

# SchoolAid-Parent App Guide



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## Overview

We are happy to announce that in keeping with its progressive outlook, your School has decided to provide students and parents with a School App. To this end, the school has tied up with School Aid to provide this service.

The purpose of the App is to promote free communication between parents, teachers, and other care givers in the School. We hope that this will open up timely communication, which will go a long way in leveraging the quality of education as well as the level of interaction with all involved stake holders. The objective is to have all of it culminating in a better learning experience for our students and a more informed and active parent body.

The Parent App will have the following features to start off with: -

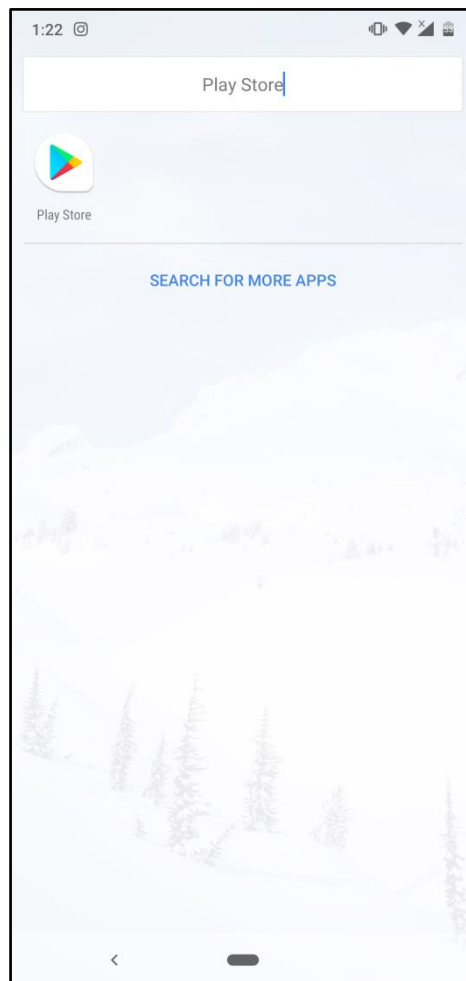
1. Child Attendance
2. Leave Application
3. Leave history of the child
4. School Diary providing
  - a. Child's Homework
  - b. Teacher's remarks and comments
5. School Notice Board comprising of: -
  - a. General Notices
  - b. Parent-Teacher meetings
  - c. Vacation information
  - d. Activities
  - e. Notices specifically for you and your child
  - f. Congratulations for the achievements of your child
6. Examinations and test schedules
7. Examinations and test performance of your child
8. School's Calendar

The App has been structured in such a way that it gives you a single interface for all your children who may be studying in your school.

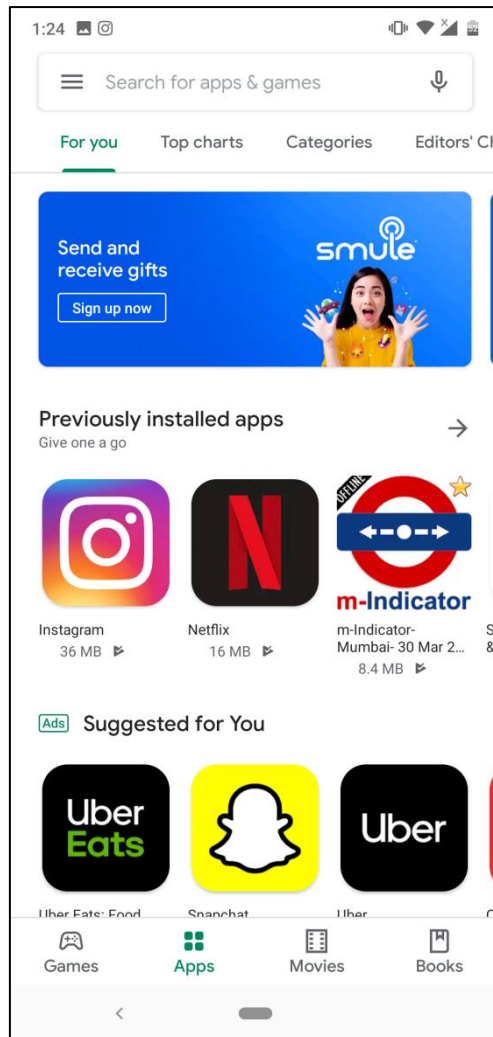
## Installing the SchoolAid-Parent app

-This app will only work if you have proper internet connection on your mobile device. You should have either an active WiFi connection or a data plan active which allows you to connect to the internet.

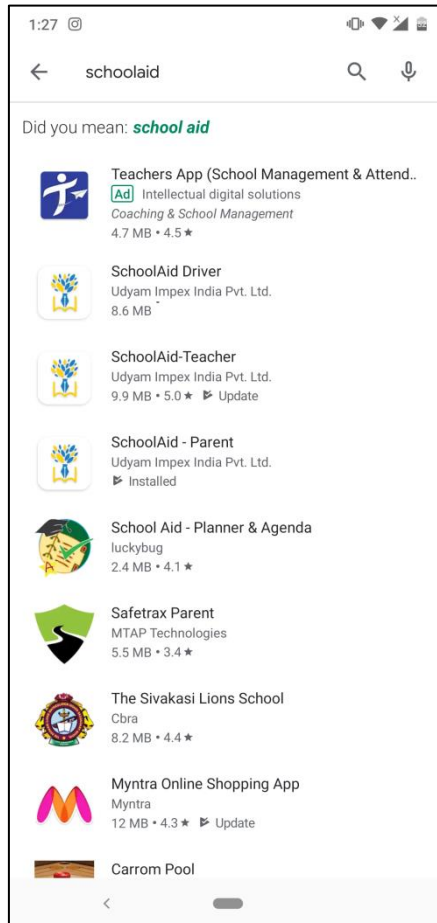
➤ Open the play store app on your smartphones.



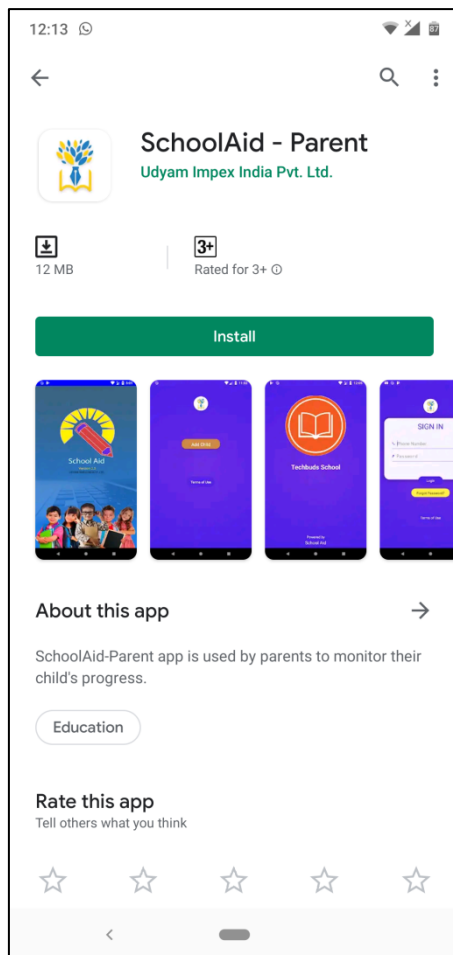
- Search for the app by typing SchoolAid in the search bar on the top.



➤ Select the “SchoolAid-Parent” app from the results.



- Click on the install button. Depending on your internet speed the app will download and install in a few minutes



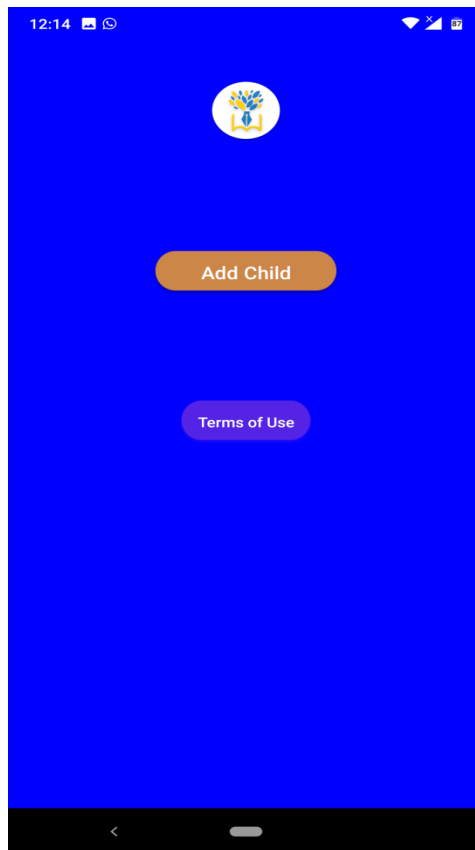
- Once the app is downloaded and installed click on Open to open the app.
- For subsequent usage of the app you can spot the SchoolAid icon in your apps section.
- To start the app subsequently simply click on this icon.

## Adding Child before First Login

Before proceeding with adding the child to the app please check the email ID you had given to the school and search for an email you would have received from [support@schoolaid.in](mailto:support@schoolaid.in) . This email will contain details of your child's unique license number identifying your child.

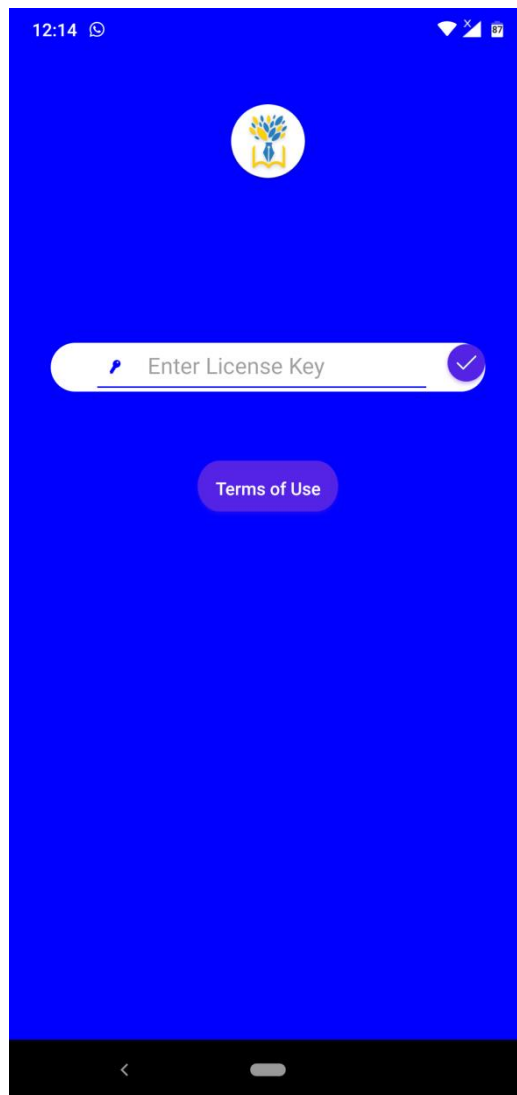
Note down the license key allocated to you for your child and keep it handy.

- Open the app.
- Click on Add Child.



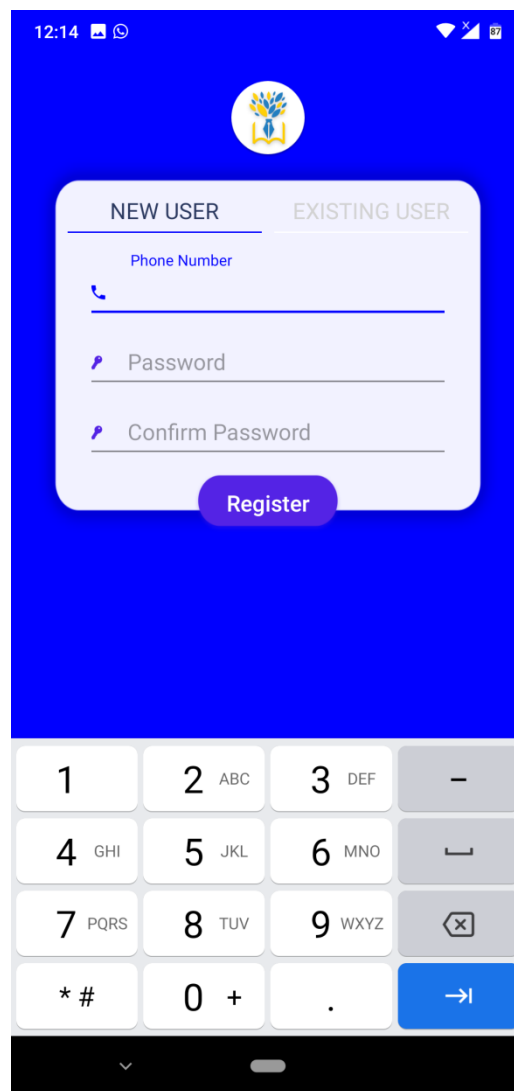


- Enter the License Key which has been sent to you by an e-mail as well as an SMS by the school.
- Click on the “✓” symbol on the right.
- Your app is now connected to the data of your child.
- All information related to your child will now be available to you through the app.



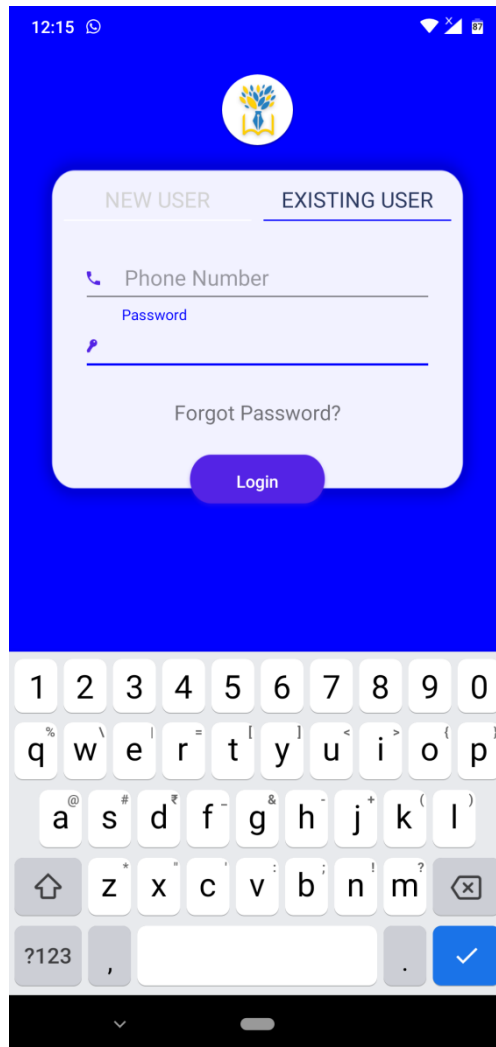
## Setting up your password

- If you are a new user, enter your Phone Number which you have submitted to the school with the country code, a new password and again confirm the same password in the Confirm Password field.
- Click on Register.
- You can proceed to use the app as outlined below.



## How to Log In if you are an existing user

- Enter your Login details to login.
- If you are an existing user, click on the existing user tab.
- Enter your phone number and password.

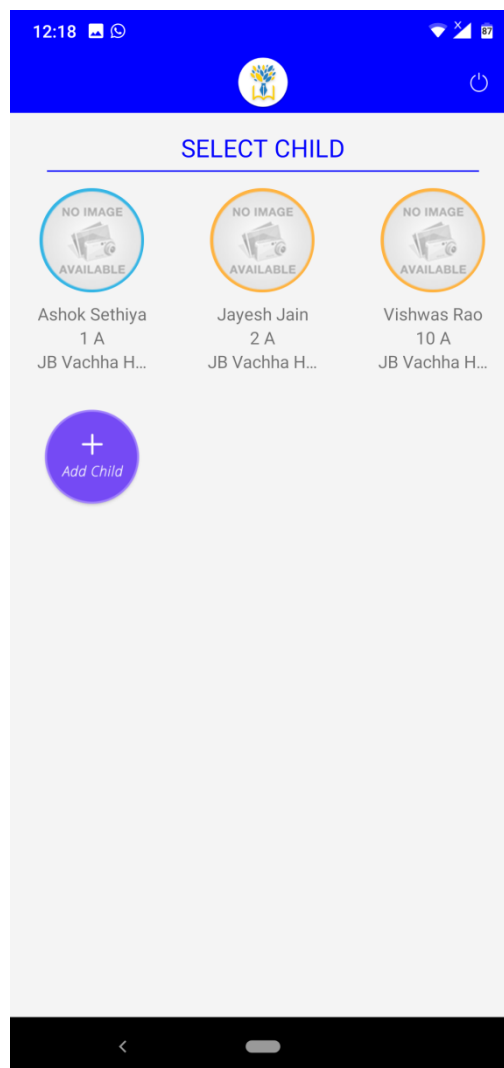


- Click on login.
- You can now proceed to use the app as outlined below

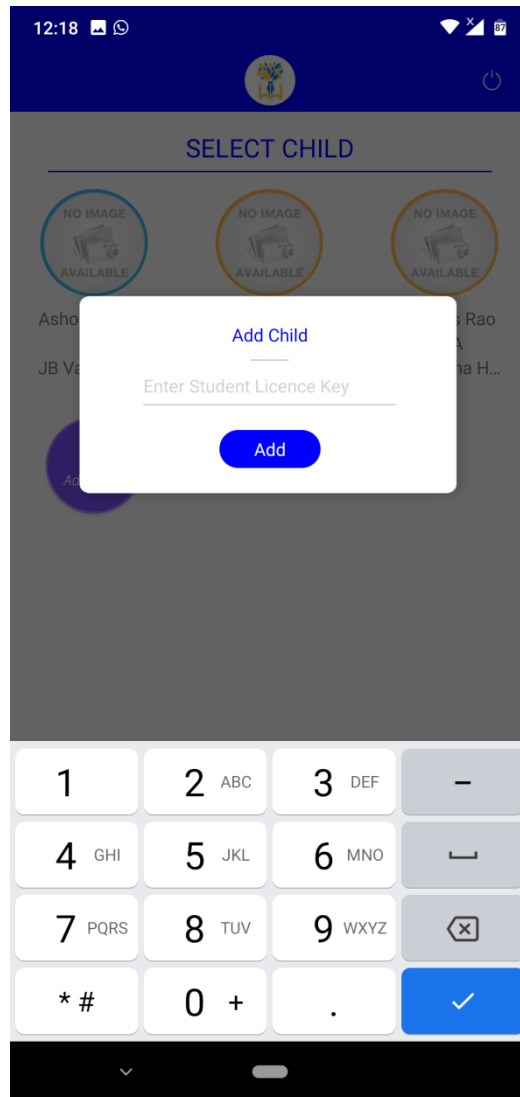
## Adding Child after logging in

If you have multiple children studying in the same school or in a partner school of School-Aid you can enter the license of other children in the same app so as to access details of all the children in the same app.

➤ Click on the round Add Child button on the home screen.



- Enter the unique License Key provided by the school for the other child you wish to add.
- Click on Add. Your Child will be added.

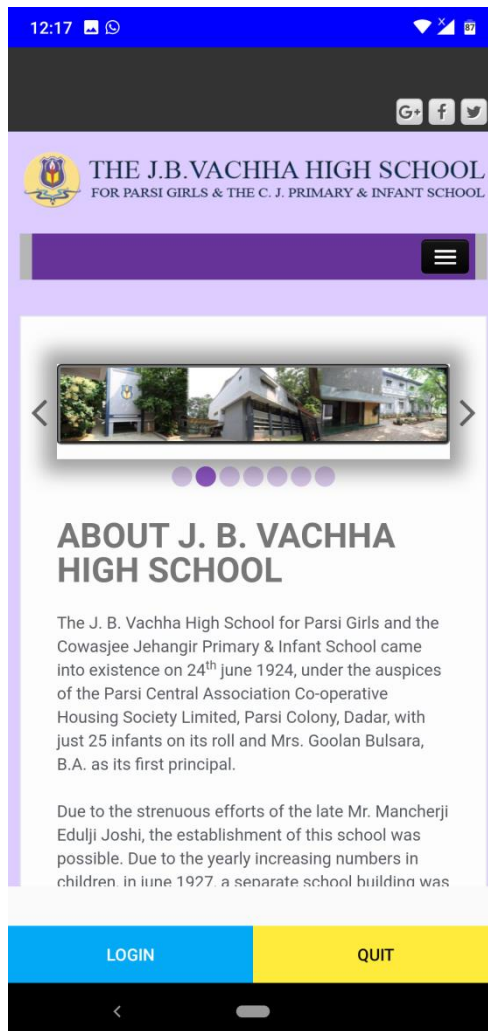


You may repeat the procedure to add multiple children as required

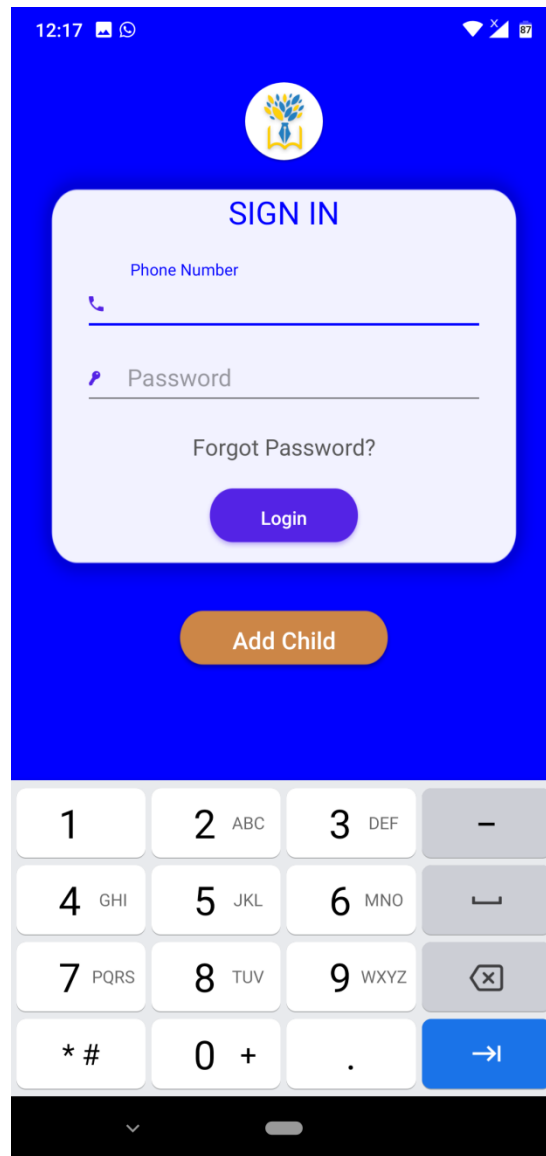
## Login

The School-Aid app allows you to browse generic information published by the school without login. However if you wish to access specific information regarding your child you will require to log in to identify yourself. In order to do so follow the below procedure.

- Click on the Login button at the bottom.



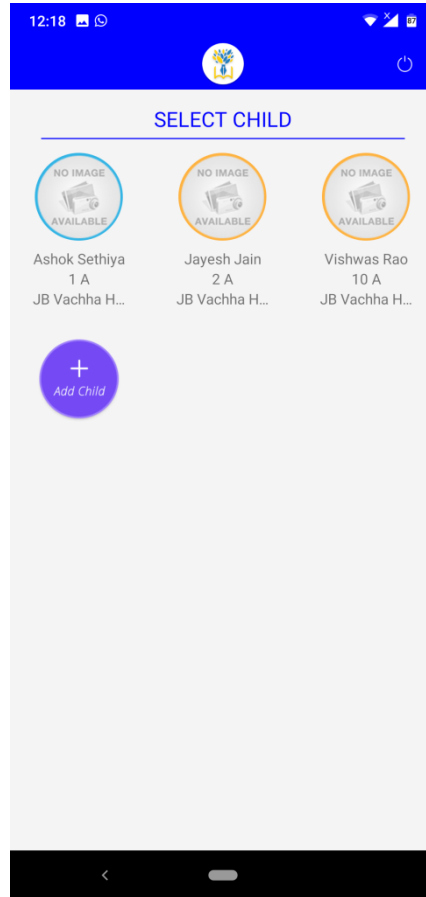
➤ Enter your phone number and password.



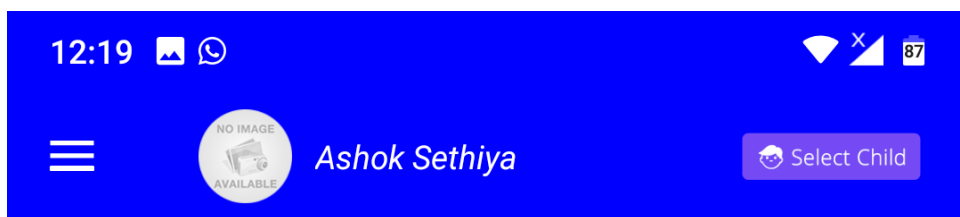
➤ Click on login.

## Selecting a child

- After logging in click on the child you wish to view.



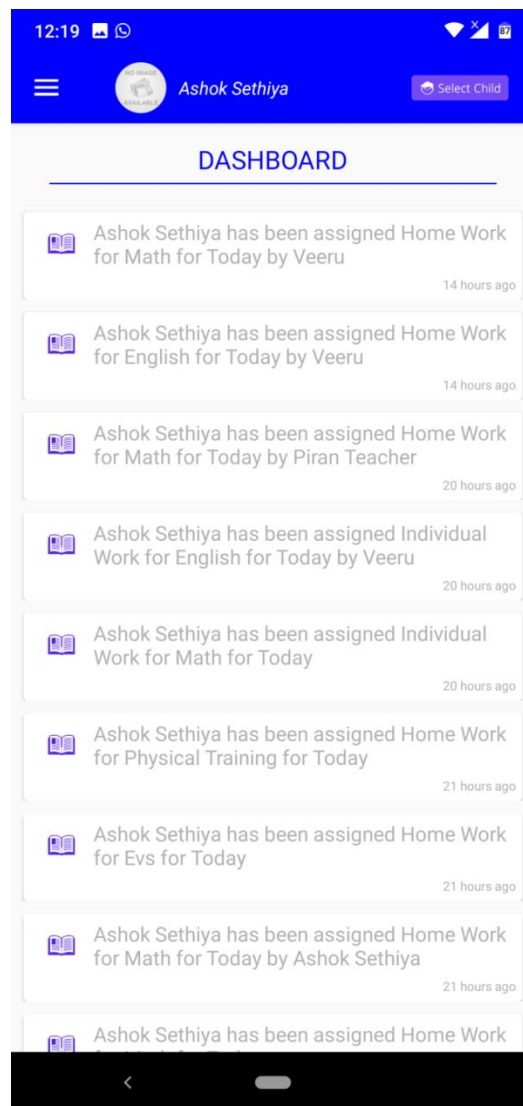
- You can change the child after selecting by clicking on the “Select Child ” button on the top right corner of the screen.





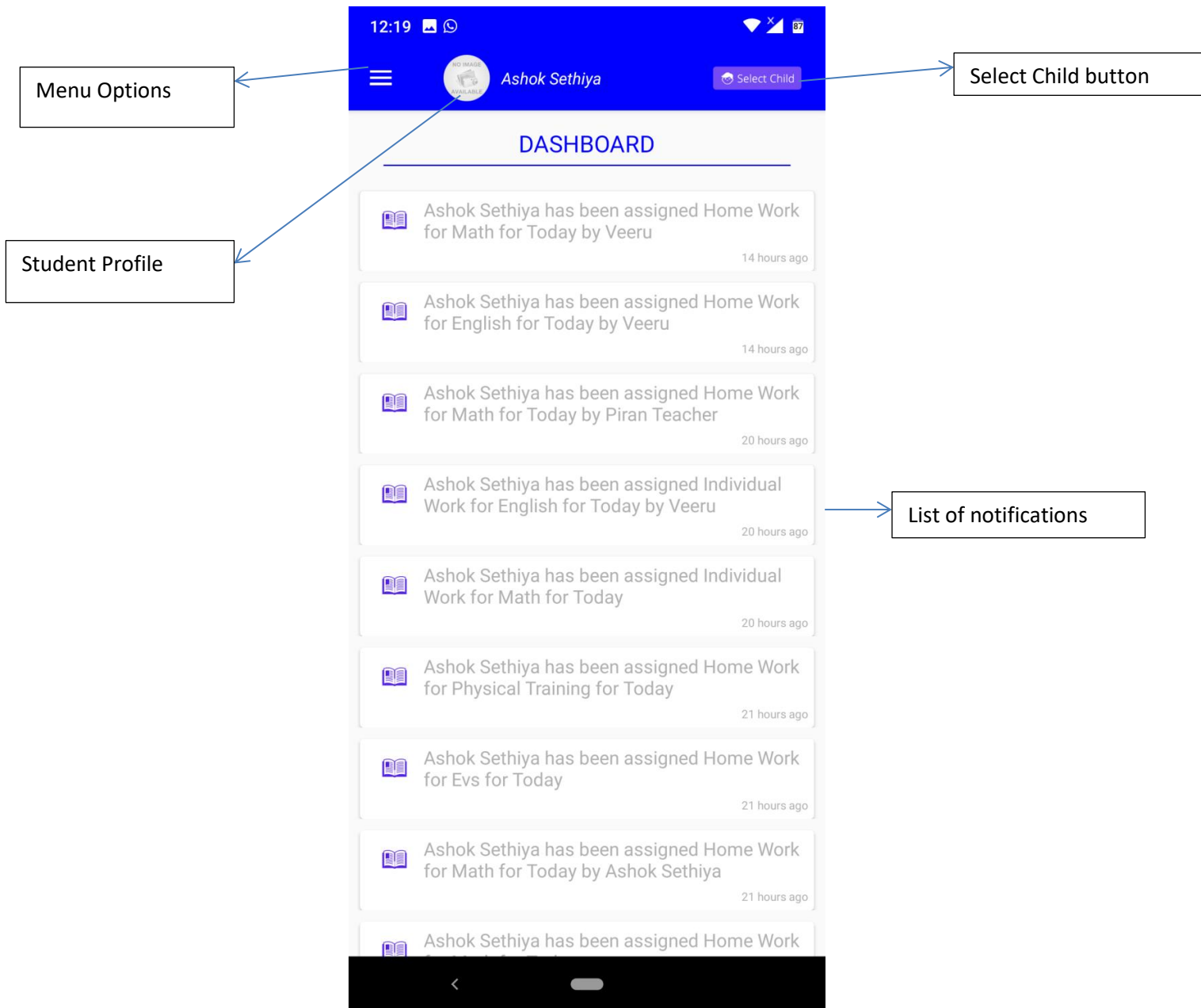
## Dashboard

- The Dashboard is the default screen which opens after login.
- It is a chronological list of all information provided by the school for your child.
- It is a single repository of all updates and information and can be scrolled to review information
- Click on any notification on the dashboard to view it.



## Layout & Interface of the App

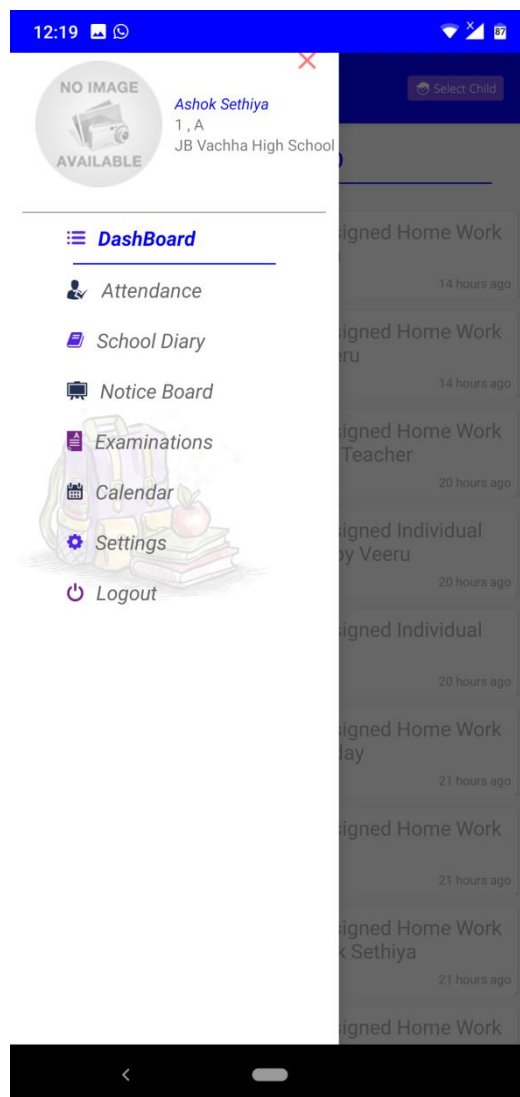
Once you are in the app you will notice that it has a consistent and intuitive interface as described below:-



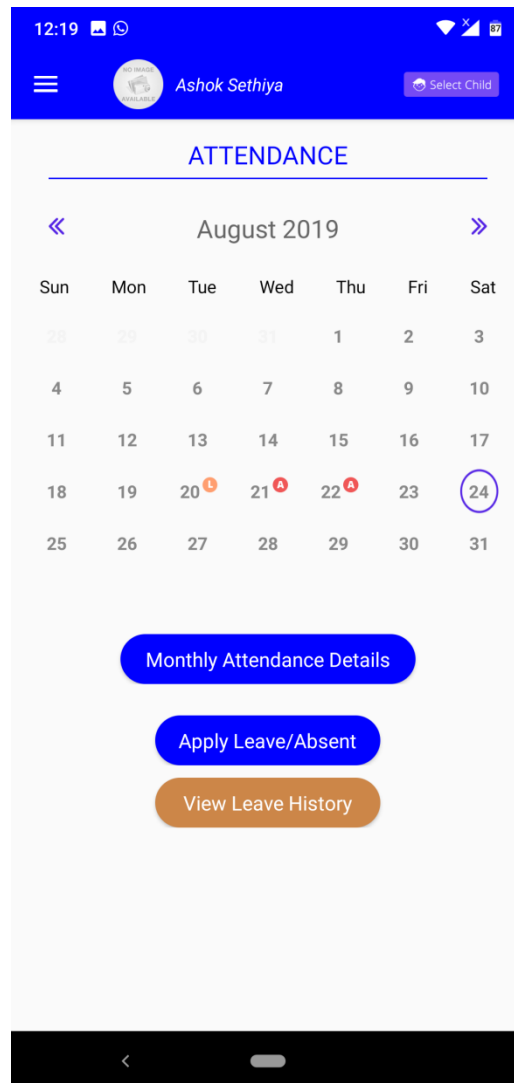
## Attendance

This option allows you review the attendance of your child as marked in the schools records.

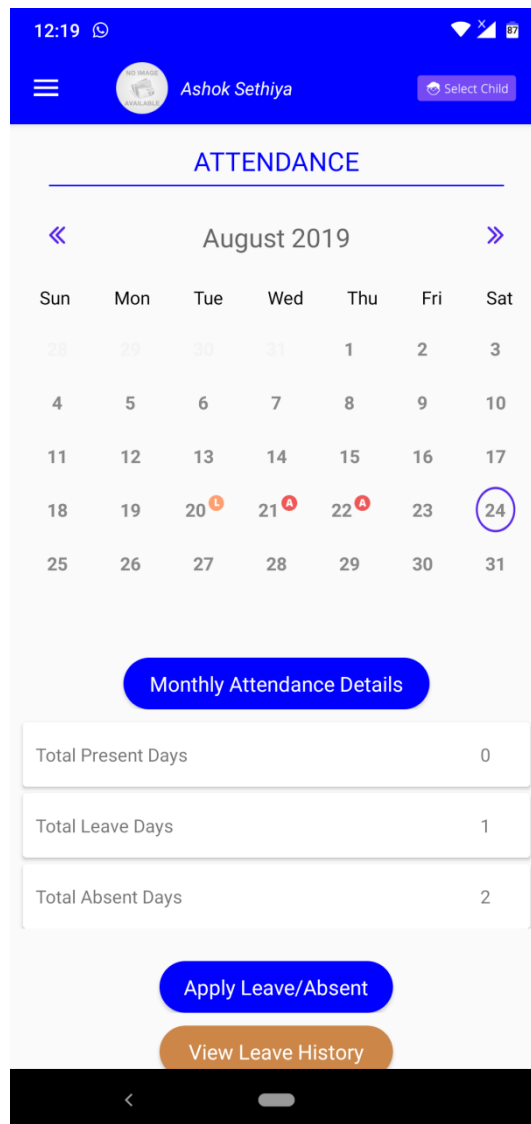
- Swipe right from the corner of the screen or click on the menu icon on the top left of the screen to view the menu options.
- Click on Attendance.



- Select the month you would like to review the attendance for.
- You can change the month by using the arrows on either sides of the month.



- Click on Monthly Attendance Details to view the attendance summary of that month.



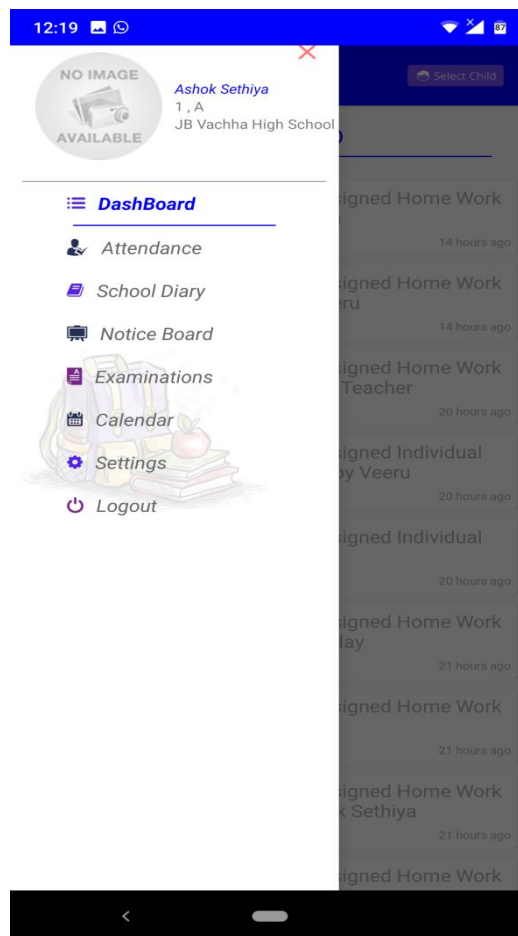
- Click on View Leave History to view the leaves taken.

## Applying for leave

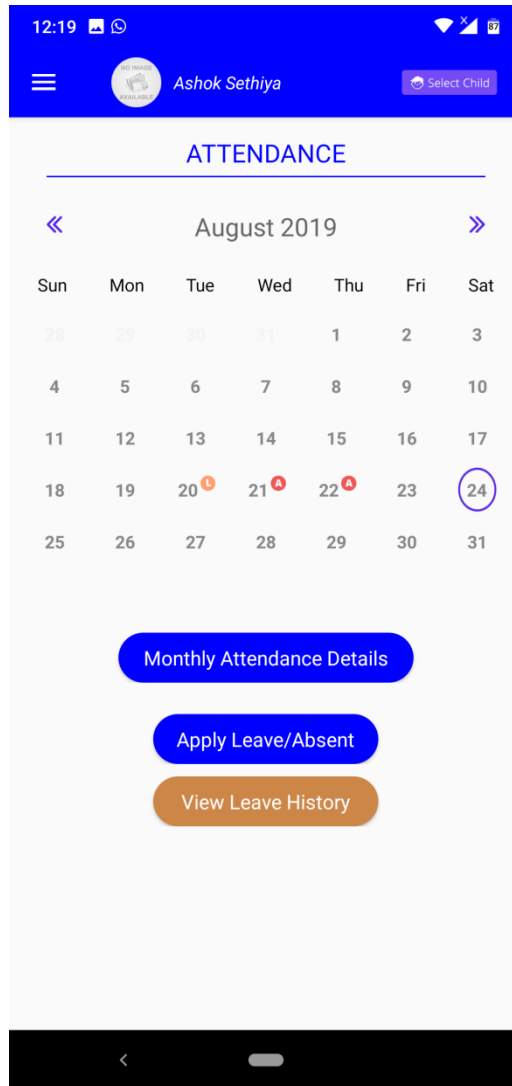
This option is available to parents to apply for leave for their child in advance in case of eventualities. The leave application is delivered to the class teacher and updated in the school records.

The primary purpose is to keep the school informed of the reason for leave/absence.

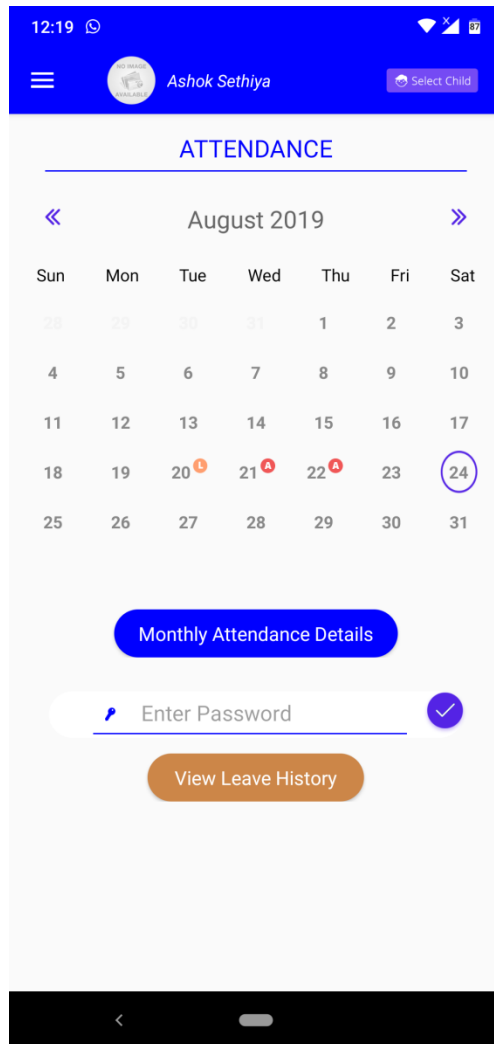
- Swipe right from the corner of the screen or click on the menu options button on the top left corner to view the menu options.
- Click on Attendance.



➤ Click on Apply Leave/Absent button.

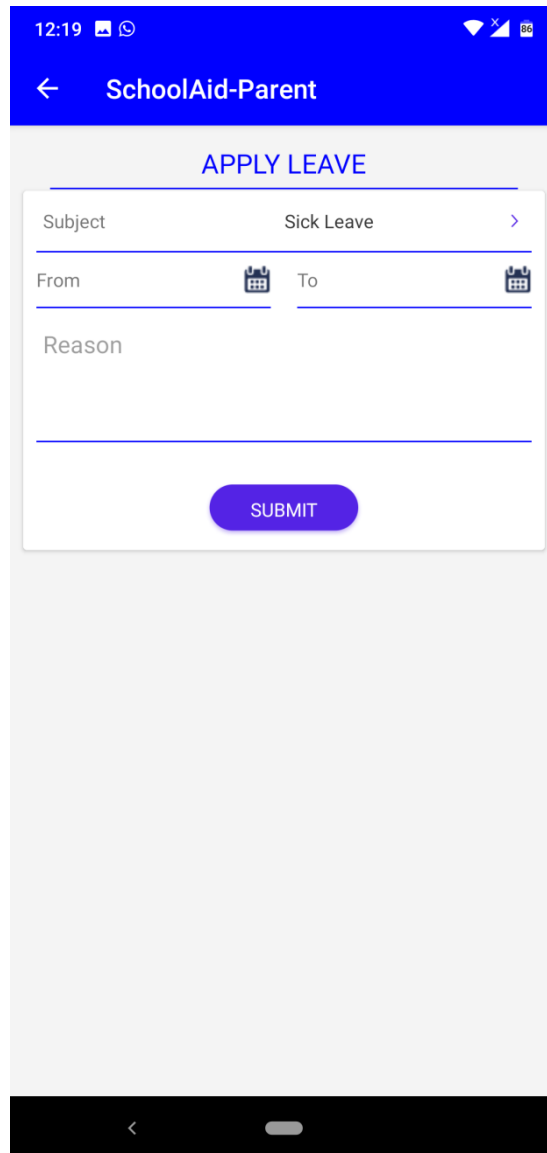


- Enter the password used for login.
- Click on the “✓” symbol on the right.





- Select the Subject from the dropdown menu.
- Select the “From” and “To” dates.
- Enter the reason for the leave.



The screenshot shows a mobile application interface for 'SchoolAid-Parent'. At the top, there is a blue header with a back arrow and the text 'SchoolAid-Parent'. Below the header, the title 'APPLY LEAVE' is centered. The form consists of several fields: a dropdown menu for 'Subject' with 'Sick Leave' selected, 'From' and 'To' date pickers, a text input field for 'Reason', and a blue 'SUBMIT' button at the bottom. The status bar at the top shows the time as 12:19 and various system icons.

- Click on submit.

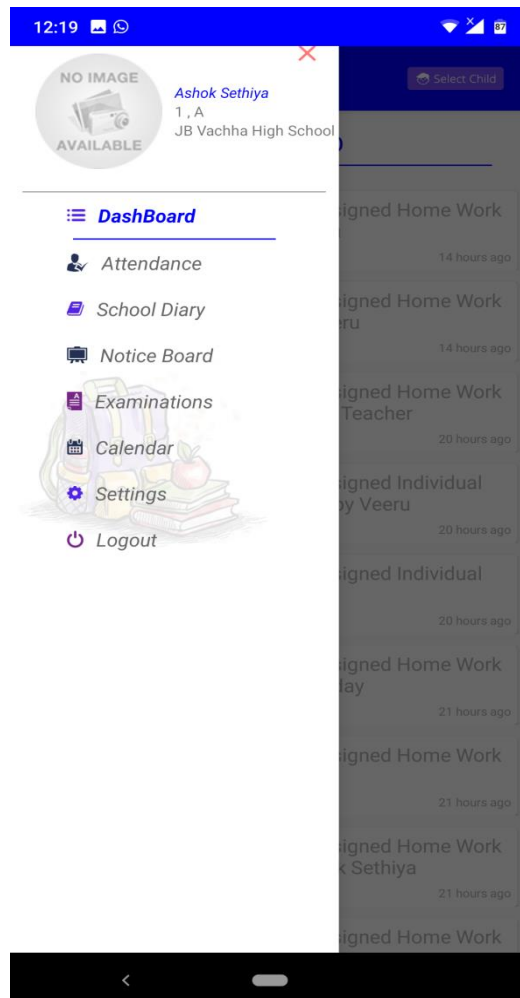
## School Diary

The school diary is for parents to review homework assigned by teachers.

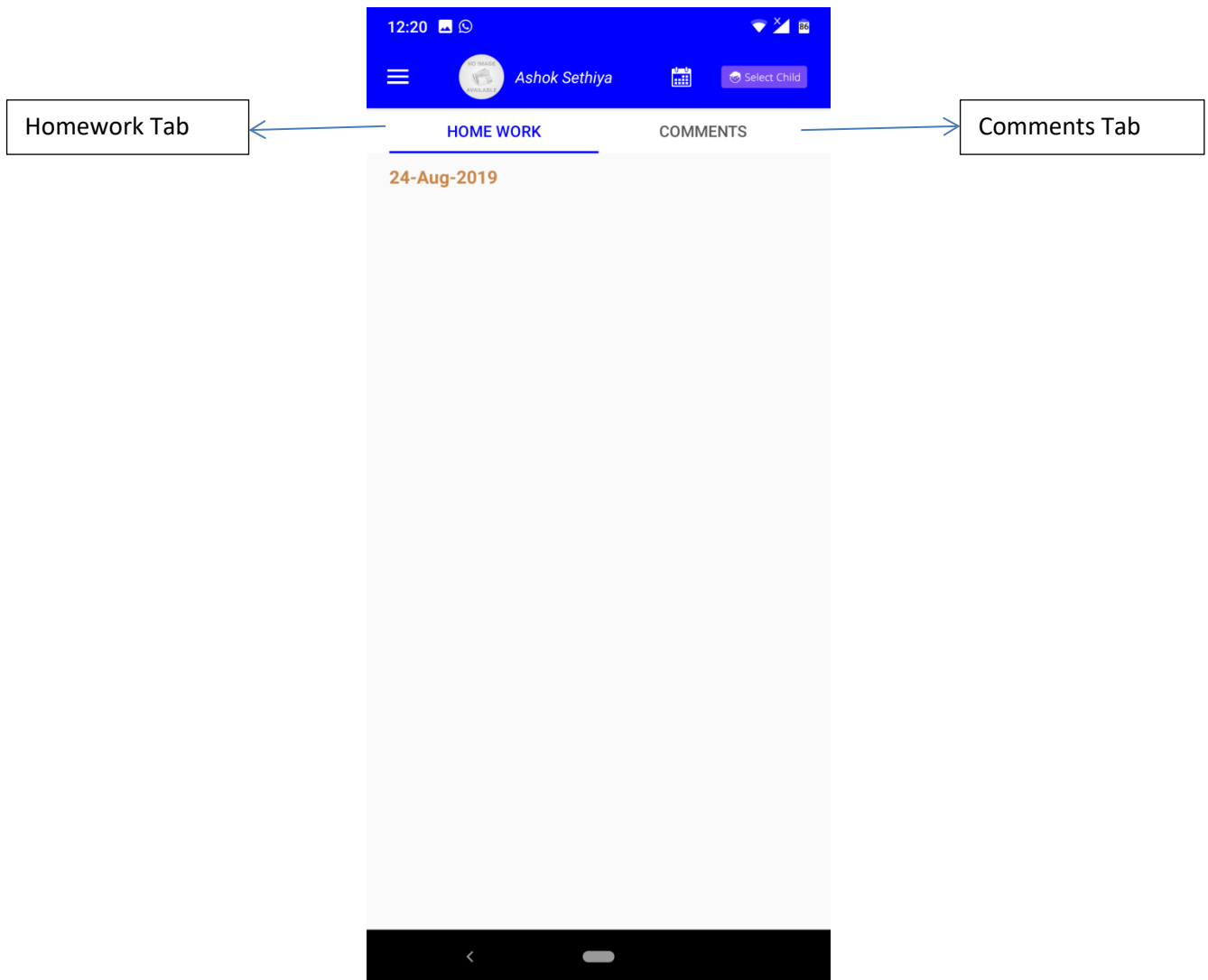
It is divided into parts homework and comments.

Comments allows teachers to give comments on the students' performance in school.

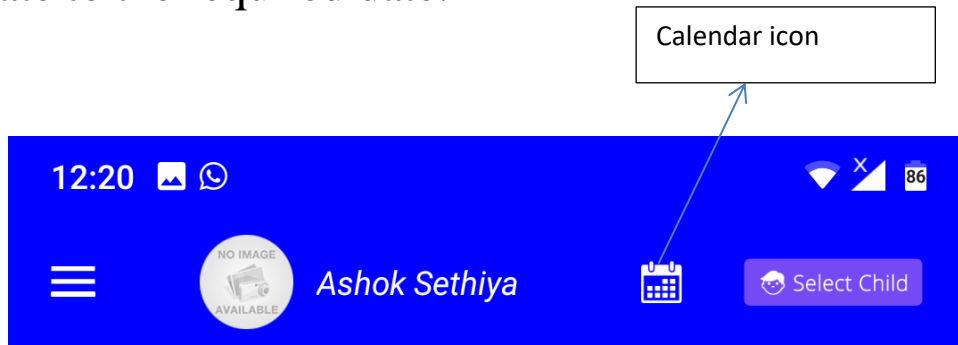
- Swipe right from the corner of the screen or click on the menu options button on the top left corner to view the menu options.
- Click on School Diary.



- The homework tab views the homework assigned.
- Click on the Comments tab to view the comments.



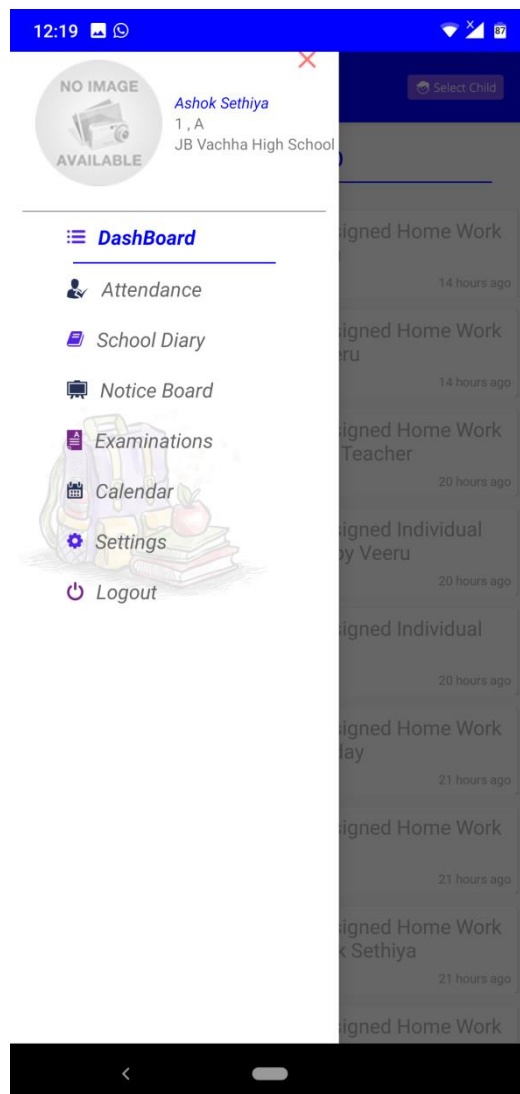
- To ensure that you see the homework or comments of the particular date click on the calendar icon and change the date to the required date.



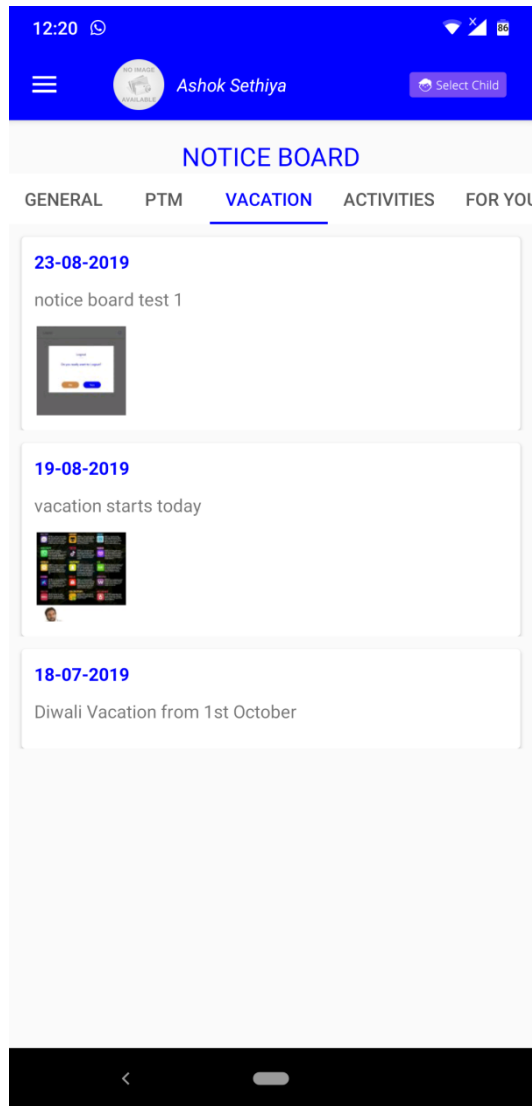
## Notice Board

The notice board section allows you to receive and read various notices that may be issued by the school under various categories. Each category notices will appear in different tabs.

- Swipe right from the corner of the screen or click on the menu options button on the top left corner to view the menu options.
- Click on Notice Board.



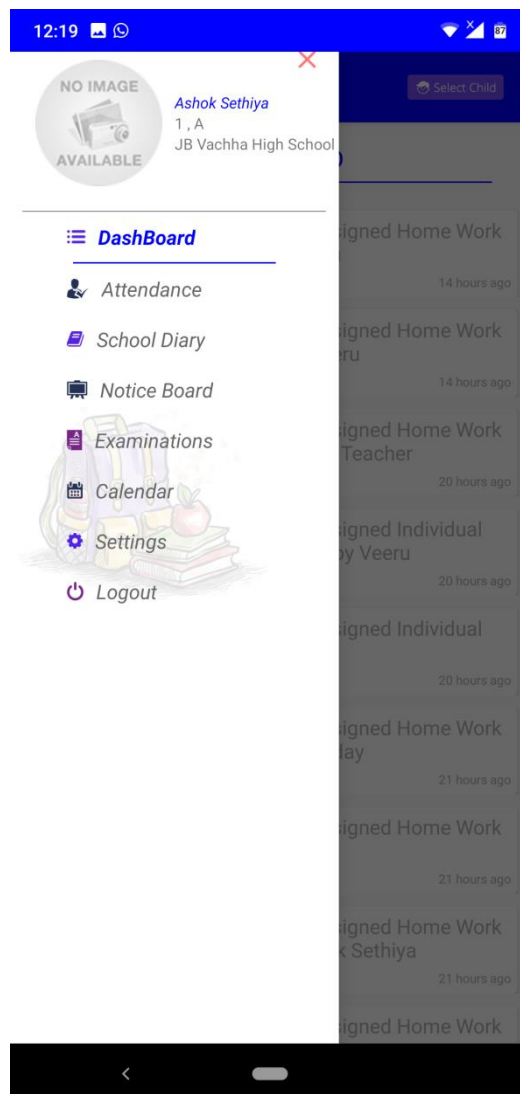
- You can click on different tabs to view different types of notices.



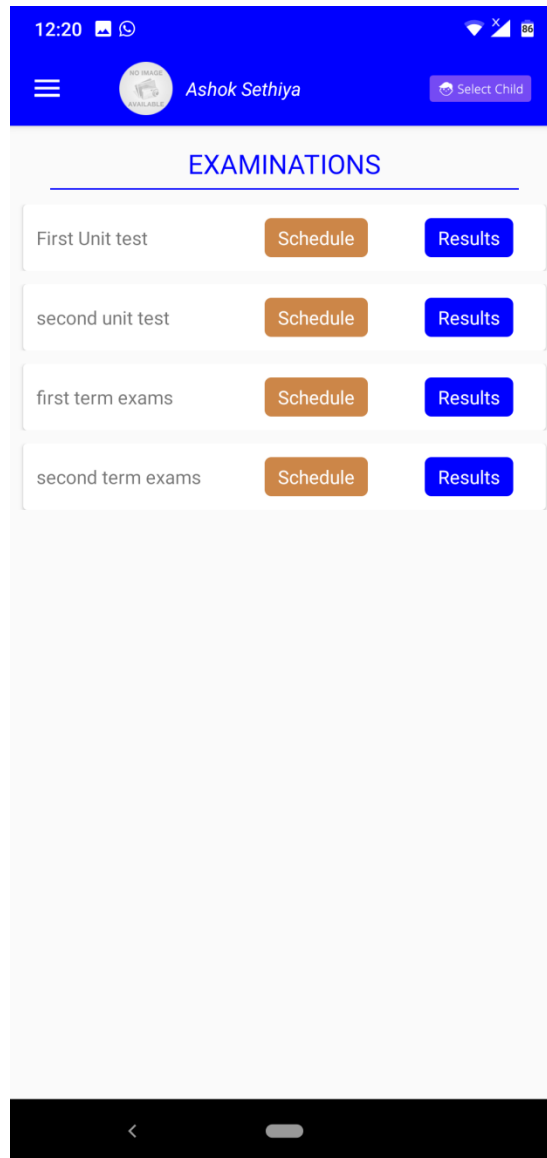
## Examinations

This option will allow you to keep update of upcoming test and examination and your child's progress in academics. If any marks and grades are updated by the school for tests and examinations it will appear in this section of the app.

- Swipe right from the corner of the screen or click on the menu options button on the top left corner to view the menu options.
- Click on Examinations.

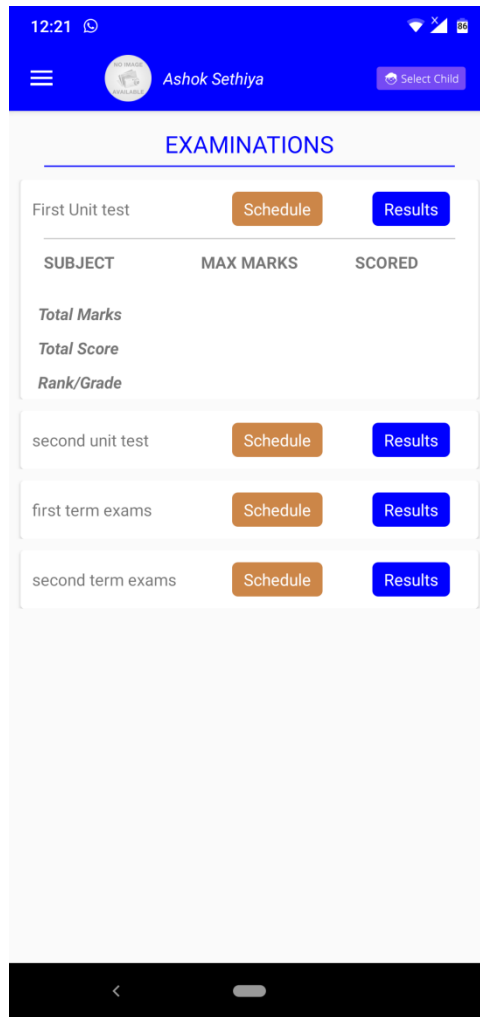


- Click on the Schedule button to view the timetable of a particular examination.





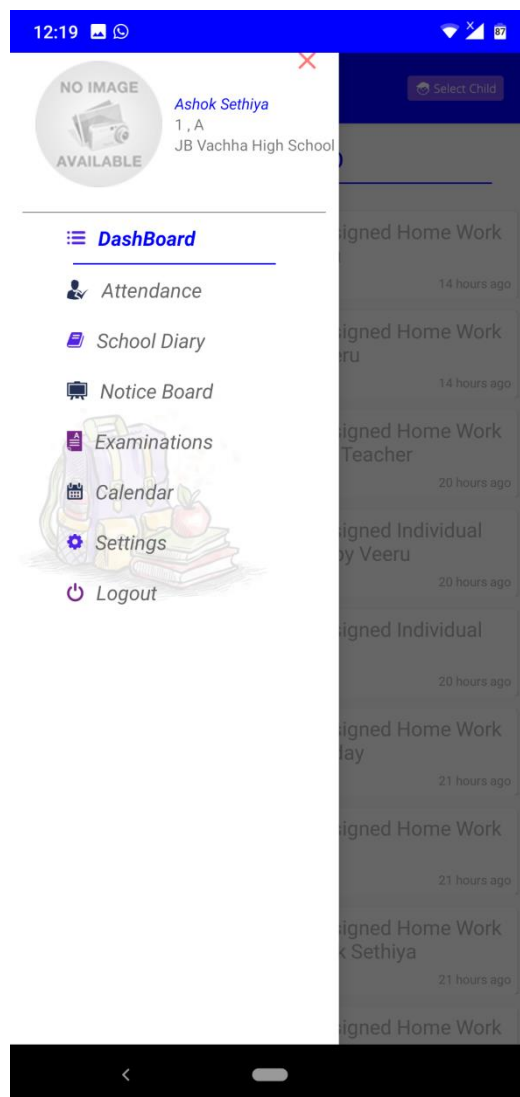
- Click on the Results button to view the results of your child of a particular examination.



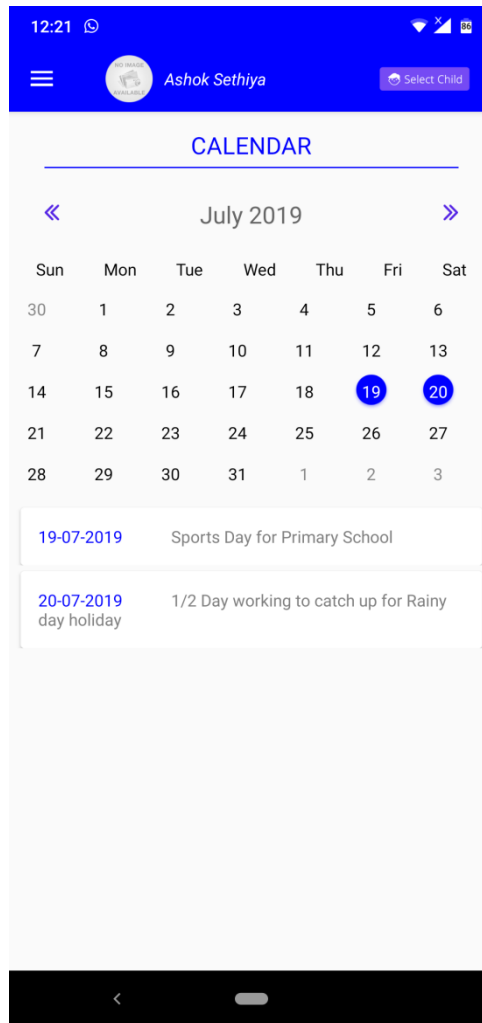
## Calendar

The Calendar option allow you to view the schools activity calendar for the entire school and for activities that are planned for your child's class.

- Swipe right from the left corner of the screen or click on the menu options button on the top left corner. The menu options will appear.
- Go to Calendar.

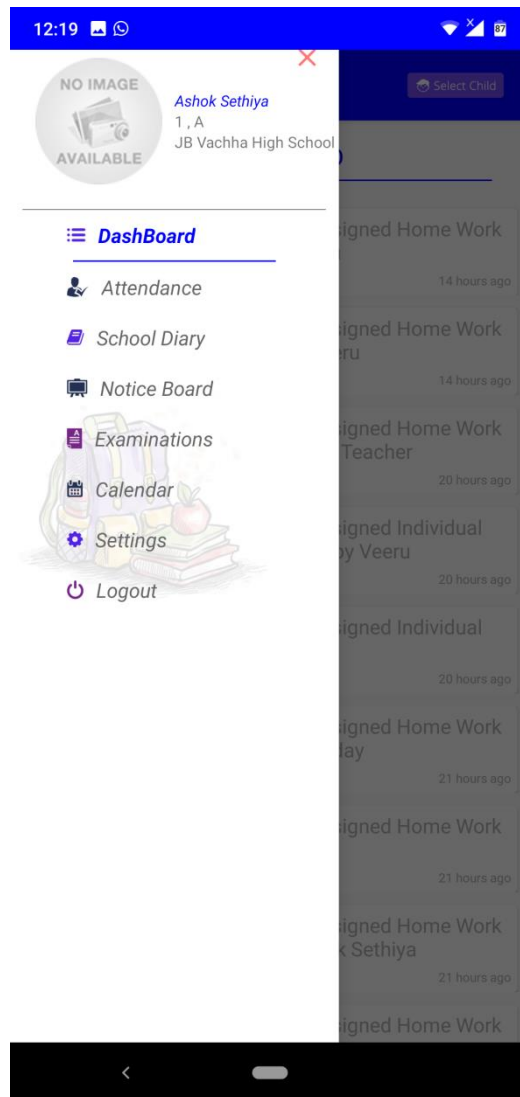


- You can use the arrows on either sides of the month to change the month and see the holidays and events.

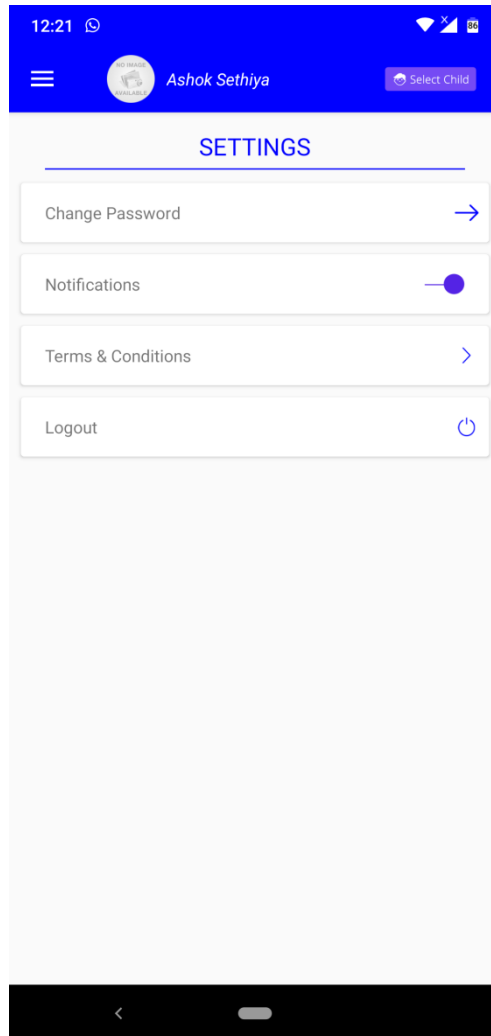


## Changing the password

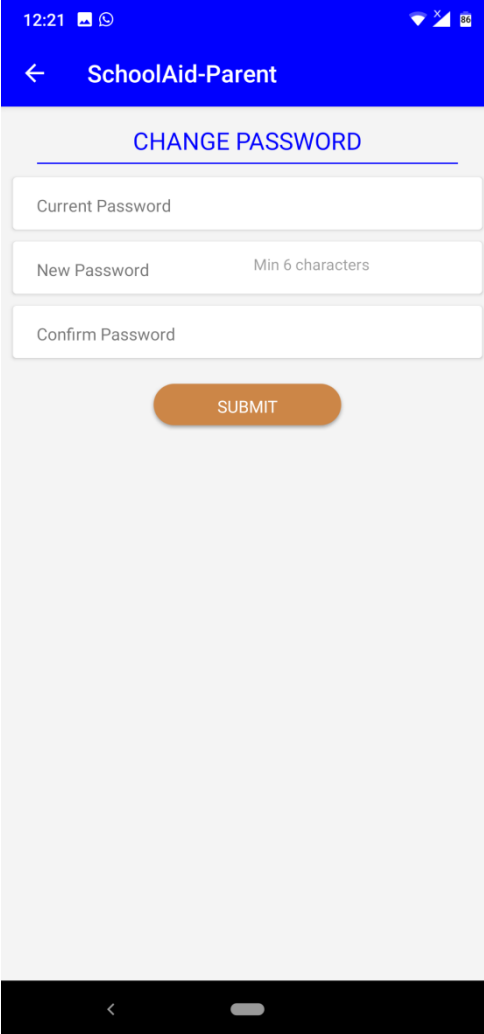
- Swipe right from the left corner of the screen or click on the menu options button on the top left corner. The menu options will appear.
- Go to Settings.



➤ Click on Change Password.



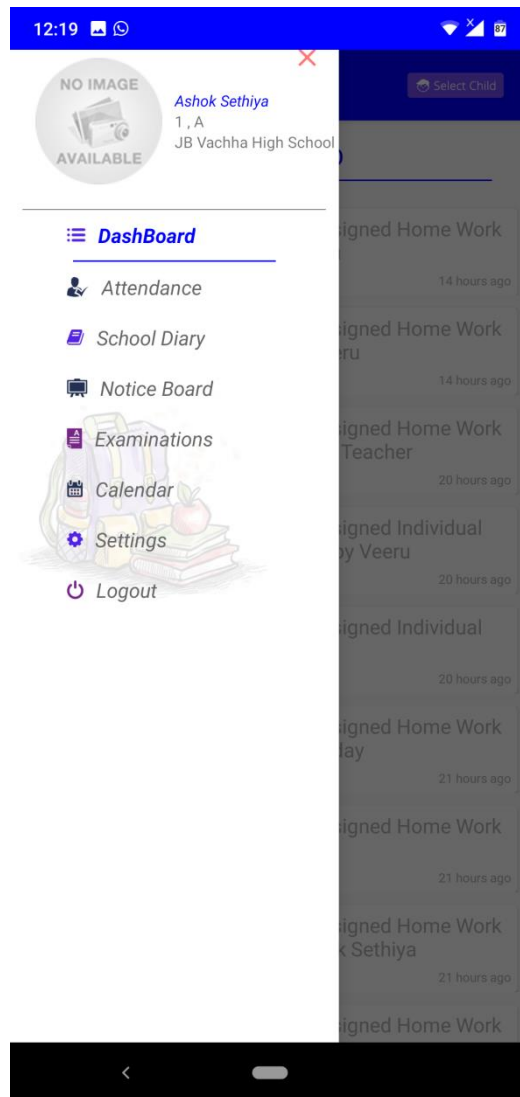
- Enter your current password, new password and the new password one more time for confirmation in the respective fields.



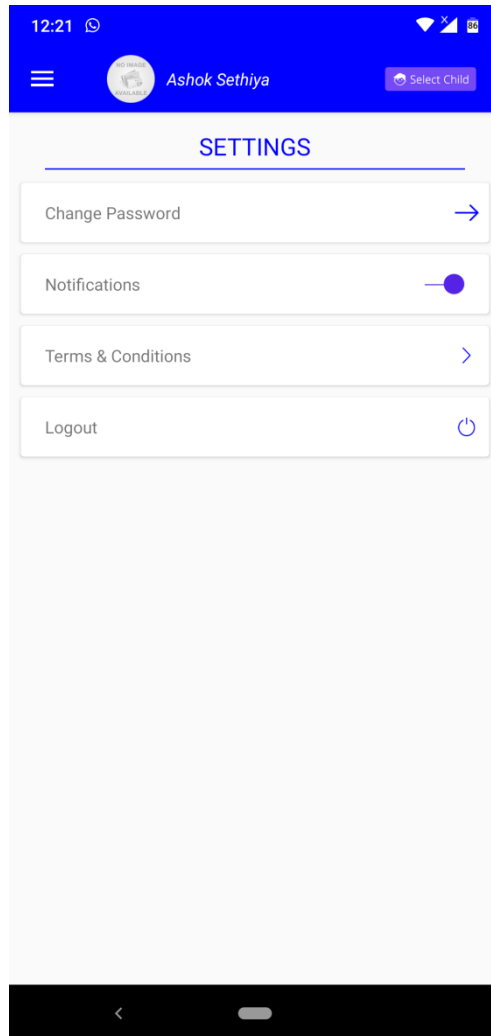
- Your password should have minimum 6 characters.
- Click on Submit button. Your password will be changed.

## Logout

- Swipe right from the left corner of the screen or click on the menu options button on the top left corner. The menu options will appear.
- Go to Settings.

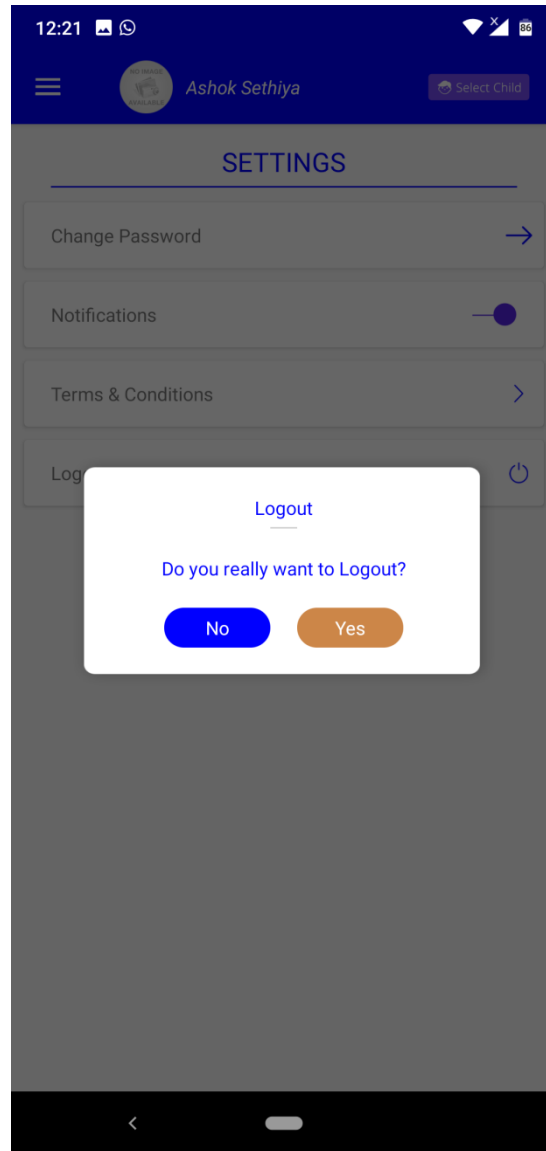


➤ Click on logout.

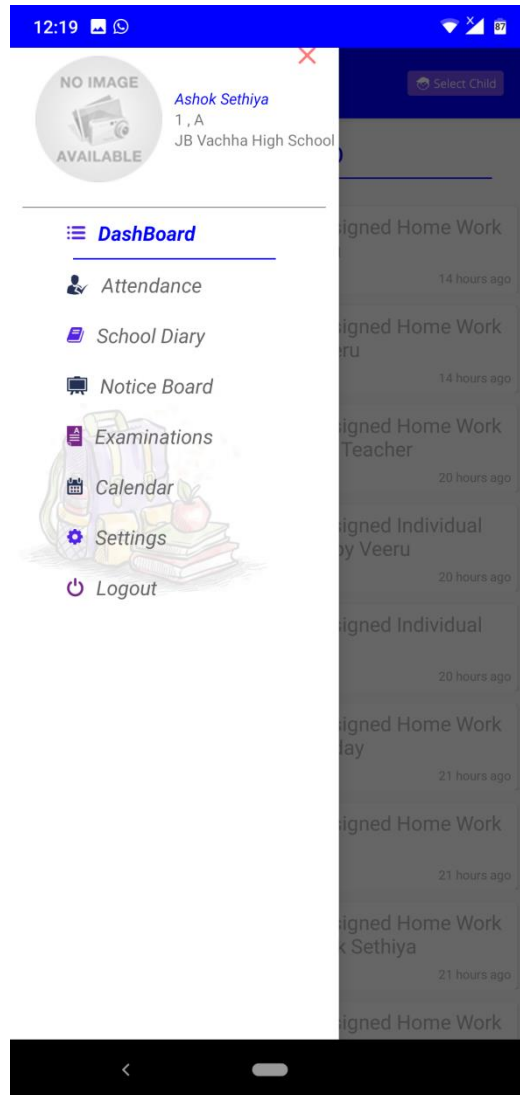




➤ Click on Yes.



➤ You can also click on Logout in the menu options.



➤ Then click Yes.

