switch between children.

Calendar icon

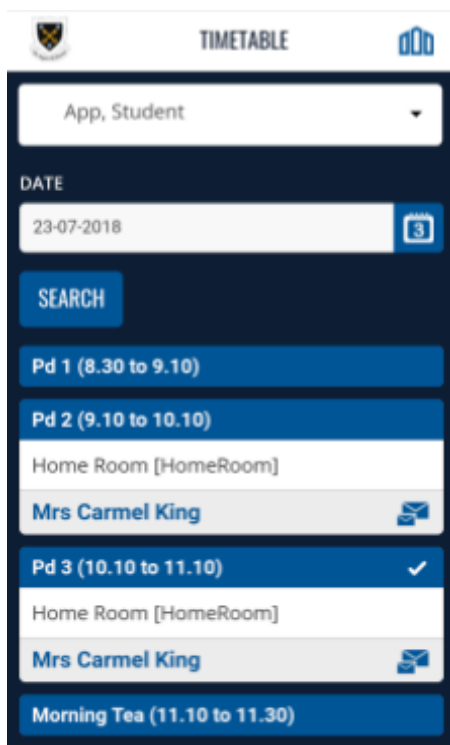
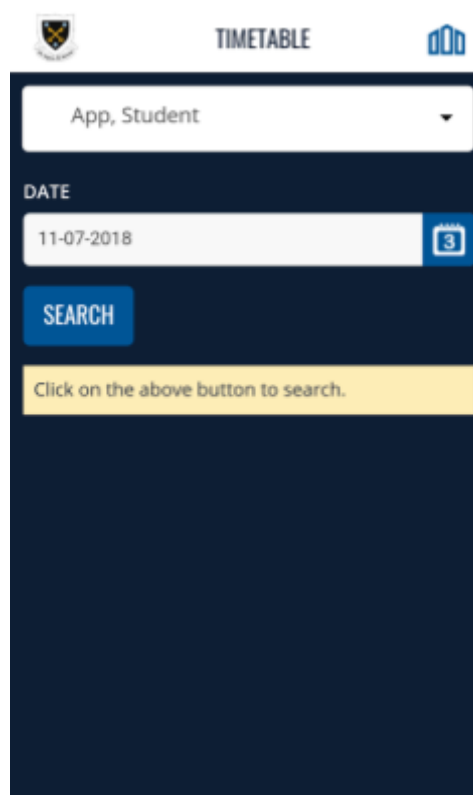
Allows date to be selected

Search button

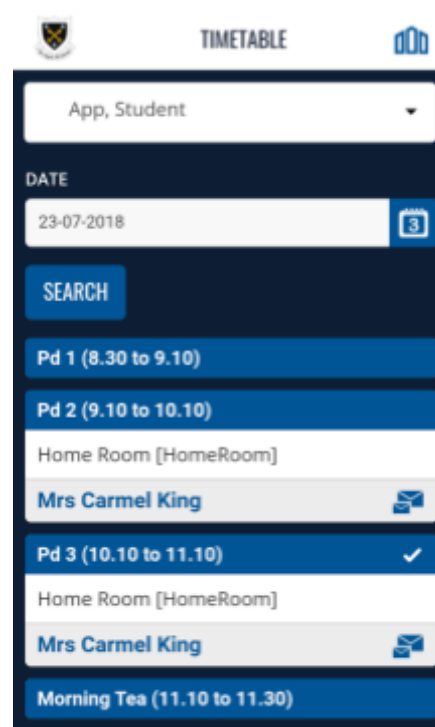
Displays all timetable for selected date

Email icon

Communication channel

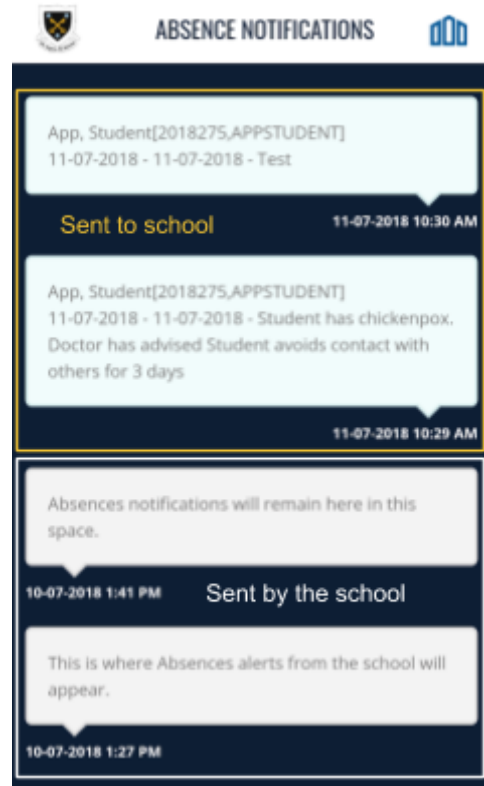
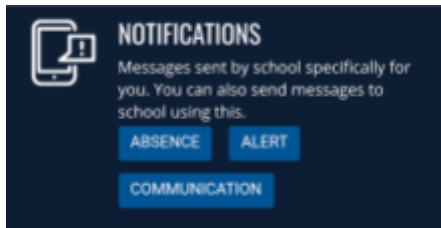


Demonstration of Search button



Timetable view for date selected.

My Portal Items explained



Notifications - This icon provides a space for viewing notifications

Navigation:

Absence button

Displays absence alerts both sent and received

Alert button

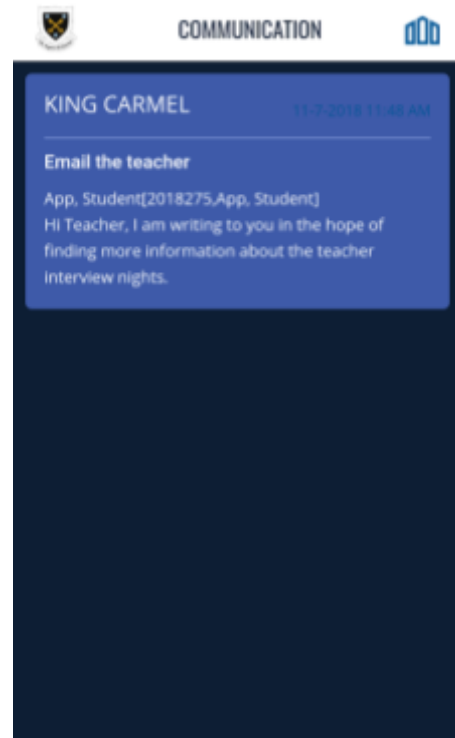
Displays School announcement alerts

Communication

Displays personal communication alerts



OR



My Portal Items explained



Newsletter - This icon provides a link to our most recent newsletter

