

Daymap Connect (Parent Portal) - User Guide



Daymap Connect is an extension of the Daymap Learning Management System. It is a Parent Portal and combines communication and student management, by providing parents with access to key school and student information on their child's learning behaviour, progress and performance.

Accessing Daymap Connect

Daymap Connect can be accessed using a login and password per parent. The easy-to-use system allows parents to create and manage their own accounts for Daymap Connect and enables them to access details for all of their children enrolled in the school, anywhere and anytime.

The Daymap Connect log in screen is shown below. This can be found by using the URL address that the school has provided. (daymap.clarehs.sa.edu.au/DaymapConnect)



Welcome to the Clare High School Daymap Portal

Username:

Password:

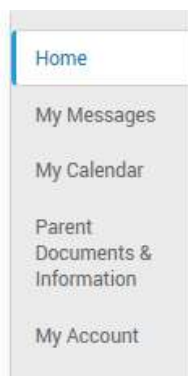
[Forgot your password?](#)

[New User?](#)

Remember me

For the first connection, parents will also need to know the Student ID number for their child (only one Student ID is required to connect if multiple students are enrolled). For help in making the initial connection, review the document [Daymap Parent Portal – Activating a Parent Account](#) which is available on the school website.

Daymap Connect



Daymap Connect is navigated via the tabs on the left side of the window to view messages, a calendar of events, school notices and account details.

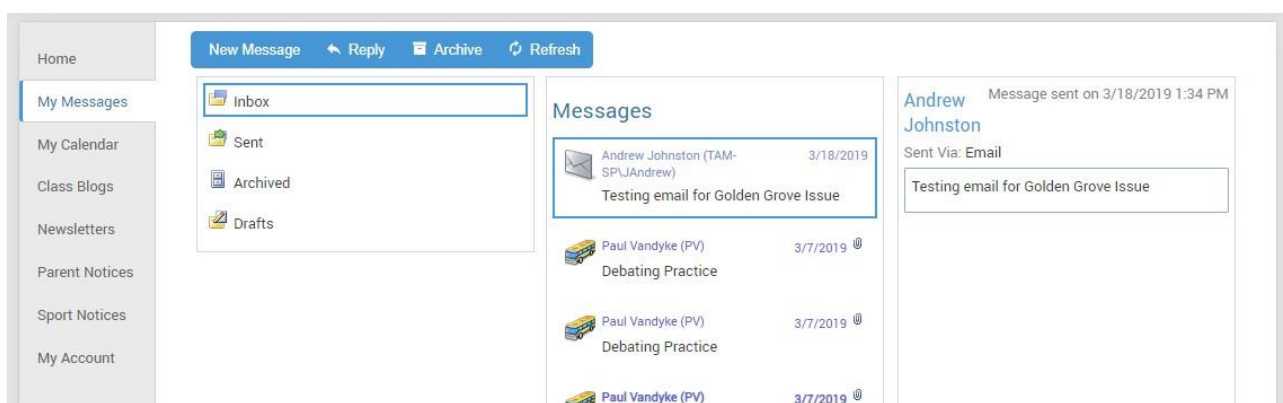
Schools can customise which tabs are used; therefore, your parent portal may not look exactly like some of the images on subsequent pages. (The image on the immediate left is accurate for Clare HS).

Home Tab

This is the main page of the Parent Portal. On this page you will see recent messages and upcoming events. Click on a student photo to access information specific to each student.

My Messages

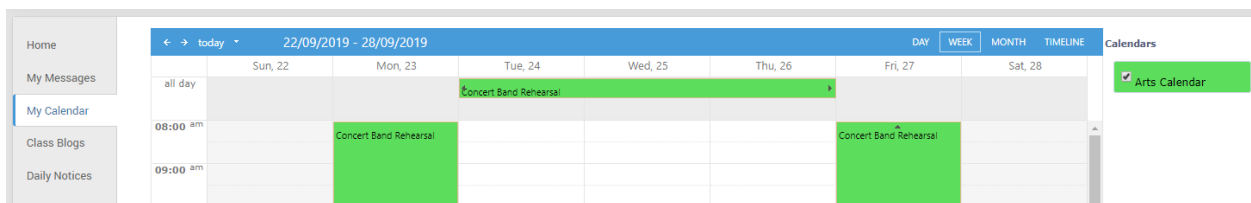
This shows all messages received and sent from the parent portal. This enables you to easily contact teachers about any issues of importance: excursions, reminders, personal matters etc. This is a fantastic tool to keep you up to date and aware of what's happening in your child's classroom. Click *New Message* to start – parents are only able to write to teachers (not other parents or students). To keep on top of things, any message that has been resolved or is no longer relevant can be archived. Select the appropriate message and then click *archive*. Archived messages are still maintained on the database should they need to be referred to later.



My Calendar

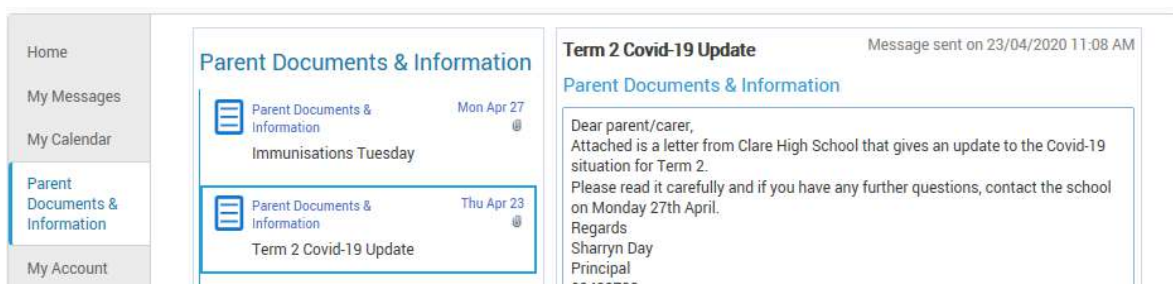
This provides an overview of events for the year, such as upcoming school holidays, excursions and parent teacher interviews. The Calendar can be viewed by Day, Week, Month or Timeline.

At this point in time, this calendar is not being fully utilised. A full calendar of CHS events can be located in the school's newsletter (accessible via the school website).



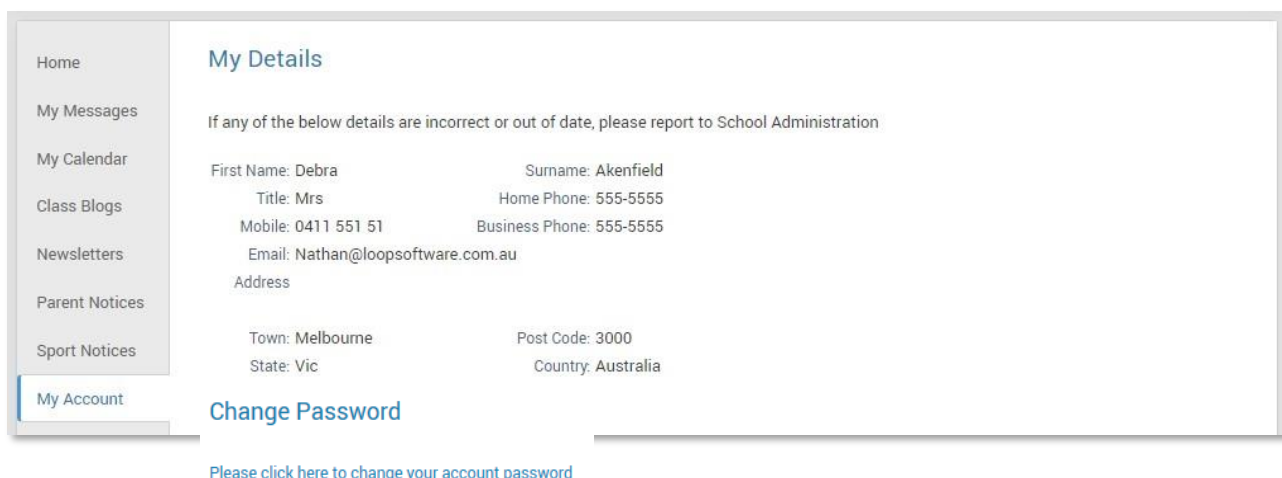
Parent Notices

The *Parent Documents and Information* tab contains school notices specific to parents. We can create Parent Notice folders to meet our needs – in future you may see more tabs for viewing information sent by the school. These notices often contain attachments and are for information only, they can not be replied to.



My Account

This shows all of your relevant contact details. If you want to update your password from the one supplied automatically on your first connection, you can do so on this tab.



Student Profile

From the Daymap Connect home tab, you can click on any of your children's names to view their student profile which provides more detailed information on their attendance, assessment and details. This assists you to keep track of your child's progress at school.

Home

The Home Tab displays a snapshot of student activity tasks and homework and any upcoming events. Student Activity is listed in chronological order. All tasks and homework are shown with the set and due date. Upcoming events displays your child's timetable for the upcoming week. On the right, underneath *Tasks and Homework*, your child's daily timetable is listed along with any lesson notes and attachments.

The screenshot shows the 'Home' tab for student Samantha Akenfield. At the top, there is a profile picture and a summary of key statistics: Attendance Rate (Lesson) % at 79, Attendance (By Day) % at 93, Unapproved Absence Rate % at 6.2, Tasks Submitted On Time % at 18, and Sign in/Out at 105. Below this, a left-hand navigation menu includes Home, Calendar, This Week, Attendance, Assessment, and Reports. The main content area is divided into 'Student Activity' and 'Tasks and Homework'. Under 'Student Activity', there are two entries: 'Week 14 Term 1 2019 starting Monday, April 1, 2019' with a 'Report' icon and '2019 Term 1 Report.docx' due 4/4/2019, and 'Week 10 Term 1 2019 starting Monday, March 4, 2019' with a 'Record' icon and 'Excursion Attended' on 3/7/2019. Under 'Tasks and Homework', there are two tasks: 'Summative Task Time Travel Narrative' due 5/31/2019 and 'Summative Task Daymap Test - URL Upload' due 5/31/2019. Both tasks show 'Work has not been received'.

Calendar

This shows a weekly calendar view of the student timetable and any additional events (this may include excursions or whole school activities). Use the checkboxes on the right to filter the items you view when looking at the calendar. The buttons on top of the calendar allow you to change your view from week to month or day.

The screenshot shows the 'Calendar' tab for student Samantha Akenfield. It displays a weekly view for the period from Sunday, 26/05/2019 to Saturday, 1/06/2019. The calendar grid shows several 'training task' events on Sunday, Monday, and Tuesday. On the right side, there is a 'Calendars' panel with checkboxes for 'Tasks' (checked) and 'Class Lessons' (unchecked). The top navigation menu is the same as in the Home tab screenshot.

This Week

This shows your child's timetable and attendance for the week at a glance and in real time. This tab also displays any Assessment Tasks and Homework for the week. Clicking on the homework or task will allow you to view all information and any attachments added.

Home

Calendar

This Week

Attendance

Assessment

Reports

Records

My Account

Sign Out

Week starting on: 26/05/2019

< Previous > Next

Time	Mon 27/5	Tue 28/5	Wed 29/5	Thu 30/5	Fri 31/5
Before School	Before School				
Home Group					
Period 1	Religious Ed'n.D	Graphic Art	EnglishG	Graphic Art	MathsH
Period 2	EnglishG	Graphic Art		Religious Ed'n.D	Phys. Ed.
Recess	Recess				
Period 3	HistoryS	EnglishG		HistoryS	Religious Ed'n.D
Period 4	MathsH	MathsH	Religious Ed'n.D	EnglishG	Science
Lunch	Phys. Ed.	Phys. Ed.	MathsH	MathsH	
Period 5	FrenchE	EnglishG	HistoryS	Phys. Ed.	HistoryS
Period 6	Graphic Art	FrenchE	Science	Science	EnglishG
After School					

Symbols:
 ✓ Marked as present ✕ Marked as absent, approved ✕ Marked as absent, unapproved L Marked as late ⚪ Roll has not been marked

Attendance

This displays a colour coded Attendance Map, as well as Attendance Rates for the student for each individual class across the school year. Clicking on a particular class under Attendance Rates will show you the reason for the absence.

Home

Calendar

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Attendance Map

	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
January		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
February						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28		
March						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28		
April		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				
May			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
June						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28		
July		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
August			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
September 1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						
October	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				

Attendance Map Legend
 Present (Green) Unapproved Absence (Red) No Classes (Grey) Weekend / Holiday (Light Blue) Approved Absence (Yellow) Late (Orange) Roll not marked (Light Blue)

Attendance Rates

Class	Code	Teacher	Lessons	Approved	Unapproved	Cancelled	% Attendance	% Unapproved
Computers 7WW	C7W 7W	Paul Vandyke	1	0	0	0	100%	0%
EnglishG	ENG 7R	Andrew Johnston	171	8	5	0	92%	3%
FrenchE	FRE 7R	Chris Donnelly	58	5	1	0	90%	2%

Assessment

This provides an overview of your child's assessment. You will see subtabs for results, current tasks, the assessment schedule and course outlines. This information can be filtered by using the options at the top of each tab.

Results

This tab lists all results that have been returned to the student. Results can be viewed by class or for all classes – changes can be made by applying the filters. Each task can be opened to view teacher feedback and student submitted work. These results are also published in the student's view of Daymap.

Click for filtering options

Task	Type	Weighting	Grade	Mark
Common Assessment Task: Letter to Your Teacher	Assignment	0	C	

Teacher Comment Here

Current

This tab shows current assessment information (where the due date is in the future or teacher has not yet published the results). Clicking on a task will allow you to see all relevant information and attachments.

Samantha AKENFIELD

79 Attendance Rate (Lesson) %

93 Attendance (By Day) %

6.2 Unapproved Absence Rate %

18 Tasks Submitted On Time %

185 Sign In/Out

Current

All Classes

Assessment Tasks

Summative Task Science 5/29/2019 Set on Wed 29 May and due on Wed 29 May Overdue. Work has not been received

Formative Task Computers 7WW TEST Set on Sat 18 May and due on Sat 18 May

Schedule

This tab shows all assessment tasks scheduled throughout the year. This can be viewed by class or for all classes (changes can be made using the drop menu above the calendar). Hover the cursor over the tasks for more information. Clicking on an assessment task will open that assessment tasks information.

Outline

This tab shows a subject outline for each subject your child is studying and will be made visible within the first couple of weeks of each semester. Each learning area at Clare HS produces this information using a format that works best for them to be able to transfer the required curriculum information.

Reports

The reports tab allows you to download and view academic reports for your child. At Clare HS, this tab is used only to display informal reports, such as progress reports. Reports for the End of Semester and End of Year are formal and are still printed for families as they require signatures from school staff.

My Account

This provides your contact details, the same as when in this section before entering a student's profile.

Going back to the Parents Page

To get back to the parent's home page, click on the **Home** button. Once finished, click **Sign Out**.