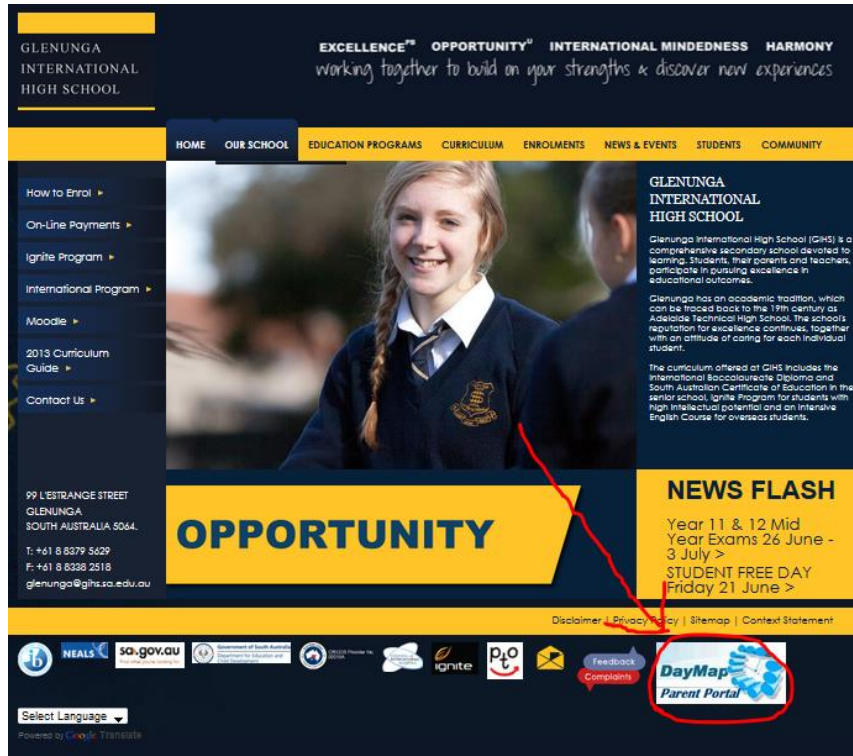


GIHS Parent Portal User Guide

Accessing the Portal

In your internet browser, navigate to this address: <http://gihs.sa.edu.au>

You should see the GIHS homepage:



Scroll down the page until you see the 'DayMap Parent Portal' link at the bottom right. Click it. You will see the following:

Name:

Password:

[Forgot your password?](#)

[New User?](#)

☐ Save my login details and password on this computer

If you're a new user, click 'New user?' and continue following these instructions. If you have previously logged in to the Parent Portal, skip the rest of this section.

To create a Parent Portal account, fill out your email address (the one you use most often) and one of your children's 6-digit student codes (they should know this; it's written on their student ID card):

Enter the email address you have registered with the school along with a matching valid student code and a new password will be emailed to you

Your Email Address:

Student Code:

You should receive an email (at the address you entered) with instructions on how to log in, as well as your username and password. Return to the login window, fill in the details and click 'Sign in'.

Name:

Password:

[Forgot your password?](#)

[New User?](#)

☐ **Save my login details and password on this computer**

If the page says 'Username or Password incorrect' click the 'Forgot your password?' link, and follow the instructions there. You will be emailed a new username and password.

If the username and password were correct, you will be presented with the following screen:

The screenshot shows the DayMap Parent Portal interface. At the top right is the DayMap Parent Portal logo. Below it is a navigation bar with tabs: Timetable (selected), Attendance, and Results. A 'My Account' link is on the far right. Below the tabs is a section for 'Week starting on: 17/06/2013' with 'Previous' and 'Next' buttons. The main area is a timetable table with columns for days of the week (Mon 17/6, Tue 18/6, Wed 19/6, Thu 20/6, Fri 21/6) and rows for lessons and activities. The first row shows 'Home Group (Wed)' and 'Home Group 11061 U25 KKE1'. Subsequent rows show lessons with checkmarks indicating attendance status. A legend at the bottom explains the symbols: a checkmark for 'Marked as present', a blue X for 'Marked as absent, approved', a red X for 'Marked as absent, unapproved', a red L for 'Marked as late', and a blue circle with a dot for 'Roll has not been marked'.

At the very top left of the screen, you should see your name. Below this is a menu that allows you to select the child you want to see information about (only applies if you have multiple children at Glenunga).

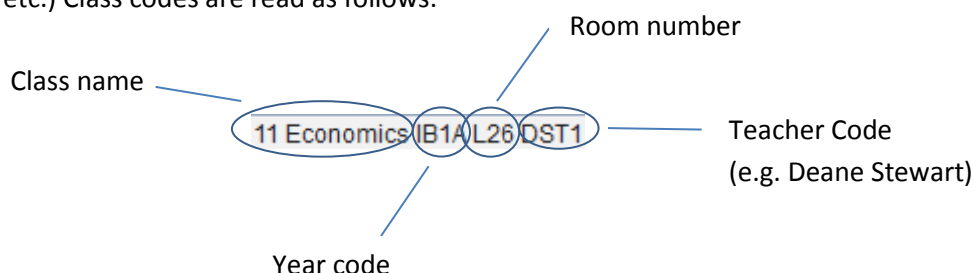
Directly below this you will see a number of tabs. The usage of these will be described in the following sections.

The Timetable tab

Under the timetable tab, you're able to see a timetable of your child's week (see picture above). At the top of this pane are buttons to navigate between weeks:

Week starting on:

You are able to see all of your student's classes for the week, as well as their attendance record for a particular class (if they are late, absent etc.) Class codes are read as follows:



| Assessment Tasks | | | | | |
|------------------|-----------------|------|------------|------------|--|
| ID | Task | Type | Set | Due | Status |
| 8083 | 11 French B IB1 | Test | 23/05/2013 | 23/05/2013 | Work has not been received yet. Overdue. Was due on 23/05/2013 |
| 8246 | 11 Maths SL1A | Test | 30/05/2013 | 30/05/2013 | Results published at 6/06/2013 3:34 PM |

| Homework | |
|----------------------|--|
| Monday, 17 June 2013 | |
| 11 Maths SL1A | <p>Book: Mathematics IB-SL 3rd Edition</p> <p>Week 8: Mon: Revision Tue: Thu:</p> <p>Week 7:</p> |
| 11 French B IB1 | <p>1- Read your notes on 'Le Discours de Rio' and revise the vocabulary learnt in class.</p> |
| 11 English A IB1B | <p>Antigone - the sheet on comparisons and underlining all the handouts so that we can have a vibrant final discussion tomorrow.</p> |

The Attendance tab

Attendance Map

Attendance Map Legend

- Present (Green)
- Unapproved Absence (Red)
- No Classes (White)
- Weekend / Holiday (Light Gray)
- Approved Absence (Yellow)
- Late (Light Blue)
- Roll not marked (Light Blue)

| Attendance Rates | | | | | | | |
|-------------------|--------------|----------------|------------------|------------|--------------|--------------|-----------|
| Class | Code | Teacher | Lessons Approved | Unapproved | % Attendance | % Unapproved | |
| 11 English A IB1B | 1EA1B 11 | Ann LEWIS | 50 | 10 | 1 | 78% | 2% |
| 11 Economics IB1A | 1EC1A 11 | Deane STEWART | 50 | 14 | 2 | 68% | 4% |
| 11 French B IB1 | 1FR11 11 | Viviane LAIGLE | 49 | 10 | 4 | 71% | 8% |
| 11 Geography IB1 | 1GG11 11 | Paul RIDGE | 50 | 7 | 1 | 84% | 2% |
| Home Group 11061 | 1HG11061 11 | Kathy KEECH | 50 | 5 | 8 | 74% | 16% |
| 11 Maths SL1 | 1MSL1 11 | Casper BUISMAN | 17 | 2 | 1 | 82% | 6% |
| 11 Maths SL1A | 1MSL1A 11 | Casper BUISMAN | 33 | 10 | 1 | 67% | 3% |
| 11 Physics IB1B | 1PH1B 11 | Shane ROWETT | 51 | 10 | 1 | 78% | 2% |
| Program X 11061 | 1PRX11061 11 | Kathy KEECH | 31 | 9 | 2 | 65% | 6% |
| TOTAL | | | 381 | 77 | 21 | 74% | 6% |

The Results tab

The Results tab is a real-time grade book, showing your child's grades on individual assignments:

☒ Gradebook
 ☐ Outcome Based

Interim Report

Published Assessment Results

11 Economics IB1A (1EC11A 11)

| Task | Type | Weighting | Comments | Grade | Mark |
|-------------------------------|------------|-----------|----------|-------|-------------------------------------|
| Eco Foundations tests 1a & 1b | Test | 10 | | 5 | 79/100 |
| The law of demand activity | Assignment | 5 | | 7 | 25/25 |
| Linear S&D equations | Assignment | 10 | | 5 | 65/80 |
| Elasticity Assignment | Assignment | 5 | | A+ | 38/40 |
| CircularFlowTest | Test | 5 | | 5 | 58/70 |
| | | | | | Weighted total for 1EC11A 11: 85.5% |

For a particular class, you can see the weighting and grade for each assessment task.

The 'My account' tab

This tab is at the far right of the window. It allows you to review the information linked to your Parent Portal account:

My Details

If any of the below details are incorrect or out of date, please contact administration.

| | | | |
|--------------------|--|------------------------|--|
| First Name: | | Surname: | |
| Title: | | Home Phone: | |
| Mobile: | | Business Phone: | |
| Email: | | | |
| Address: | | | |
| Town: | | PostCode: | |
| State: SA | | Country: | |

Change Password

Please click [here](#) to change your account password

Below this is a link to change your password.