

ParentVUE 2.0 User Guide



The Edupoint software and any form of supporting documentation are proprietary and confidential. Unauthorized reproduction or distribution of the software and any form of supporting documentation is strictly prohibited and may result in severe civil and criminal penalties.

Information in this document is provided in connection with Edupoint Educational Systems, LLC. products. No license to any intellectual property rights is granted by this document.

The screens, procedural steps, and sample reports in this manual may be slightly different from the actual software due to modifications in the software based on state requirements and/or school district customization.

The data in this document may include the names of individuals, schools, school districts, companies, brands, and products. Any similarities to actual names and data are entirely coincidental.

Copyright © 2018-2020 Edupoint Educational Systems, LLC.

Edupoint, Synergy Student Information System, Synergy Special Education, Synergy Assessment, TeacherVUE, LessonVUE, StudentVUE, and ParentVUE are registered trademarks of Edupoint Educational Systems. Inspect is a registered trademark of Key Data Systems. Google and the Google logo are registered trademarks of Google Inc. Apple and iPad Pro are trademarks of Apple Inc. Microsoft and OneDrive are trademarks of the Microsoft group of companies.

Other names and brands may be claimed as the property of others.

About This Manual

Edupoint Educational Systems, LLC. develops software with multiple release dates for the software and related documentation. The documentation is released in multiple volumes to meet this commitment.

This document serves as a reference for Edupoint's recommendations and Best Practices for Synergy processes. Due to the complex nature and myriad configurations possible within the Synergy software, it is not feasible to include every possible scenario within this guide.

Conventions Used in This Manual

- **Bold** indicates user interactions such as a button or field on the screen.
- *Italics* indicate the option to select or text to enter.
- Notes, Tips, References, and Cautions display in the margin to provide additional information.



Notes provide additional information about the subject.



Tips suggest advanced options or other ways of approaching the subject.



References list another source of information, such as another manual or website.



Cautions warn of potential problems. Take special care when reading these sections.

Table of Contents

- About This Manual..... 3
- Conventions Used in This Manual..... 3
- Table of Contents 4

- Chapter 1: Overview..... 6**
- Overview..... 6
- ParentVUE 6
- Managing Account Information..... 9
- Logging In to ParentVUE 9
- Managing Your Account 14

- Chapter 2: Student Information 16**
- Managing Student Info 17
- Viewing School Information 20
- Viewing Health Information 20
- Viewing Course History Information 21

- Chapter 3: Classroom Information 24**
- Viewing Attendance Information 25
- Viewing Report Cards 27
- Viewing Test History 28

- Chapter 4: Communication 29**
- Viewing Messages or Alerts with Synergy Mail 30
- Sending Emails to Teachers 30
- Using Synergy Mail 31
- Communications in ParentVUE 33
- Viewing Custom Tabs 34

- Chapter 5: ParentVUE Mobile Apps 35**
- Overview 36
- Hardware and Software Requirements 36
- Device Setup 36
- Enabling Notifications..... 40
- Logging In..... 42

Account Activation	43
Editing Your Account Information	43
Viewing Information	51
Student List	52
Navigation	55
Viewing Student Information	60
Student Info	60
School Information	62
Health	64
Report Card	65
Viewing Classroom Information	67
Attendance	67
Synergy Mail	69
Acknowledgements	69
Viewing Custom Tabs	76

Chapter 1: Overview

Overview.....	6
Managing Account Information.....	9
Logging In to ParentVUE.....	9
Managing Your Account.....	14

Overview

Parents and students access ParentVUE using a web browser. A user name and password provide secure access.


ParentVUE

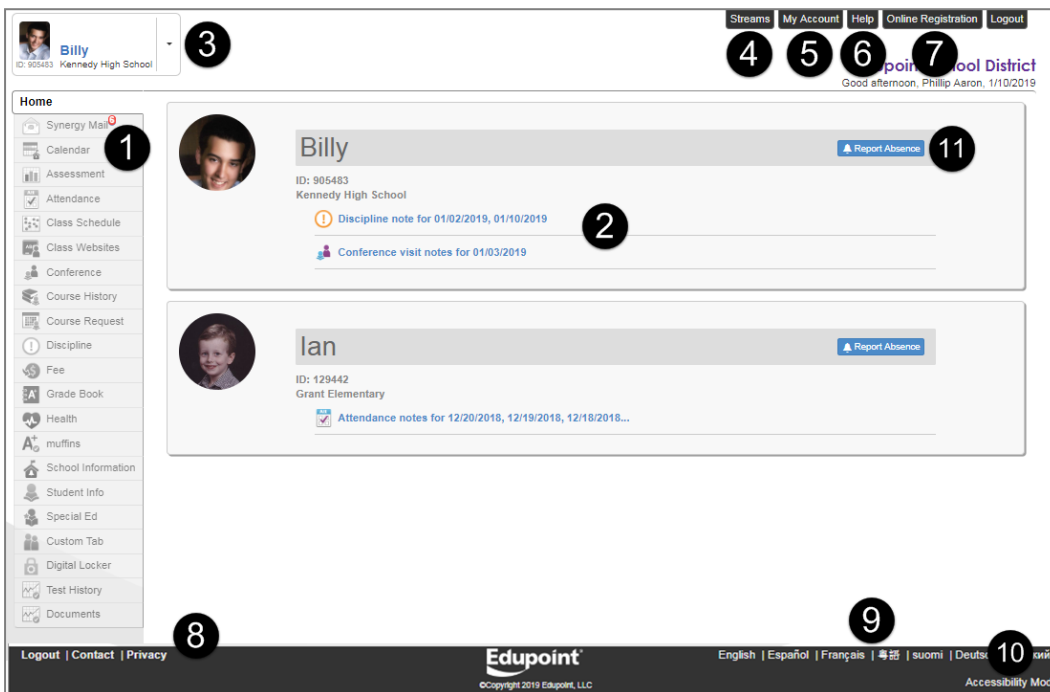
ParentVUE offers a single sign-on to view school information for all of the siblings, regardless of the grade level or school of attendance. You log in once to see all of your children's school information.

ParentVUE offers access to the student and classroom information and different types of communication from the school or district for each child. Parents see their children's information only and cannot see other students' information.

ParentVUE Home Screen

Parents see the **Home** tab of the ParentVUE portal after logging on to the web portal or activating an account.

 An [Acknowledgment](#) displays before the Home screen, if available.



ParentVUE 2.0 Home Screen

1. The Navigation bar contains links to display records for the selected child.
2. Recent Events includes grading period dates, conference events, discipline events, school events, attendance notes, and nurse log notes. Click a link for more detailed information.
3. Parents use the focus menu to select from the children actively enrolled in the district.
4. The **Streams** feature is not available to DMUSD families.

5. The **My Account** tab accesses the parent's account information.

Name	User ID	Home Address	Mail Address	Phone Numbers
Phillip Aaron	ppaaron	1979 S Val Vista Dr Mesa, AZ 85204	Same as Home Address	* Cell: 480-555-6767 * Home: 602-555-0416 Work: 602-333-4874 * * Indicates primary contact phone

Adult ID

Editable Personal Information: The following information is editable - please contact school office staff to change secured personal information. Click the Update Account button to save any changes.


First Name	<input type="text" value="Phillip"/>
Last Name	<input type="text" value="Aaron"/>

6. *ParentVUE Account Information Screen*

7. The **Help** tab directs you to the Help screen, which contains information provided by the district.
8. The **Online Registration** tab opens Online Registration, if available.

All screens contain **Logout**, **Contact**, and **Privacy** links.

9. Parents can select a language at the bottom of the ParentVUE screen if the district supports multiple languages.



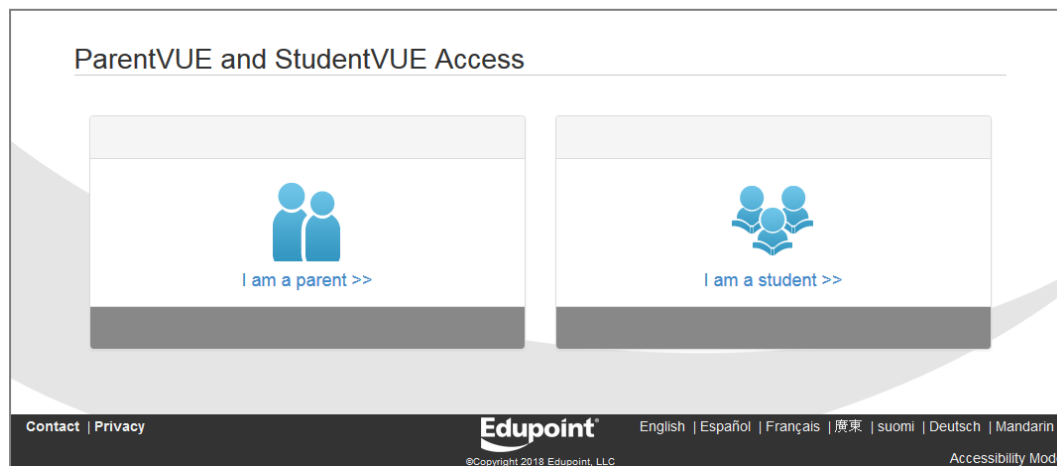
Changing the language at the bottom of the ParentVUE screen only changes the language on the interface. See [Managing Your Account](#) to change the language for email notifications.

10. Parents can enable Accessibility Mode, if needed.

Managing Account Information

Logging In to ParentVUE

1. Parents and students open the web address provided by the school district.



ParentVUE Access Screen

2. Select the preferred language at the bottom, if necessary. The screen default is English.
3. Select an option:
 - Parents – Click **I am a parent >>**. The ParentVUE Account Access screen opens.
 - Students – StudentVUE account access is not available for DMUSD students.
4. Log in to your account.
 - If you already have an account, enter the **User Name** and **Password**.
 - Click **Login**.

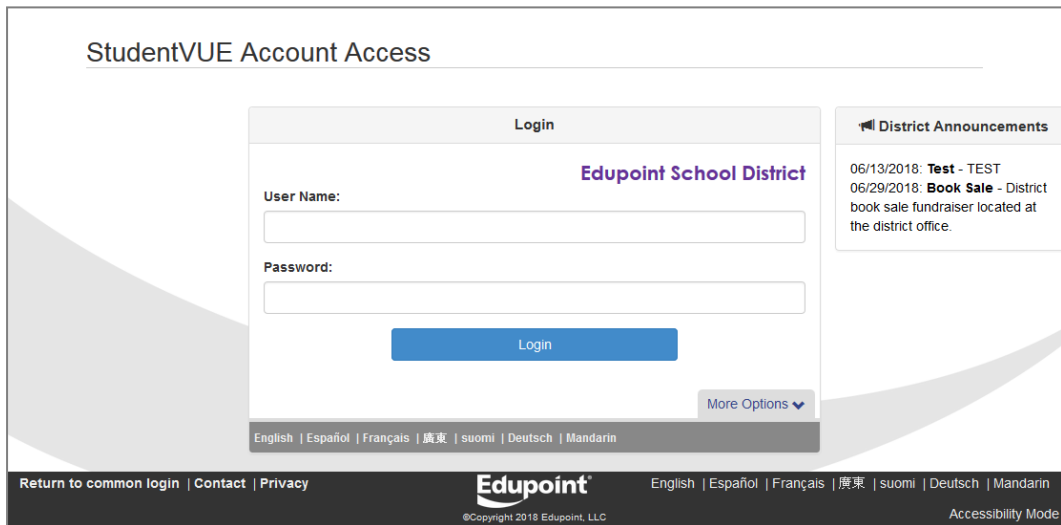


You might be required to change your password on your next log in. The new password must be at least six characters in length and cannot be the same as the current password.

If you forgot your password:



1. Click **Forgot your password? Click here.**
2. Enter the primary email address. A message is sent to that email address with the username and password information. Contact your school if you encounter any issues.




StudentVUE Account Access Screen

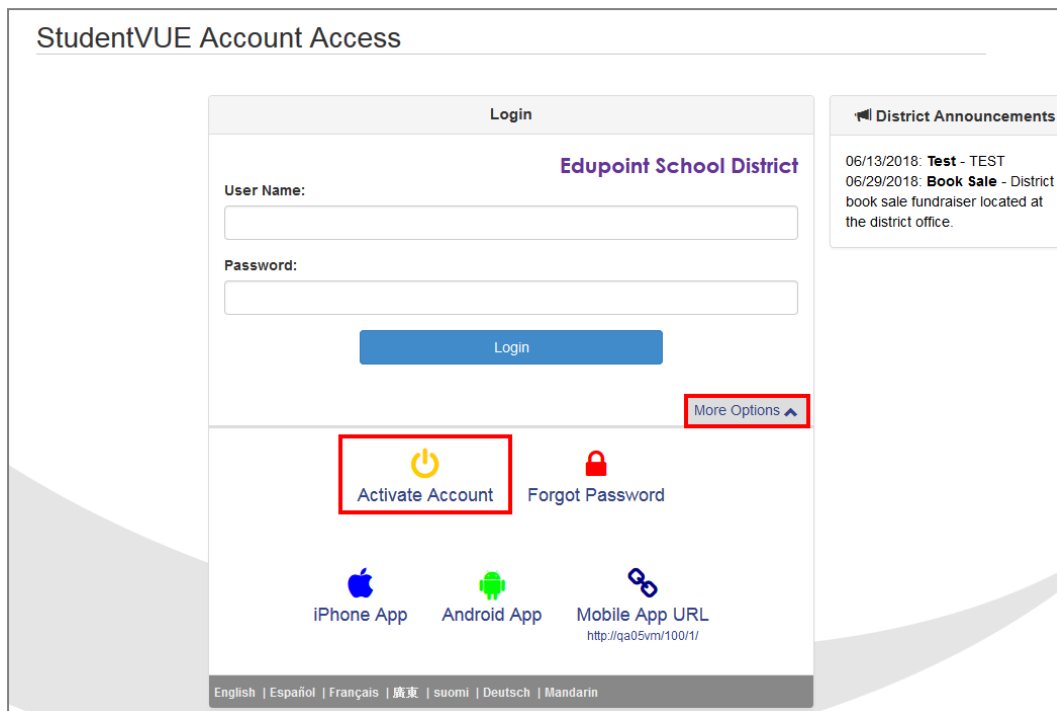
- If you have an activation key, see [Account Creation](#).

Account Creation Using Activation Keys

Use the following steps if your school district provided you with an activation key to create an account.

 Use these steps to create a ParentVUE account. You can also [complete these steps using the mobile version](#) of ParentVUE or StudentVUE.

1. Click **More Options**.
2. Click **Activate Account**.



3. Click **I Accept** after reading the Privacy Statement to agree to it.

Step 1 of 3: Privacy Statement

Read through the following Privacy Statement and click the Accept button to agree to the privacy agreement

Introduction
The site editor takes your right to privacy seriously, and wants you to feel comfortable using this web site. This privacy policy deals with personally-identifiable information (referred to as "data" below) that may be collected by this site. This policy does not apply to other entities that are not owned or controlled by the site editor, nor does it apply to persons that are not employees or agents of the site editor, or that are not under the site editor's control. Please take time to read this site's Terms of use.

1. Collection of data
Registration for an account on this site requires only a valid e-mail address and a user name that has not been chosen already. You are not required to provide any other information if you do not want to. Please be aware that the user name you choose, the e-mail address you provide and any other information you enter may render you personally identifiable, and may possibly be displayed on this web site intentionally (depending on choices you make during the registration process, or depending on the

Clicking I Accept means that you agree to the above Privacy Statement.

I Accept Return to login

StudentVUE Step 1 Of 3: Privacy Statement Screen

4. Enter the **First Name**, **Last Name**, and **Activation Key** as provided in the Activation Key Letter. The first name and last name must exactly match the information in the letter.
5. Click **Continue to Step 3**.

Step 2 of 3: Sign In with Activation Key

Please enter your first name, last name and the 7 character authentication key (provided to you by the district), to activate your StudentVUE account:

First Name


Last Name

Activation Key

Continue to Step 3

StudentVUE Step 2 Of 3: Sign In With Activation Key Screen

6. Enter the **User Name** that was provided or create a unique **User Name**.

 An error message displays if someone is already using the user name entered.

7. Enter a **Password** and re-enter it in **Confirm Password**.



The password must be a minimum of 6 characters in length and can consist of numbers and letters, but not special characters.
The password is case-sensitive.

- (Parents Only) Enter the **Primary E-Mail** address.
- Click **Complete Account Activation**.

Step 3 of 3: Choose user name and password

Welcome **Ralph A.** To complete your account activation you will need to create your username and password. Remember that passwords are case sensitive. Your password can consist of numbers and letters and must be a minimum of 6 characters in length.

User Name

Password

Confirm Password

Primary E-Mail

[Complete Account Activation](#)

StudentVUE Step 3 Of 3: Choose User Name And Password Screen

Forgot Your Password

- Click **More Options**.
- Click **Forgot Password**.

ParentVUE Account Access

Login

Edupoint School District

User Name:

Password:

[Login](#)

[More Options](#)

[Activate Account](#) [Forgot Password](#)

[iPhone App](#) [Android App](#) [Mobile App URL](#)
<http://localhost/az/>

English | Español | Français | 粵語 | suomi | Deutsch | русский

Login Screen

- Enter the primary email address. ParentVUE/StudentVUE sends a message to that email address with the username and password information and a link to change your password.
- Click **Send Email**.

Forgot Password Screen

5. Open the email.
6. Click the link to change your password.

Forgot Password Email Sample

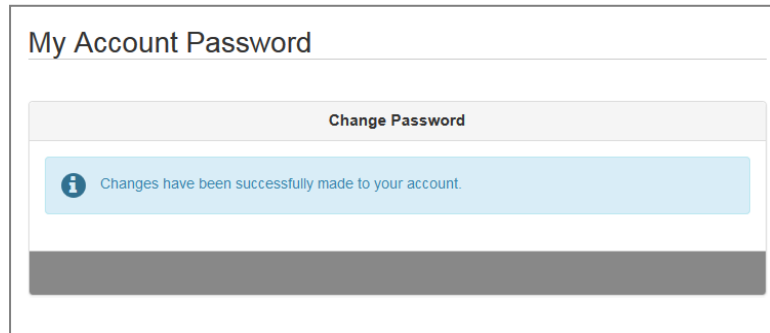
7. Enter the **First Name**, **Last Name**, **New Password**, and **Confirm New Password**.

Enter your name exactly as it displays on the account.

8. Click **Change Password**.

My Account Password Screen

A message indicating that the application made the changes successfully displays.



My Account Password Screen

Managing Your Account

The Account Information screen allows you to change your password, update email addresses, and view your login history. Parents can define which type of emails to receive, how often they want to receive them, and other information as the district permits.

ParentVUE Account Information

1. Select the **My Account** tab.
2. Make updates to your account as needed.
 - Click **Change Password** to change your password.
 - Decide which notifications to receive and how often in the Auto-Notify section.
 - Add or edit your email addresses.
 - Change your **First Name**, **Last Name**, **Employer**, and **Primary Language** if available on the screen.



Changing the **Primary Language** also changes the language of email notifications sent from ParentVUE.

- View Acknowledged Documents.

Account Information

Instructions: Modify your account information below and press Update Account to apply the changes. To change your password click here: [Change Password](#)

Account Detail and Options

Name Phillip Aaron	User ID ppaaron	Home Address 1979 S Val Vista Dr Mesa, AZ 85204	Mail Address <i>Same as Home Address</i>	Phone Numbers * Cell: 480-555-6767 * Home: 602-555-0416 Work: 602-333-4874 * * Indicates primary contact phone
-----------------------	--------------------	---	---	--

Adult ID

Editable Personal Information: The following information is editable - please contact school office staff to change secured personal information. Click the Update Account button to save any changes.

First Name	<input type="text" value="Phillip"/>
Last Name	<input type="text" value="Aaron"/>
Employer	<input type="text" value="Edupoint"/>
Primary Language	<input type="text" value="Spanish"/>

Auto Notify: Check the events below for which ParentVUE will e-mail information to you when an event occurs for any of your children.

Attendance Notify me when my child is tardy or misses a class

ParentVUE Account Information Screen

3. Select values for **Phone** and **Text**, as needed.

Phone Numbers									
Delete	Primary	Type	Phone	Extension	Contact	Listed	Phone	Text	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Mobile	206-111-1234		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	District Communication...	District Communication...	
<input type="checkbox"/>	<input type="checkbox"/>	Home	206-222-1234		<input type="checkbox"/>	<input checked="" type="checkbox"/>	School Communications	School Communications	
<input type="checkbox"/>	<input type="checkbox"/>	Work	206-333-1234		<input type="checkbox"/>	<input checked="" type="checkbox"/>	None	None	

ParentVUE My Account Screen

4. Click **Update Account**.

Chapter 2: Student Information

Managing Student Info	26
Viewing School Information	31
Viewing Health Information	32
Viewing Course History Information	34

Managing Student Info

The Student Info screen displays the student’s demographic information. The Student Info screen in ParentVUE also displays the emergency contact and physician information.

Parents can make changes to their child’s information if the district allows. They must notify the school of any changes to make if the district does not allow parents to make changes. Students cannot make changes.

STUDENT INFO

Edit Information

Notify the school of any demographic information changes: Allison Becker A.

Student Information

Student Information				
Student Name Billy C. Abbott, Jr.	Perm ID 905483	Gender Male	Grade 12	Home Address 1979 S Val Vista Dr Mesa, AZ 85204
Last Name Goes By	Nick Name Bill	Birth Date 03/15/2000	Email billy@mail.mail	
Phone 480-555-1214	Spoken to Student at Home Spanish	Track	School Name Hope High School	
Homeroom Teacher Kathy Jackson	Room Name 224	Counselor Name Wilson, Rob		

ParentVUE Student Info Screen

1. Click **Student Info** in the Navigation bar.
2. Click **Edit Information** to make changes to the student’s information, if enabled.

STUDENT INFO

Edit Information

Notify the school of any demographic information changes: Allison Becker A.

Student Information

Student Information				
Student Name Billy C. Abbott, Jr.	Perm ID 905483	Gender Male	Grade 12	Home Address 1979 S Val Vista Dr Mesa, AZ 85204
Last Name Goes By	Nick Name Bill	Birth Date 03/15/2000	Email billy@mail.mail	
Phone 480-555-1214	Spoken to Student at Home Spanish	Track	School Name Hope High School	
Homeroom Teacher Kathy Jackson	Room Name 224	Counselor Name Wilson, Rob		

ParentVUE Student Info Screen

Click the Email icon to send an email to notify the school of any demographic information changes.



STUDENT INFO

Edit Information

i Notify the school of any demographic information changes: Allison Becker A.

Student Information

Student Information				
Student Name Billy C. Abbott, Jr.	Perm ID 905463	Gender Male	Grade 12	Home Address 1979 S Val Vista Dr Mesa, AZ 85204
Last Name Goes By	Nick Name Bill	Birth Date 03/15/2000	Email billy@mail mail	

ParentVUE Student Info Screen

3. Edit the fields.

Good afternoon, Philip Aaron, 6/10/2016

STUDENT INFO

Save Changes
Cancel Changes

i Notify the school of any demographic information changes: Allison Becker A.

Provide Changes to Student Information

Student Info		
Description	Current Value	Changed Value
Last Name Goes By		<input style="width: 90%;" type="text"/>
Nick Name	Bill	<input style="width: 90%;" type="text" value="Bill"/>
Spoken to Student at Home	Spanish	<input style="width: 90%;" type="text" value="Spanish"/>

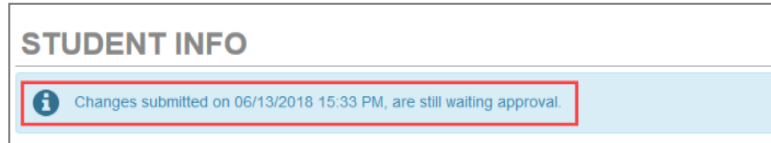
ParentVUE Student Info Screen

4. Click **Save Changes**.

The school staff must review and accept the change before the information updates.

The date of the Student Info update displays at the top of the screen.

Parents cannot submit further changes until the school staff accepts the pending changes.



Student Info Screen

Deleting an Emergency Contact Record

Selecting **Delete Record** displays a line in the Changes section on the Review PVUE Updates screen indicating an Emergency Contact was deleted.

1. Log in to ParentVUE.
2. Click **Student Info** in the Navigation bar.
3. Select **Edit Information**.
4. Locate a contact to delete in the Emergency Contacts section.
5. Select **Delete Record**.
6. Click **Save Changes**.

Emergency Contacts			
Record	Description	Current Value	Changed Value
1	Delete Record	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Name	Caren Roberts	<input type="text" value="Caren Roberts"/>
	Release To	<input type="checkbox"/>	<input type="checkbox"/>
	Relationship	Guardian	<input type="text" value="Guardian"/>
	Home Phone	480-922-3357	<input type="text" value="480-922-3357"/>
	Work Phone	480-111-2222	<input type="text" value="480-111-2222"/>

Student Info Screen

Viewing School Information

Click **School Information** in the Navigation bar to view a directory of the student's school.

Click the **Website URL** to go to the school's website.

Click the **Email** link in the School Staff Contact List to email a member of staff.

School Information		
Principal Rob Wilson	School Name Hope High School	Address 4301 E Guadalupe Rd Gilbert, AZ 85234
Phone 949-555-1212	Fax 949-555-1213	Website URL http://www.hopehigh.edu

School Staff Contact List			
Staff Name	Job Title	Phone	Extension
Aderson, Gordon	Teacher		
Andrews, Mark	Teacher		
Arthur A., Andrea	Teacher		

School Information Screen

Viewing Health Information

The Health screen lists the student's health conditions and immunization record.

1. Click **Health** in the Navigation bar.
2. Select the **Health Conditions** tab to view the Health Condition Summary. This displays the student's health conditions, such as asthma or allergies.

Health Condition Summary			
Start Date	End Date	Condition Code	Comment
05/30/2018	05/30/2018	Hearing	billy had Lasix eye surgery and no longer needs contacts
	05/30/2018	Vision	Wears contact lenses
		Medical Alert	OCCASIONAL ASTHMA, SCOLIOSIS, ADHD
		Medical Alert	ASTHMA
		Medical Alert	ADHD
		Peanut Allergy	

Health Summary Screen, Health Conditions Tab

3. Select the **Immunizations** tab to view the Immunization Summary. This displays a record indicating compliance and non-compliance for immunizations.

Name	Status as of 6/14/2018	Dosage Information					
		1	2	3	4	5	6
Polio	! Not Compliant						
Td	! Not Compliant						
DTP/DTaP/DT	! Not Compliant						
MMR	! Not Compliant						

Health Summary Screen, Immunizations Tab

Viewing Course History Information

The Course History screen displays all of a secondary student's courses, the grades received for all years and all schools, the cumulative GPA, and graduation ranking.


1. Click **Course History** in the Navigation bar.

Subject Area	Progress
Fine/Applied Arts	100.0%
English 9th Grade	0.0%
English Writing	25.0%
English Literature	0.0%
English Elective	0.0%
Mathematics	0.0%
Science Required	0.0%
American History	100%

YTD GPA: 1.81
UNWGT GPA: 2.14
YTD: 2.14







Course History Screen

- Click **Detail** to view additional detail for Graduation Status, Test Requirements, or Student Course History.



 The Graduation Status section provides detailed credit and test requirement information if appropriate to the student's school grade level.

This is the same information that displays on the student's transcript.

Graduation Status *Class of 2009* Detail:


Subject Area	Progress	Subject Area	Required	Completed	In Progress	Remaining
English Literature	100.0% 	English Literature	3.00	3.00	0.00	0.00
Mathematics	100.0% 	Mathematics	3.00	3.00	0.00	0.00
Science Required	100.0% 	Science Required	2.00	2.00	0.00	0.00
American History	100.0% 	American History	2.00	2.00	0.00	0.00
Government	100.0% 	Government	0.50	0.50	0.00	0.00
Electives	100.0% 	Electives	3.00	17.00	1.50	0.00

Test Requirements Detail:

 AIMS Reading 650 Approaches 03/19/2016	 AIMS Math 690 Meets 03/19/2016
---	---

Course History Screen

- Select **Detail** in the Student Course History section. Each course displays with the **Mark** earned, **Credit Attempted**, **Credit Completed**, and **Verified Credit**.

 The **Mark** column displays an indicator when a student withdraws from a course.

Student Course History Detail:

Grade: 08

Course Title (ID)	Mark	Credit Attempted	Credit Completed	Verified Credit
Edupoint High School Year: 2015 Term: S1				
EXPLORATORY TEEN LIVING 8 (HE8210)	A	0.00	0.00	
Edupoint High School Year: 2015 Term: YR				
ADVANCED ENGLISH 8 (LA1124)	A-	0.00	0.00	
ALGEBRA 1 HONORS (MA3220)	B	1.00	1.00	Mathematics
CORE SOCIAL STUDIES 8 (SO2106)	A	0.00	0.00	
EARTH SCIENCE (SC4210)	A-	1.00	1.00	Science
SPANISH I (FL5510)	B	1.00	1.00	
Edupoint High School Year: 2015 Term: S2				
TECHNOLOGY EDUCATION 8 (TE8483)	A	0.00	0.00	

Grade: 09

Course Title (ID)	Mark	Credit Attempted	Credit Completed	Verified Credit
Hope High School Year: 2016 Term: YR				
AP HUMAN GEOGRAPHY (SO2211)	C-	1.00	1.00	History

Student Course History Screen

4. Click **Unofficial Transcript** to see a PDF of the student's transcript.

Course History Screen

A message displays when a transcript is not currently available.

The screenshot shows the ParentVUE interface for a student named Ashley at Hope High School. The main content area is titled "Course History Screen" and displays "Graduation Status" and "Test Requirements" for AIMS Reading and AIMS Science. A yellow notice box is overlaid on the screen, stating: "Notice: The document is being built. Please try again in a few moments." The right sidebar shows the student's "Cumulative GPA" as 2.41 (Rank: 710 out of 1031) and "Unweighted GPA" as 2.00 (Rank: 626 out of 1030). The left sidebar contains navigation options like Synergy Mail, Calendar, and Course History.

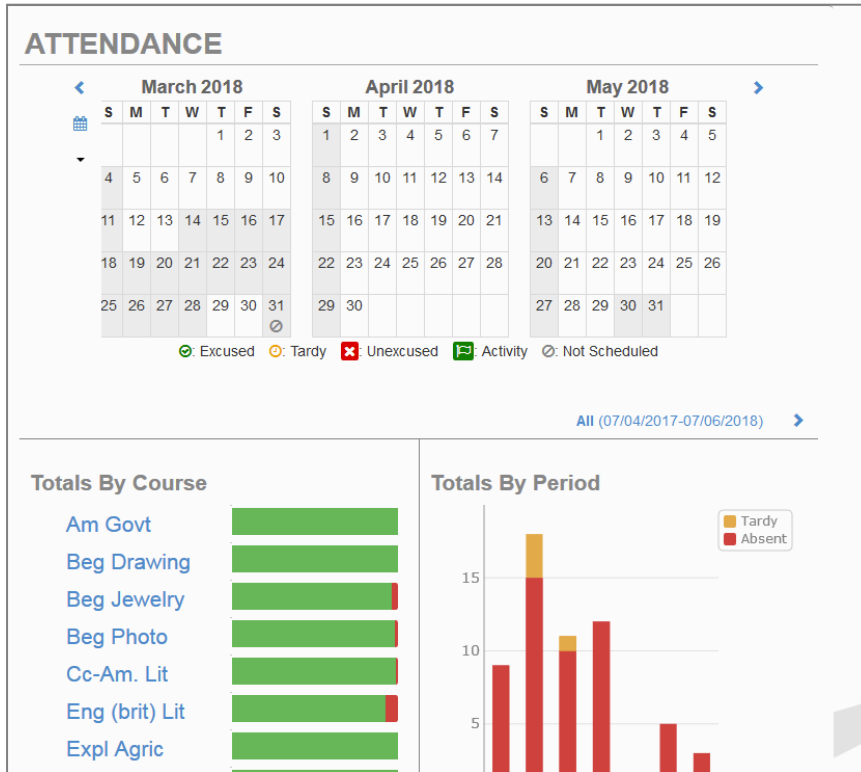
Chapter 3: Classroom Information

Viewing Attendance Information.....	40
Viewing Report Cards.....	48
Viewing Test History.....	58

Viewing Attendance Information

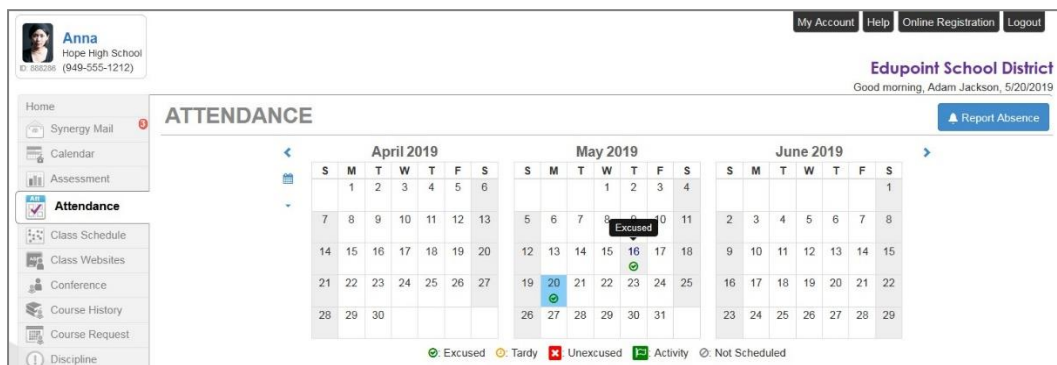
The Attendance screen displays the student's attendance records. Information displays in two main sections. The Attendance Calendar displays a visual record of absences for the student. The Totals By Course and Totals By Period sections display the attendance totals by course and period. You can also view the attendance total by days in the Days of Attendance section.

1. Click **Attendance** in the Navigation bar.




Attendance Screen

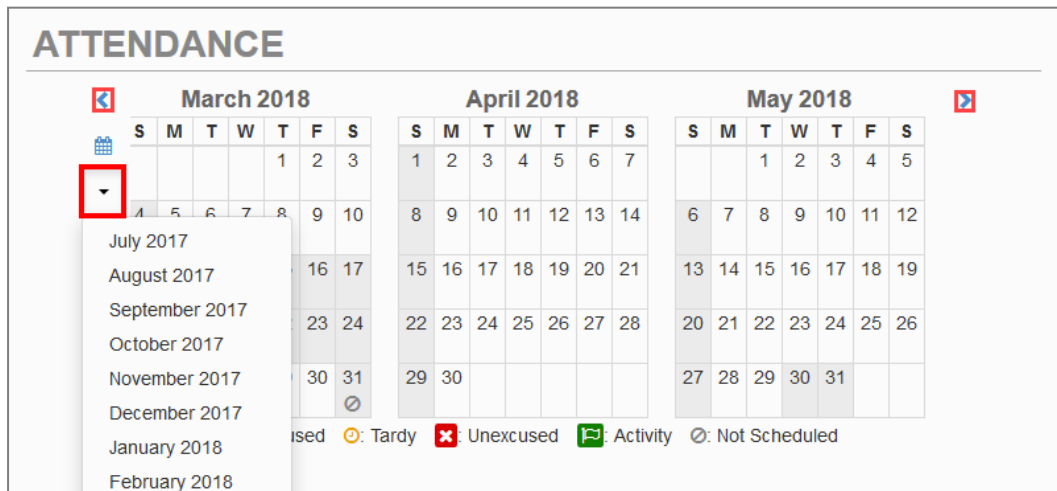
2. Hover over the Calendar Date to see the daily attendance code.



Attendance Screen

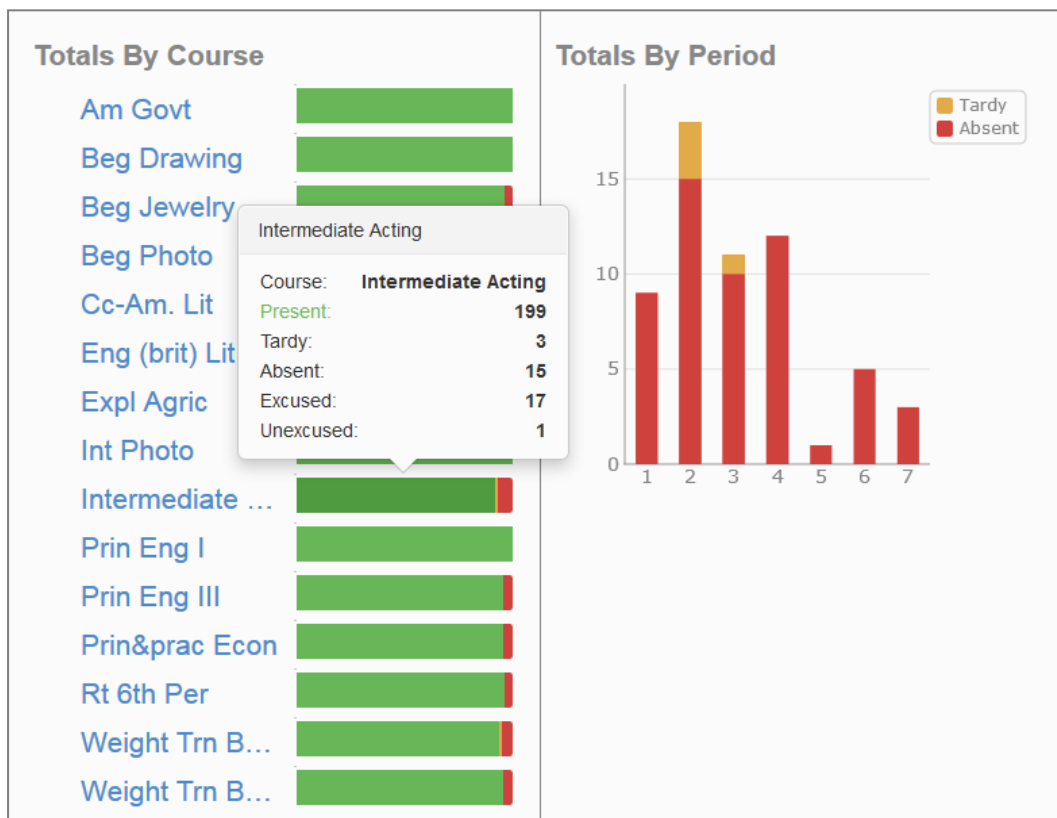
 The ParentVUE / StudentVUE calendar does not display future attendance.

3. Click the right or left arrows to scroll between months or click ▼ to select a month to view.



Attendance Screen

4. Hover over a course in the Totals by Course section to view the absence details.



Attendance Screen

5. Toggle **Detail** to *on* in the Days of Attendance section. The icons indicate the attendance information for that period and date.

Days of Attendance

Detail: on

✔: Excused
 ⌚: Tardy
 ✘: Unexcused
 📅: Activity
 🕒: Not Scheduled

Hope High School									
Date	Periods								
	1	2	3	4	5	6	7	8	9
02/20/2018									
02/16/2018									
02/15/2018									
02/12/2018	✔	✔	✔	✔					
02/09/2018						✔			
02/08/2018		✔		✔		✔			
02/07/2018									
02/06/2018				✔		✔			
02/05/2018	✔	✔	✔	✔					
02/01/2018		✔							
01/31/2018	✔		✔						
01/30/2018	✔	✔	✔						
01/29/2018	✔	✔	✔						
01/18/2018		✘		✘		✘			
01/17/2018	✔	✔	✔	✔		✔	✔		

7 15 30 < 1 2 3 >


Attendance Screen

Viewing Report Cards

1. Click **Report Card** in the Navigation bar to see grades for each term and progress periods.

Section-based report cards display the period, course title, room name, teacher, marks, conduct, citizenship, and work habits. A grade legend displays at the bottom of the screen.

Select **Click here to view report card for <<term/period>>** to print the report card for the current term or period.



[My Account](#) [Help](#) [Close](#)

Edupoint School District
Good morning, Billy Abbott, 8/2/2019

Report Card

Student Grades **1st Quarter** | Progress Qtr 2 | Second Quarter | Third Quarter | 4th Quarter

i A PDF report card is not available for First Quarter

CUR GPA
5.00

Student Grades for First Quarter (ending on 10/25/2019)

Period	Course Title	Room Name	Teacher	Marks
1-2	Academic Decath (AD86W)		mark adams	A+

Grade Legend

A+	
A	Outstanding

Report Card Screen

Standards-based report cards display the standard and the associated mark. These are typically used in elementary schools.

REPORT CARD		
Student Grades for 2017-2018		
Report Card Area	1st Qtr	2nd Qtr
READING / LANGUAGE ARTS	A	
Word Analysis, Fluency and Systematic Vocabulary Development		
Word Recognition	2	
Vocabulary Development	4	
Reading Comprehension		
Comprehension and Analysis of Text		
Literary Response and Analysis		
WRITING		

Report Card Screen

Viewing Test History

The Test History screen displays the student test scores with the test part, score, and year information. It also displays the graph of a student's progress in a specific part over time.

1. Click **Test History** in the Navigation bar to display the Test History screen.
 - o View the historical test score information in the Growth Over Time graph, if available.
 - o Hover over the **Score** to view the value.
 - o View the **Test Part Performance** level and test **Year**.
 - o Use the arrows to sort the columns in ascending or descending order.

TEST HISTORY

AIMS

Test Part	Test Part Perf...	Year	School Name	Admin Date	AIMS - Scale ...
Math	Meets	2017-2018	Hope High Sc...	03/17/2018	690
Reading	Approaches	2017-2018	Hope High Sc...	03/17/2018	650
Writing	Exceeds	2017-2018	Hope High Sc...	03/17/2018	800
Math	Exceeds	2016-2017		03/15/2017	700
Reading	Falls Far Below	2016-2017		03/15/2017	600
Writing	Meets	2016-2017		03/15/2017	650
Math	Exceeds	2015-2016		03/14/2016	675
Reading	Falls Far Below	2015-2016		03/14/2016	600
Writing	Approaches	2015-2016		03/14/2016	625

Growth Over Time

SAT

Test Part	Year	Admin Date	SAT - Raw Score
Math	2018-2019	03/06/2019	800
Verbal	2018-2019	03/06/2019	750
Math	2017-2018	03/04/2018	760
Verbal	2017-2018	03/04/2018	780

Growth Over Time

Test History Screen

Chapter 4: Communication

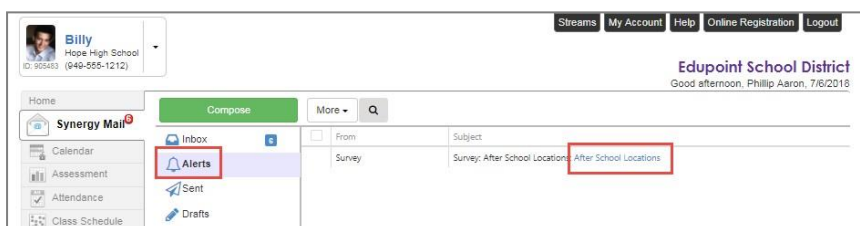
Viewing Messages or Alerts	61
Sending Emails to Teachers	62
Communications in ParentVUE	67
Viewing Custom Tabs	94

Viewing Messages or Alerts with Synergy Mail



Online Registration notifications display if used by your district.

1. Click **Synergy Mail** in the Navigation bar.
2. Click **Alerts**. This screen displays important district/classroom messages.
3. Click the link in the **Subject** to view the details.







Synergy Mail Screen, Alerts



See [Using Synergy Mail](#) for more information.

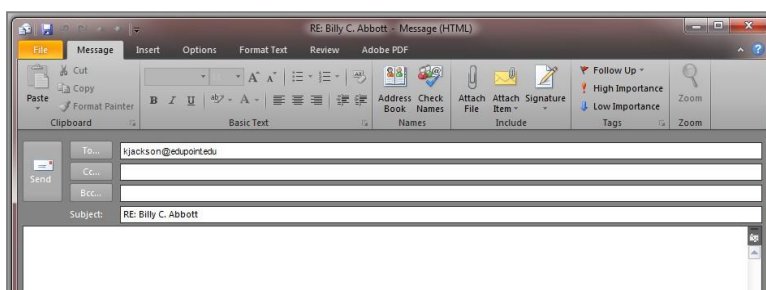
Sending Emails to Teachers

You can send email to teachers and staff by clicking the Email icon next to their name.

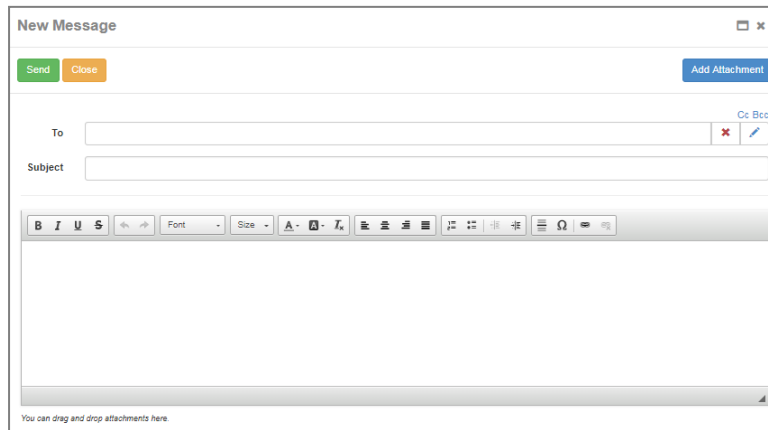
CLASS SCHEDULE			
Student Schedule for Spring (11/25/2017 - 07/06/2018)			
1	Prin Eng I	224	Kathy Jackson 
3	Am Govt	P-13	Jeffrey Davis 
5	Beg Drawing	401	Gwen Gunn 
7	Cc-Am. Lit	230	Kathy Nunes 

Class Schedule Screen

A message compose window opens in your designated email program, such as Microsoft Outlook or [Synergy Mail](#).



Microsoft Outlook Compose Window



Synergy Mail Window

Using Synergy Mail



You have access to Synergy Mail when one of your children's schools uses Synergy Mail.

You cannot use **Reply All** when replying to emails.

1. Select **Synergy Mail** in the Navigation bar.
2. Click **Compose**.
3. Select the recipients for the message in **To**.

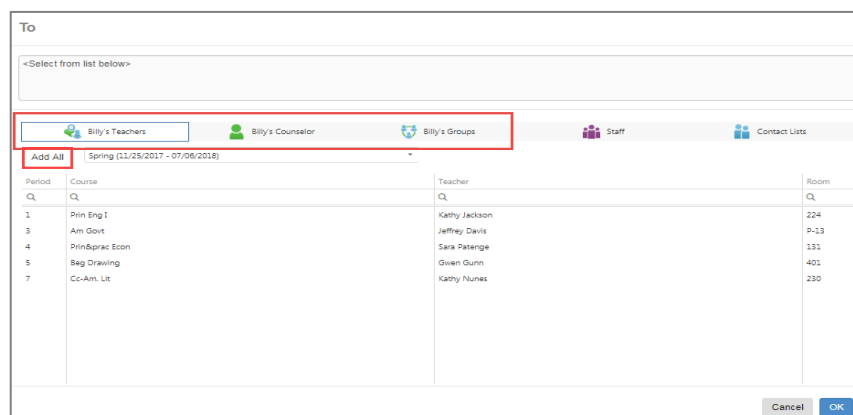
The recipient options associated with the focused child display. For example, Billy Abbott's parent sees **Billy's Teachers**, **Billy's Counselor** and **Billy's Groups** as tab options in the To screen.

Click **Add All** on the **Teachers** tab to send an email to all of your child's assigned teachers.

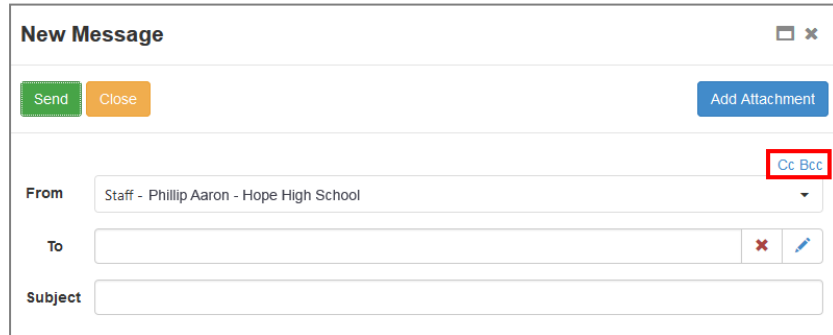
Parents only see contact distribution lists that they belong to.



The **Teachers** tab displays the teachers for the current grading period.



4. Select whom to send a copy or blind copy to if needed.
 - a. Click **CC** and/or **BCC** to display the **CC** and **BCC** fields.



The screenshot shows the 'New Message' interface. At the top, there are 'Send' and 'Close' buttons on the left, and an 'Add Attachment' button on the right. Below these is a 'From' dropdown menu with the text 'Staff - Phillip Aaron - Hope High School'. To the right of the 'From' field is a red-bordered button labeled 'Cc Bcc'. Below the 'From' field is a 'To' field with a red 'x' and a blue pencil icon. At the bottom is a 'Subject' field.

New Message Screen

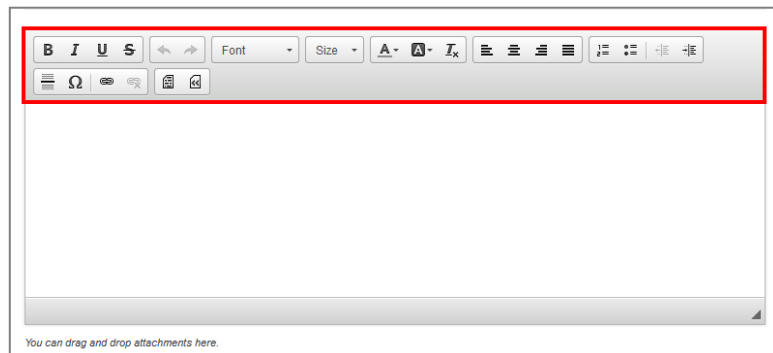
- b. Select **CC** or **BCC** to locate the recipients.



The screenshot shows the 'New Message' interface. The 'From' dropdown menu now displays 'No Reply - District'. Below the 'To' field, the 'Cc' and 'Bcc' fields are highlighted with a red border. Each of these fields has a red 'x' and a blue pencil icon to its right. The 'Subject' field is at the bottom.

New Message Screen


5. Enter the message text in the body section.
6. Use the options in the text editor window to customize formatting, use templates, or add links.



The screenshot shows the text editor toolbar and the message body. The toolbar is highlighted with a red border and includes buttons for Bold (B), Italic (I), Underline (U), Strikethrough (S), Undo, Redo, Font, Size, Text Color, Background Color, Text Color, Text Color, Bulleted List, Numbered List, Indent, Outdent, Link, and Unlink. Below the toolbar is a large text area for entering the message. At the bottom of the text area, there is a small text that says 'You can drag and drop attachments here.'

New Message Screen

7. Click **Send** to send the message or **Close** to save the message in the **Drafts** folder.

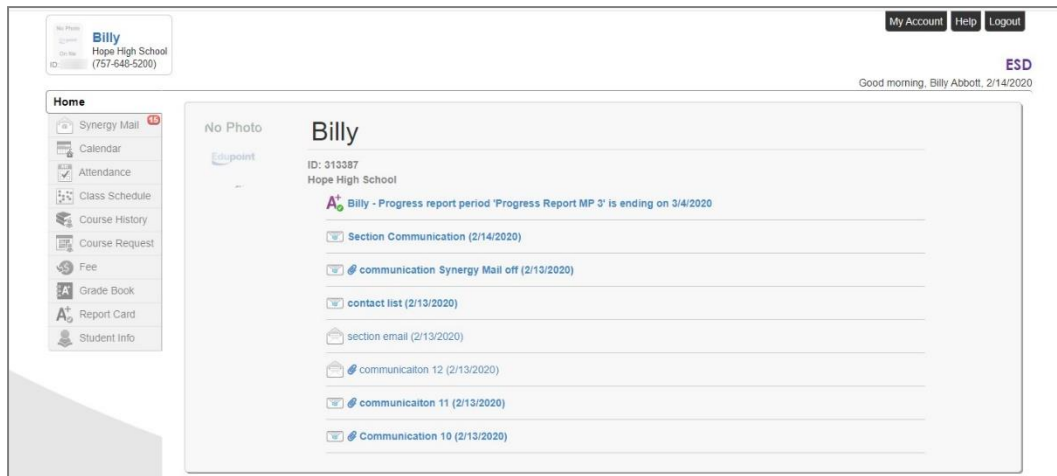
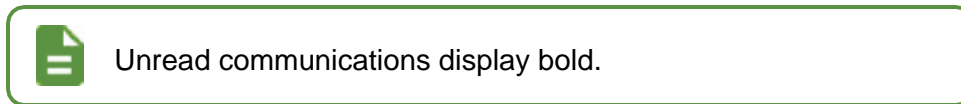
 Click **Close** and focus to another child to send emails to recipients for more than one of your children. Open the draft and select the recipients for the focused child.

Communications in ParentVUE

You can interact with communications in ParentVUE directly from the Home screen.



In the example below, TeacherVUE Communications display on the StudentVUE Home screen.

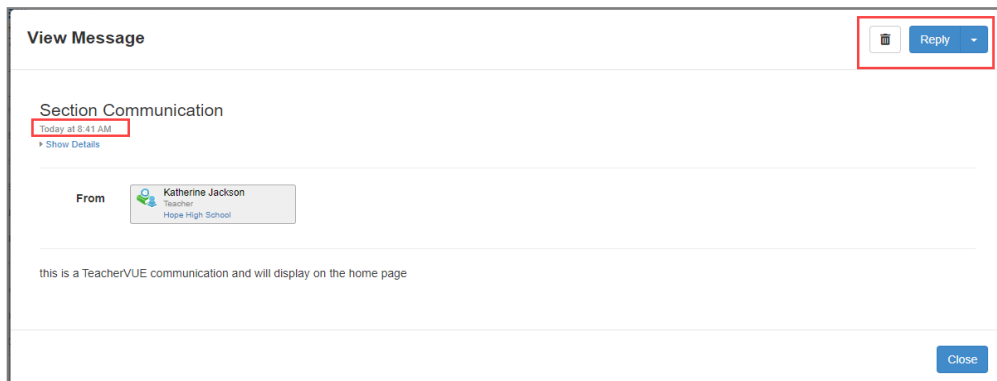
1. Log in to StudentVUE. Communications display on the Home screen.



StudentVUE Home Screen

2. Select a communication to open the View Message window.

- Click  to delete the communication.
- Click  to reply to or forward the communication.
- The communication displays with a date and time stamp.

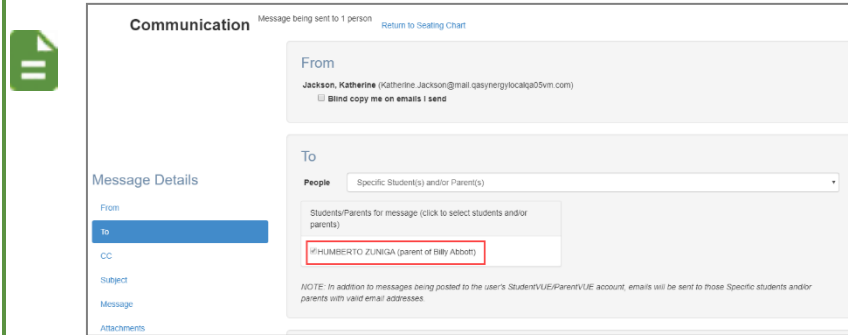


View Message Window

Communication is deleted from the Synergy Mail inbox when it is deleted from the Home screen.

Communication sent to a class or group always displays on the ParentVUE and/or StudentVUE Home screen.

Communication sent to specific parents displays on the ParentVUE Home screen. This is indicated on the TeacherVUE Communication screen in the To section.



TeacherVUE Communication Screen

You can view and download attachments.

Viewing Custom Tabs

Your district can create custom tabs in the Navigation bar. These custom tabs contain district-chosen links to support the educational community.

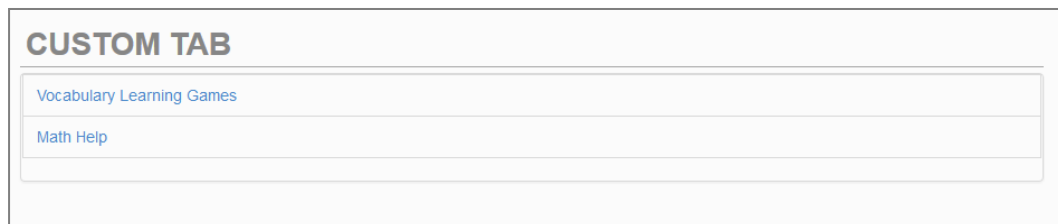


The district defines the name of your tab. Links can include academic support sites or sites that manage cafeteria costs.

1. Select the **Custom** tab in the Navigation bar.
2. Click the link to open a new tab or window depending on your browser settings.



ParentVUE/StudentVUE remains open in the original web page.



Custom Tab Screen

Chapter 5: ParentVUE Mobile Apps

Overview	96
Hardware and Software Requirements	96
Device Setup	97
Logging In	103
Viewing Information	115
Viewing Student Information	128
Viewing Classroom Information	141
Synergy Mail	157
Viewing Custom Tabs	169

Overview

The ParentVUE mobile applications help parents and students stay informed and connected by providing day-to-day insight into the student's academic experience. The ParentVUE mobile applications work with Synergy SIS in the same way as the ParentVUE web applications. It allows parents and students to view upcoming school events, classroom happenings, assignments, tests, and academic performance.



ParentVUE mobile applications are free applications.

The following images are from an iPad. Android devices might display minor differences in appearance, but the functionality is the same as in iOS.

Hardware and Software Requirements

- Your device must access the internet through a wireless or data connection.
- The ParentVUE mobile apps use the same user login as the web-based ParentVUE applications.

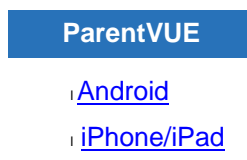


Your screens might not look exactly like those shown in this guide. Screens vary slightly by device.

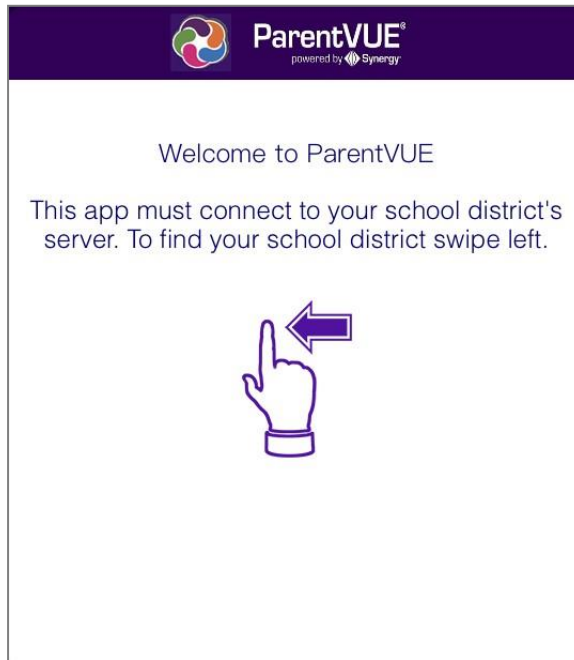
Check the [Apple App Store](#) and [Google Play Store](#) for the latest versions of the mobile apps and supported operating systems.

Device Setup

1. Download and install the mobile application.

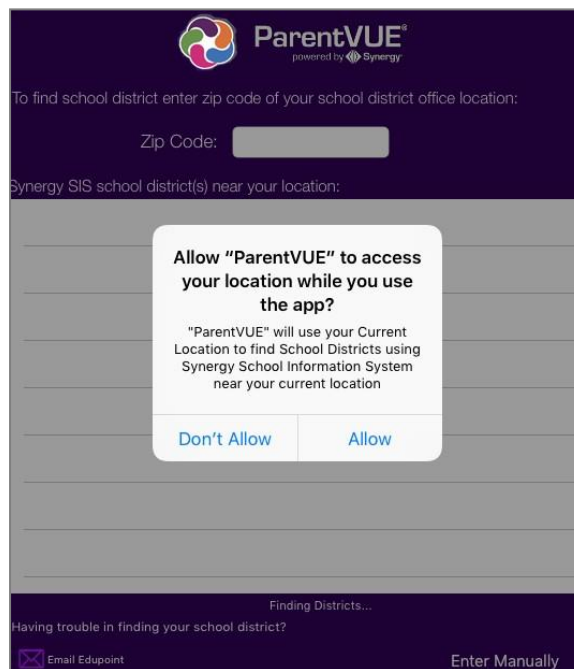


2. Launch the mobile application.
3. Swipe left. A message displays asking you to enable location services on your device.



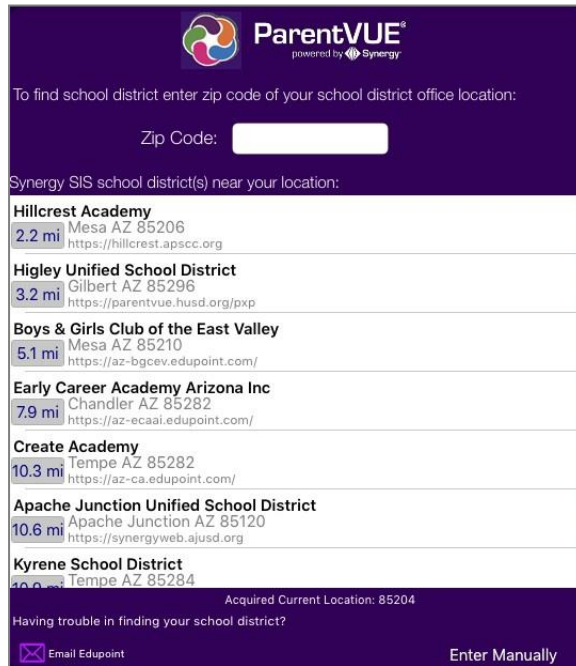
ParentVUE Welcome Screen

4. Select an option on the location message.



ParentVUE Location Permission Message

Allow – The mobile application uses your location to provide a list of school districts near you. Tap the name of your school district.

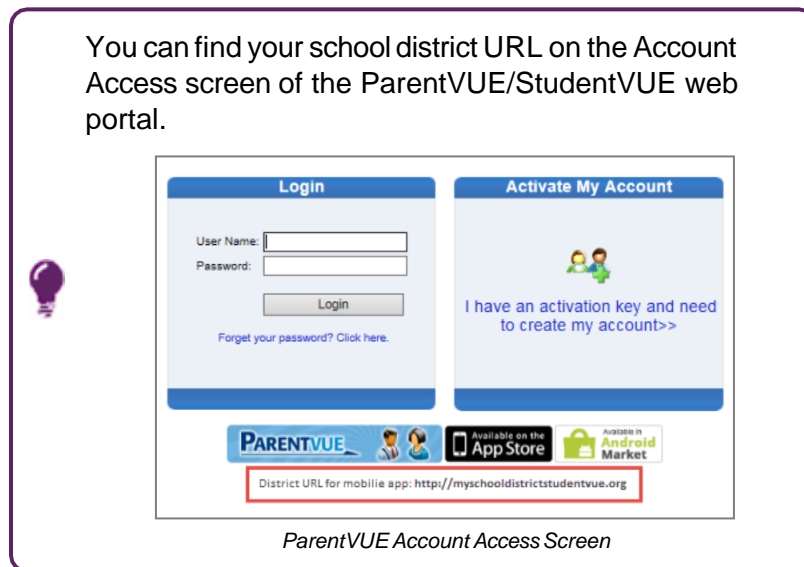


ParentVUE Select School District Screen

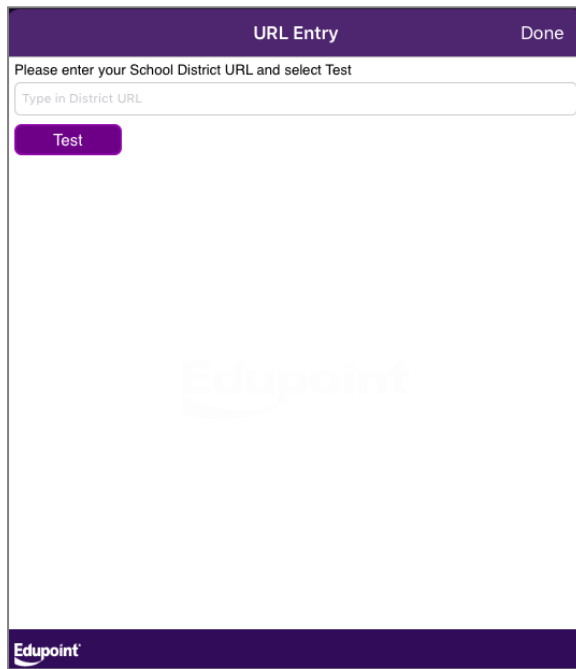
Don't Allow – Enter the Zip Code to find your school district or tap **Enter Manually** to enter the school district URL.

- a. Enter the school district URL in the space provided and tap **Test**. The school district name displays.

You can find your school district URL on the Account Access screen of the ParentVUE/StudentVUE web portal.



ParentVUE Account Access Screen



ParentVUE URL Entry Screen

- b. Tap **Done**. The Settings screen saves and displays previously entered district URLs.

Enabling Notifications

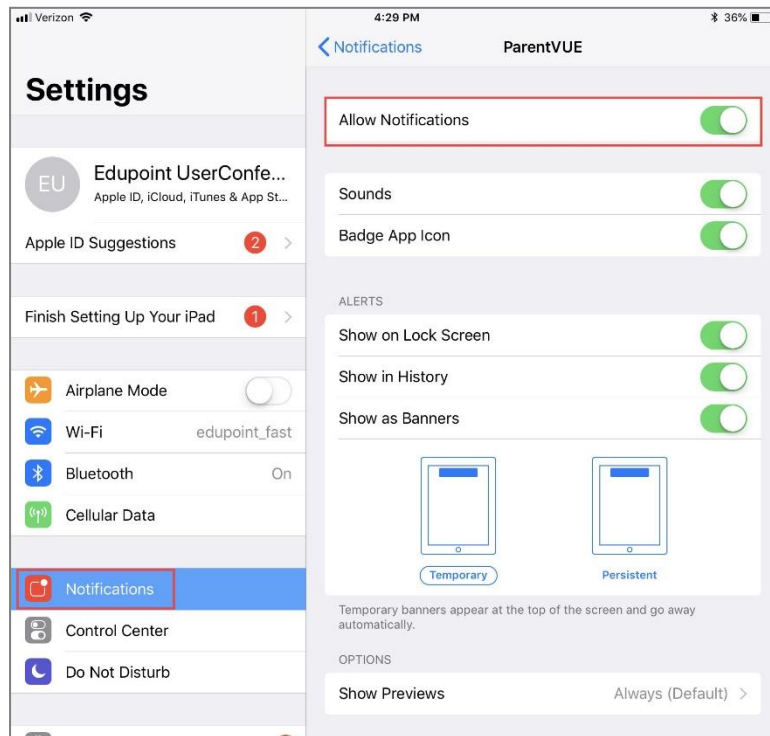
The ParentVUE mobile applications can alert parents and students to updates regarding Grades, and Attendance.



Both Android and Apple devices support notifications.

A notification is sent when grades or attendance are updated for the student.

1. Open **Settings** on your device.
2. Tap **Notifications**.
3. Tap **ParentVUE** or **StudentVUE**.
4. Select **Allow Notifications**.

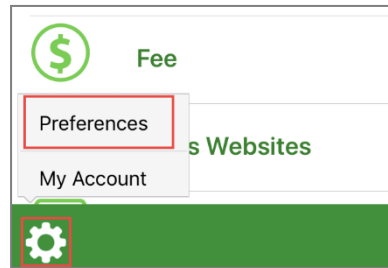


ParentVUE Settings Screen, Notifications

Setting Thresholds

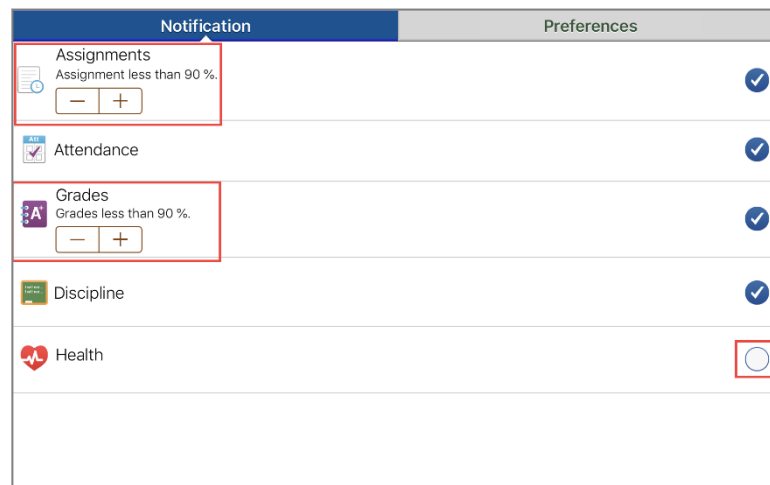
1. Open the mobile app.
2. Open settings.

- Tap  on the Navigation screen in StudentVUE and select *Preferences*.



- Tap  on the Student List screen in ParentVUE.

- Tap to activate the notification. Activated notifications display .
- Tap - or + to select the threshold percentage for Assignments and Grades.




Preferences Window


- Tap **Save**.

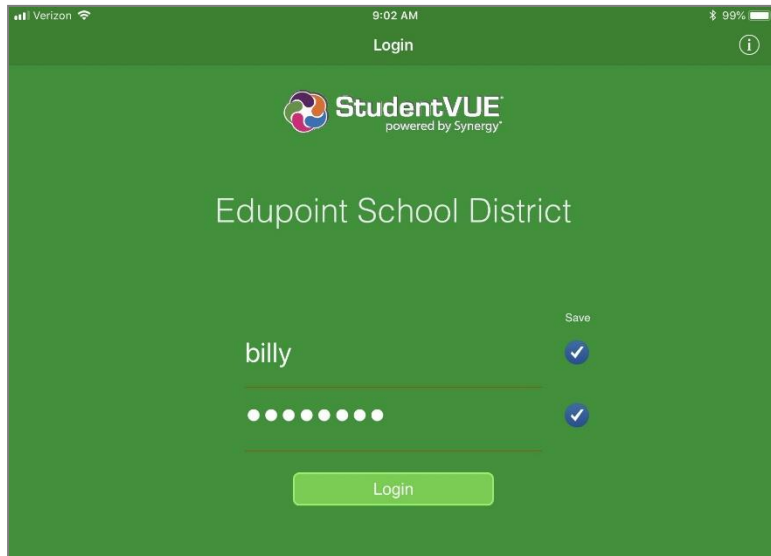
Logging In

The mobile application uses the same user login as the web-based ParentVUE .

 Contact your school to receive your access URL and login information.


1. Enter your login information or activate your account. See [Account Activation](#) for more information.

 Tap **Save** next to your User Name and Password to save the information in the application. You can modify this option whenever you login.
You can log in to multiple districts at the same time if you save your login information.



StudentVUE Login Screen

2. Select the **Current Language**.

 You can modify this option later.



StudentVUE Login Screen

3. Tap **Login**.

Account Activation

1. Tap **Yes**.
2. Enter your **First Name**, **Last Name**, and the **Activation Key** provided to you.
3. Tap **Continue to Step 3**.

Parent Account Activation

Step 2 of 3

Please enter your first name, last name and the 7 character authentication key (provided by your school district), to activate your account.

First Name: Kathy

Last Name: Aaron

Activation Key: XJ44NWZ

Continue to Step 3

Parent Account Activation Screen

4. Enter a **User Name** and **Password**.



Tap **Save** next to your **User Name** and **Password** to save the information in the app. You can modify this option whenever you log in.

5. Enter the password again in **Confirm Password**.
6. Enter a **Primary E-Mail** address.
7. Tap **Complete Account Activation**.

Parent Account Activation

Step 3 of 3

Welcome Barbara Aboud. To complete your account activation you will need to create your username and password. Remember that passwords are case sensitive. Your password can consist of numbers and letters and must be a minimum of 6 characters in length.

User Name: Kathy Save

Password: Save

Confirm Password:

Primary E-Mail: rba@myserver.com

Complete Account Activation

Parent Account Activation Screen

Editing Your Account Information

The My Account and My Info screens allow parents and students to manage their account information in the mobile application. Both Android and iOS devices support the My Account information. The options available are set by your district and might include the following:

- Parents can view or edit the email addresses.
- Parents can add, edit, or delete phone numbers.
- Parents can change the password.
- Parents and students can set up notification preferences.

- Parents can elect to receive paperless report cards.
- Parents can change their passwords.

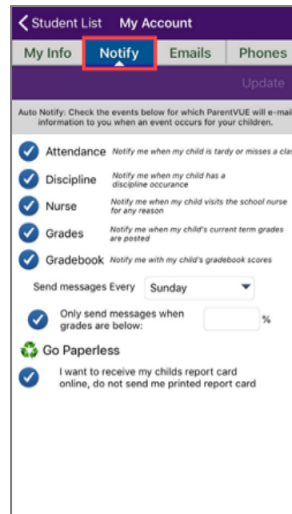


The **Home Address**, **User ID**, and **Mail Address** fields are read-only and cannot be edited.

ParentVUE

1. Tap **My Account** on the Student List screen.
 - a. Modify your name and **Primary Language** if needed.
 - b. Tap to select the type of events you wish to receive emails for and if you want to receive report cards online. Activated notifications display .

Smaller devices have a **Notify** tab to accommodate the smaller screen size. This tab contains the Auto Notify section from the **My Info** tab of the larger devices.



ParentVUE My Account Screen, Notify Tab

- c. Tap **Update**.

Student List My Account

My Info Emails Phones

Change Password Update

Name: Jean Acevedo
 User ID: parent
 Home Address: 4283 E Princess St
 Mesa, AZ 85606
 Mail Address: Same as Home Address
 Phone Numbers: Home: 480-555-2807
 * * Indicates primary contact phone

Editable Personal Information: The following information is editable - please contact school office staff to change secured personal information. Click the Update Account button to save any changes.

First Name: Jean
 Last Name: Acevedo
 Employer:
 Primary Language:

Auto Notify: Check the events below for which ParentVUE will e-mail information to you when an event occurs for your children.

Attendance Notify me when my child is tardy or misses a class
 Discipline Notify me when my child has a discipline occurrence
 Nurse Notify me when my child visits the school nurse for any reason
 Grades Notify me when my child's current term grades are posted
 Gradebook Notify me with my child's gradebook scores

Send messages Every Sunday

Only send messages when grades are below: %

Go Paperless
 I want to receive my child's report card online, do not send me printed report card

ParentVUE My Account Screen

2. Tap the **Emails** tab.
 - a. Tap **Update**.
 - b. Enter the **Email** addresses as needed.

Student List My Account

My Info Emails Phones

Update

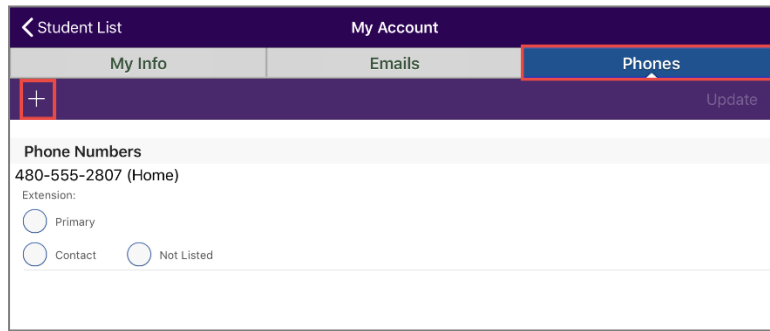
Auto Notify Email: Enter the e-mail addresses (Primary is required) that you want all active notifications sent to:

Primary Email: staffdemo@mail.qasynerylocalq...

Email 1:
 Email 2:
 Email 3:
 Email 4:
 Email 5:

3. Tap the **Phones** tab.

- a. Tap + to add a new contact.

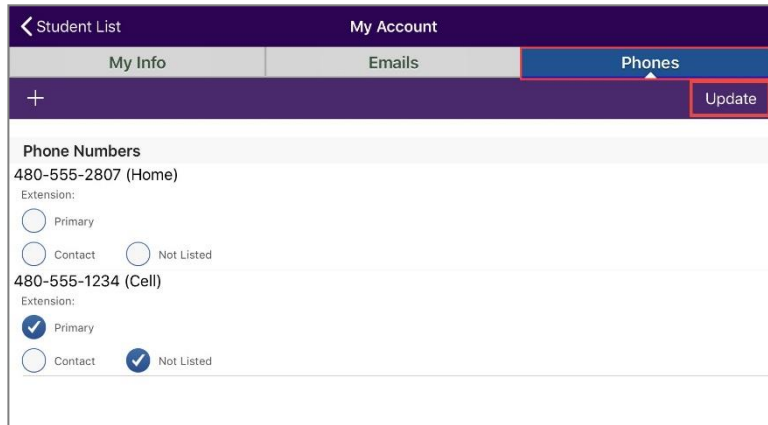


ParentVUE My Account Screen, Phones Tab

- b. Enter the **Phone** number.
- c. Enter the **Extension** if any.
- d. Select the **Type** of phone.
- e. Tap to select the contact type for the phone number. The selected contact type displays .
- **Primary** - Primary contact number
 - **Contact** - Additional contact number
 - **Not Listed** - Number is not listed in the phone directory
- f. Tap **Add**.

A screenshot of the 'New Phone' form in the ParentVUE mobile application. The form has a purple header with the title 'New Phone'. Below the header, there are three input fields for the phone number: '480', '555', and '1234'. Below these is an 'Extension:' field. Underneath the extension field is a 'Type' dropdown menu with 'Cell' selected. Below the dropdown are three radio buttons: 'Primary', 'Contact', and 'Not Listed'. The 'Primary' and 'Not Listed' radio buttons are selected. At the bottom of the form, there are two buttons: 'Cancel' and 'Add'.

- g. Tap **Update**.



ParentVUE My Account Screen, Phones Tab

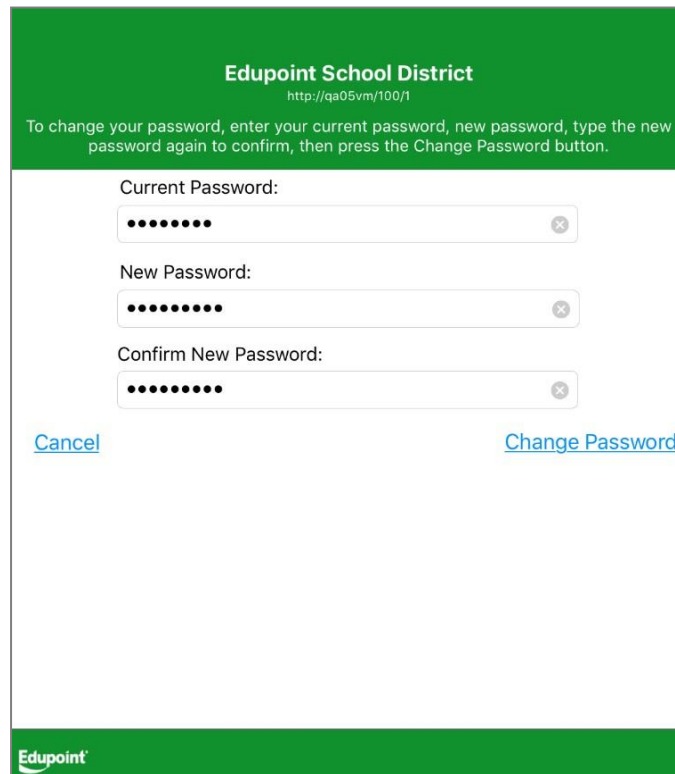
Change Password

1. Tap **Change Password** on the My Account or My Info screen.



StudentVUE My Info Screen

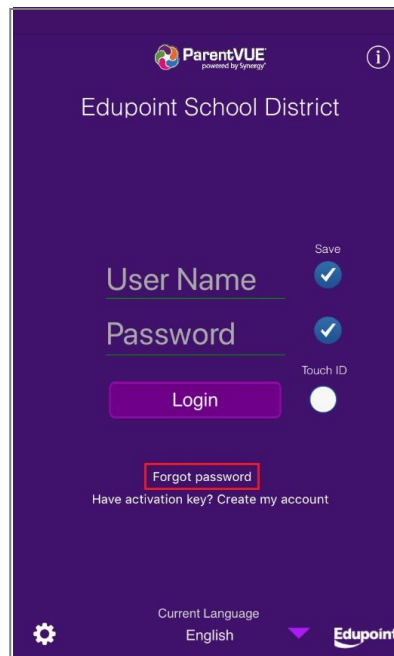
2. Enter the **Current Password**, **New Password**, and **Confirm New Password**.
3. Tap **Change Password** to save. A message displays that the account password was changed and asks you to log in again with the new password.



StudentVUE Change Password Screen

Reset Password

1. Tap **Forgot password** to open the Reset Password screen.



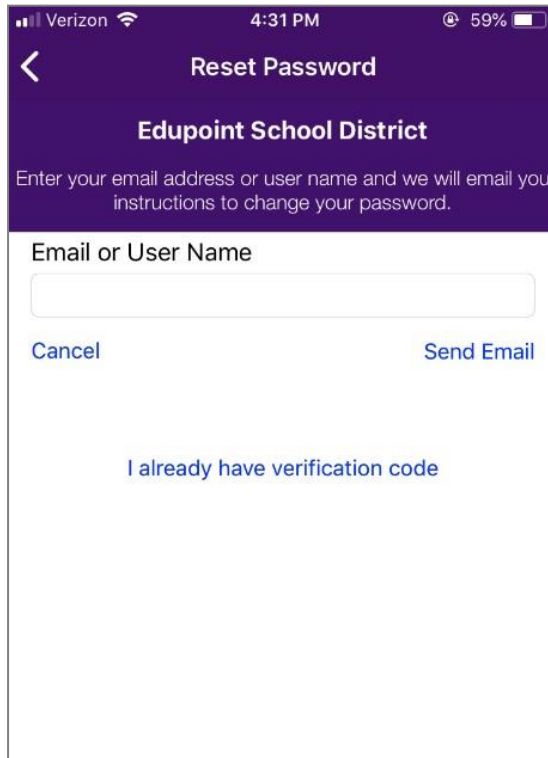
ParentVUE Login Screen

2. Enter the email to receive the password reset information or the user name of the account that is requesting the password reset information in **Email or User Name**.



If you enter the user name to request the password reset information, the email is sent to the email address associated with that account.

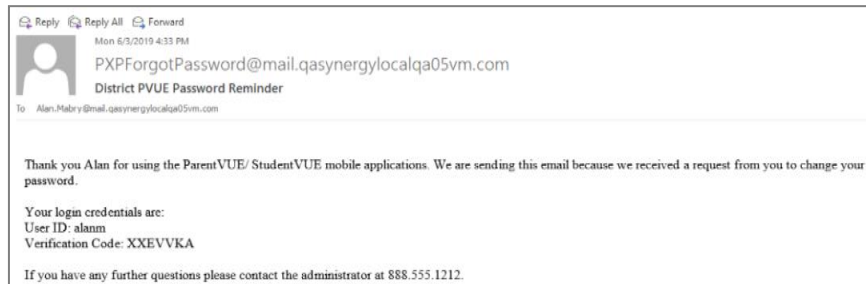
3. Tap **Send Email** or **I already have verification code** if you already have an email with the password reset information. This opens the Reset Password screen.



ParentVUE Reset Password Screen

An email with the User ID and a 7-digit temporary Verification Code is sent on requesting a password reset.

The Verification Code in the forgot password email expires after 15 minutes.



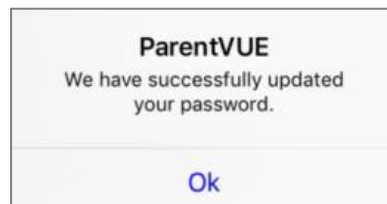
Forgot Password Email

4. Enter the User ID and Verification Code from the forgot password email sent by the district as the **User Name** and **Verification Code**.

5. Enter the **New Password** and **Confirm New Password**.
6. Tap **Change Password**.

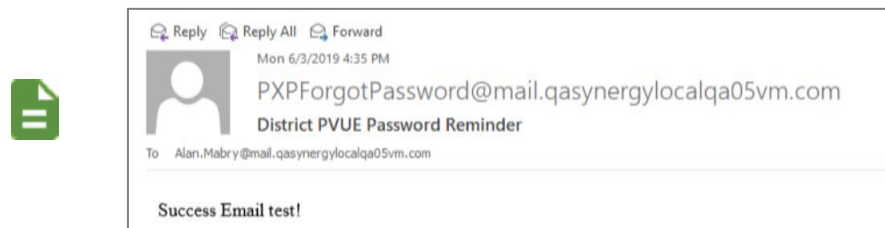
ParentVUE Reset Password Screen

A message displays when the password is successfully changed for the account.



Email Success Message

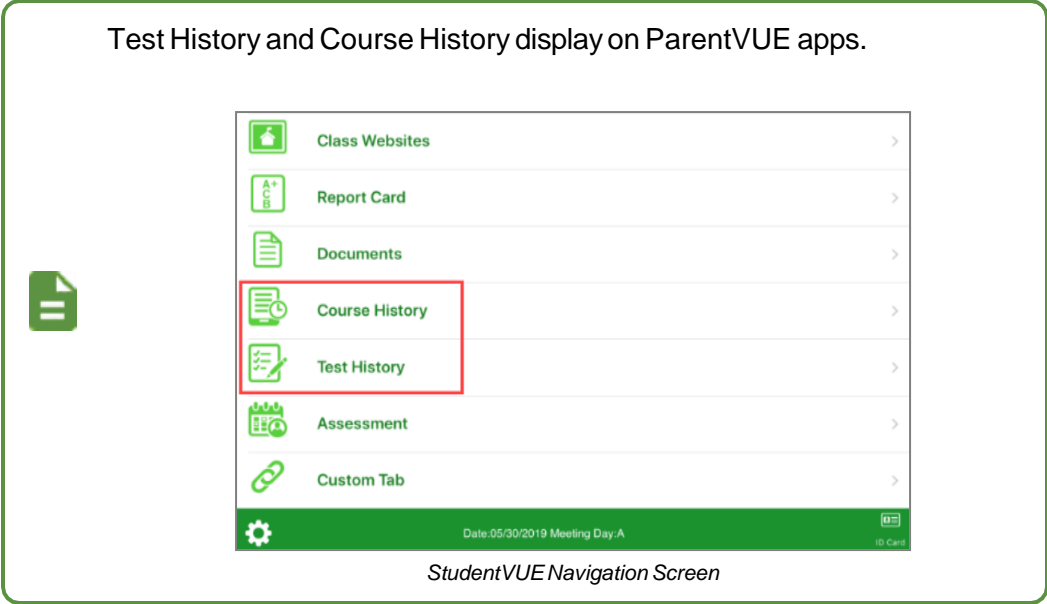
The forgot password success email is sent.



Forgot Password Success Email

Viewing Information

The mobile application does not display certain screens that the web-based ParentVUE applications have, such as class websites, course requests, and digital locker.

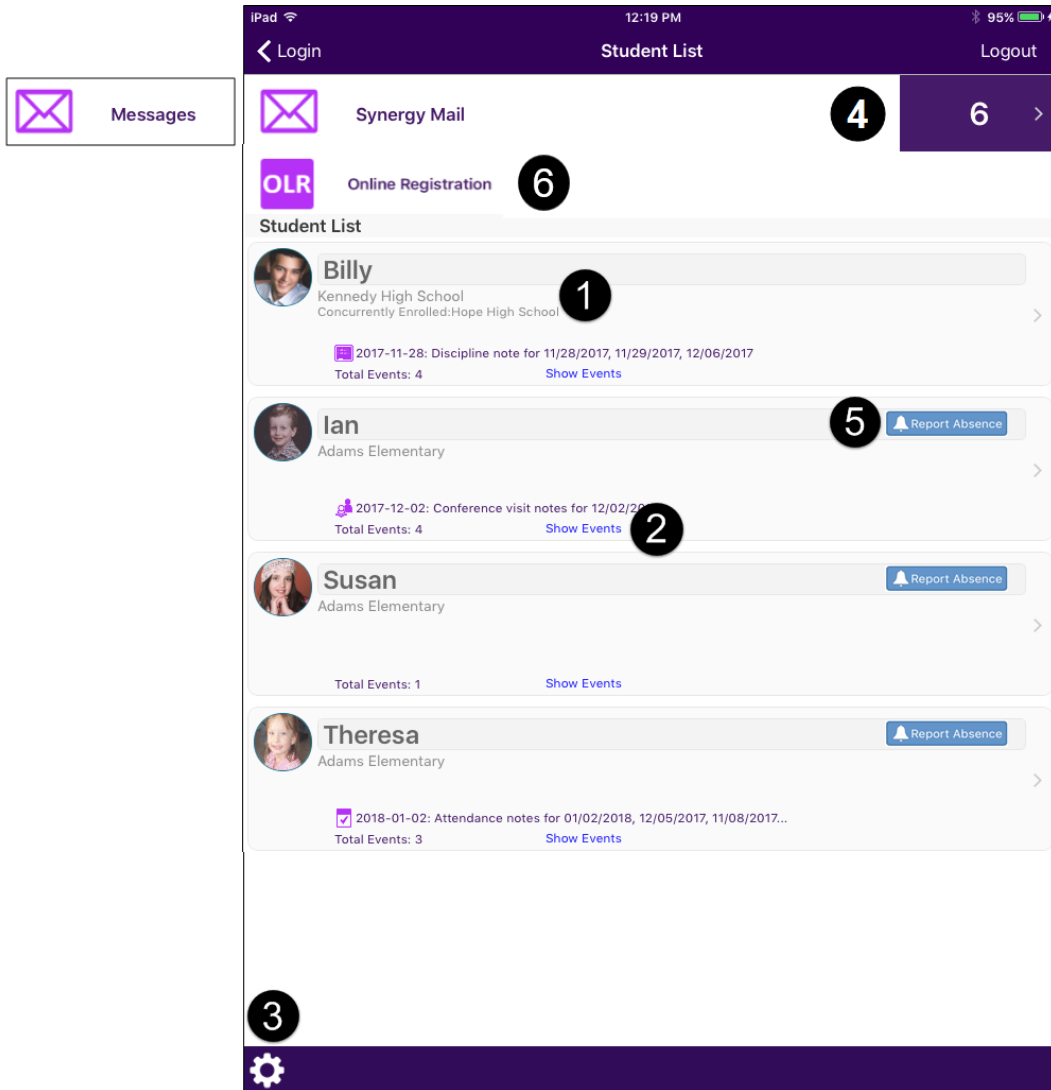


Student List

ParentVUE has the Student List screen that lists all children attending this district. Tap the child's name to view the Navigation screen that contains their information.



A screen opens for you to record your child's name when you first select a child if your district has **Name Pronunciation** enabled. See [Recording a Student's Name](#) for more information.



ParentVUE Student List Screen

- The concurrent school name displays under the primary school name if your student is enrolled at more than one school.
- Tap **Show Events** to view District and School Events.
- Tap the **Settings** icon to set additional preferences and notifications. See [Managing Notifications](#) and [Managing Preferences](#) for more information.
- The number of Synergy Mail messages available displays. Tap **Synergy Mail** to view them.

- Online Registration can be launched from ParentVUE. Tap **Online Registration** and tap the **Open Online Registration** link to open the Online Registration screen.

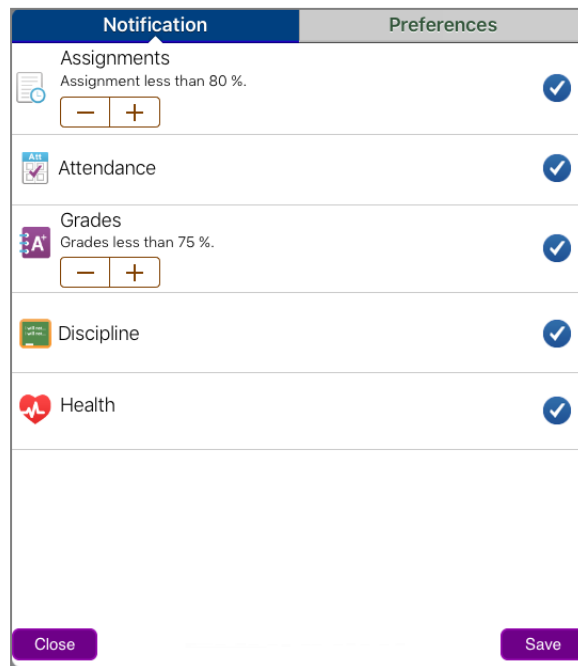


Registration Enabled must be selected on the Online Registration Setup screen in SynergySIS to use this functionality. See the Online Registration Guide for more information.

Managing Notifications

The Settings screen displays when you tap the **Settings** icon in ParentVUE. Tap each notification type to receive app notifications for the student for **Assignments**, **Attendance**, **Grades**, **Discipline**, or **Health**.

Use the **Minus** or **Plus** icons displayed in **Assignments** and **Grades** to set notification thresholds. For example, the following settings display notifications for Assignments if the score is less than 80%, and notifications for Grades if the grade is less than 75%.



ParentVUE Settings Screen

Managing Preferences

Tap the **Preferences** tab to edit preferences.

- **Grade Book - threshold value (0 to 100)** – Enter the score value that triggers a low mark indicator on an assignment. For example, enter *10* to indicate if the student receives a 9 or lower on an assignment.
- **Reminders** – Set assignment notifications on the Calendar screen.
 - **Use Reminders** – Tap to allow reminders.
 - **Use Bell Schedule Time for assignment reminders (if available)** – Uses the **Time** for the assignment due date reminder according to the Bell Schedule created at the school if allowed by the school.
 - Enter the number of **Days** before the due date and the **Time** for the reminder. If using

Bell Schedule Time, enter only the **Days**.

Remind me day(s) before the assignment due date at (if task time is not available.)

ParentVUE Preferences Screen

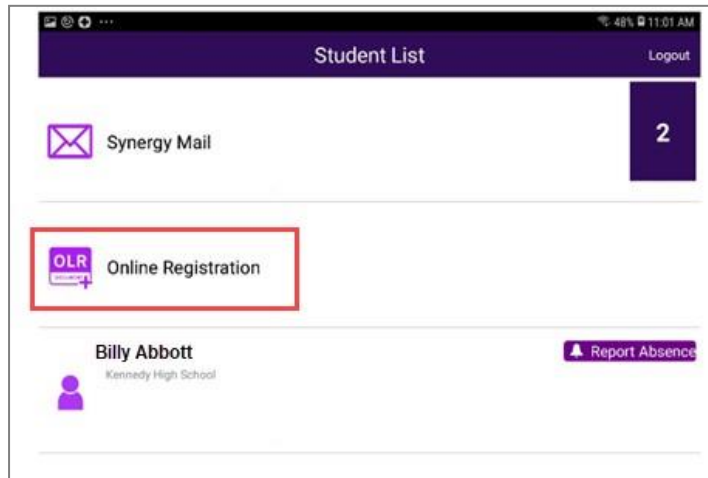
Uploading Documents to Online Registration

You can upload documents and images to Online Registration if the school uses Online Registration.



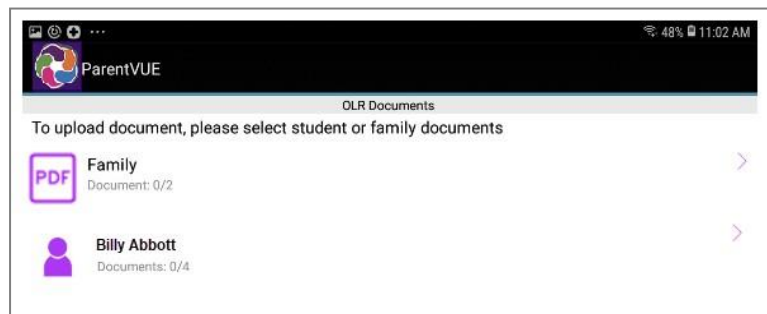
You can also upload a photo of a document.

1. Tap **Online Registration**.



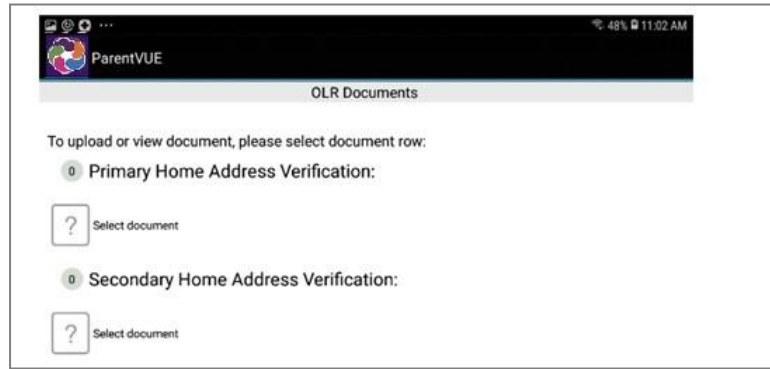
ParentVUE Student List Screen

2. Tap **Family** or the student name.



ParentVUE OLR Documents Screen

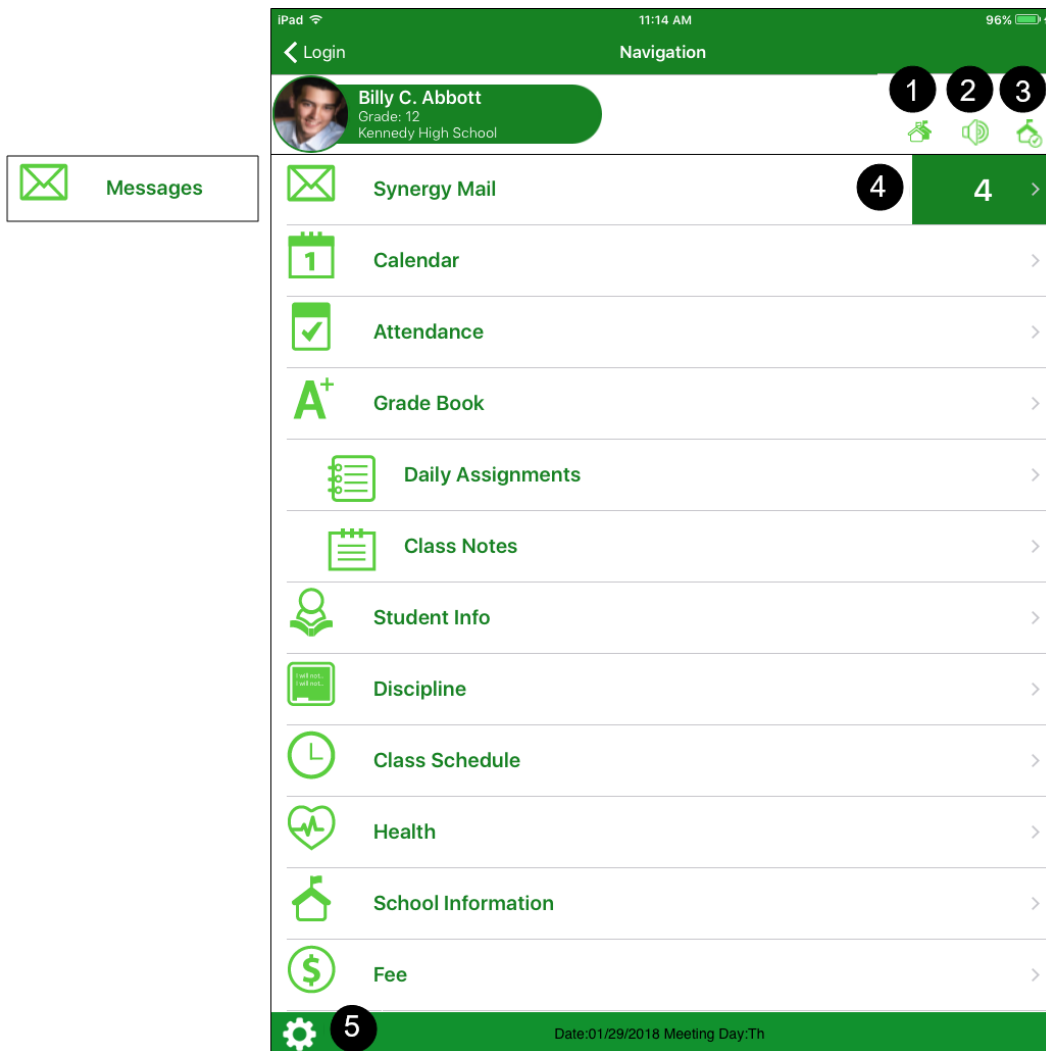
3. Select the documents to upload.



ParentVUE OLR Documents Screen

Navigation

Tap the link on the Navigation screen to view any of the screens.



StudentVUE Navigation Screen

- Tap the **Record** icon to record or edit a recording of a student's name. See [Recording a Student's Name](#) for more information. •

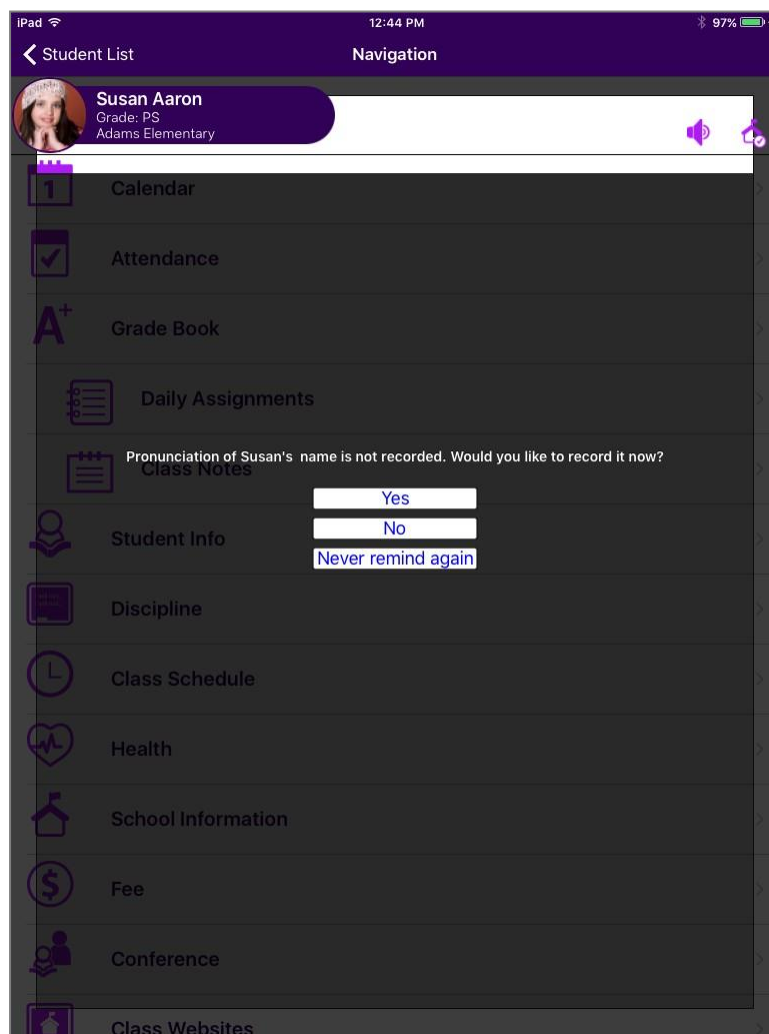
- Tap the **School** icon to see grading period dates, conference events, discipline events, school events, attendance notes, nurse log notes, and any local notifications you created. **Z**
- This indicates the number of new Synergy Mail messages available to view. Tap **Synergy Mail** to view them.

Tap the **Settings** icon to set additional preferences and notifications. See [Managing Notifications](#) and [Managing Preferences](#) for more information.

Recording a Student's Name

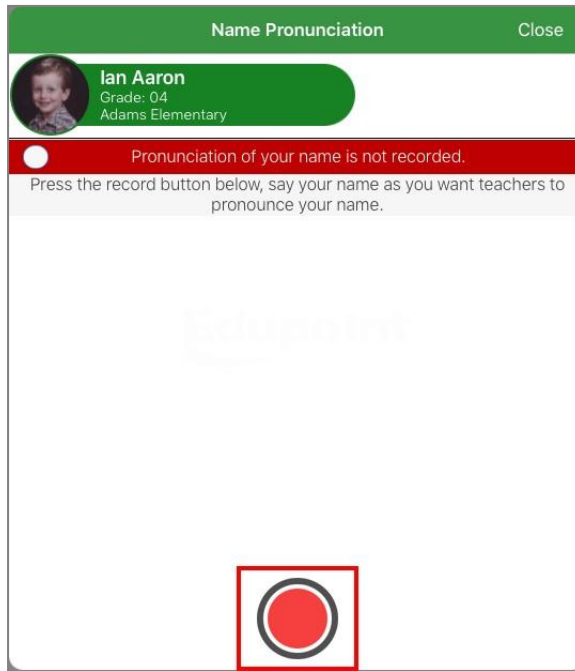
The following screen displays if you select your child in ParentVUE and the student's name was not recorded.

1. Select one of the options on the screen.
 - Tap **Yes** to record the student's name and go to the next step.
 - Tap **No** to record the student's name later.
 - Tap **Never remind again** to never record the student's name.



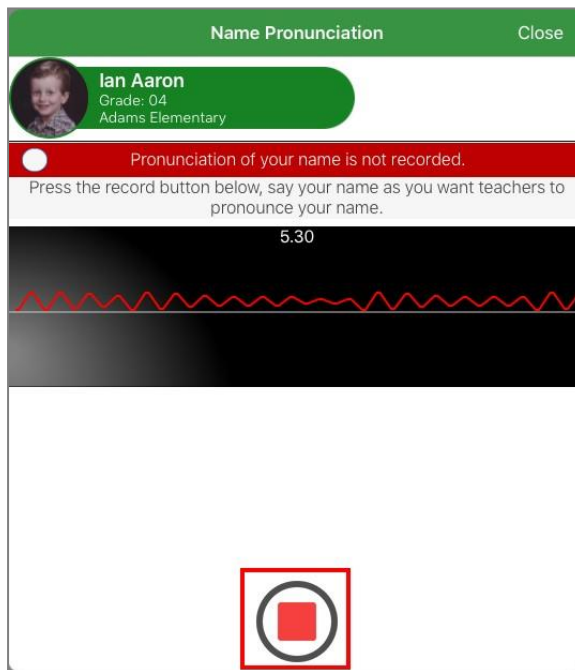
ParentVUE Student Name Not Recorded Message

2. Tap the **Record** icon to start the recording.



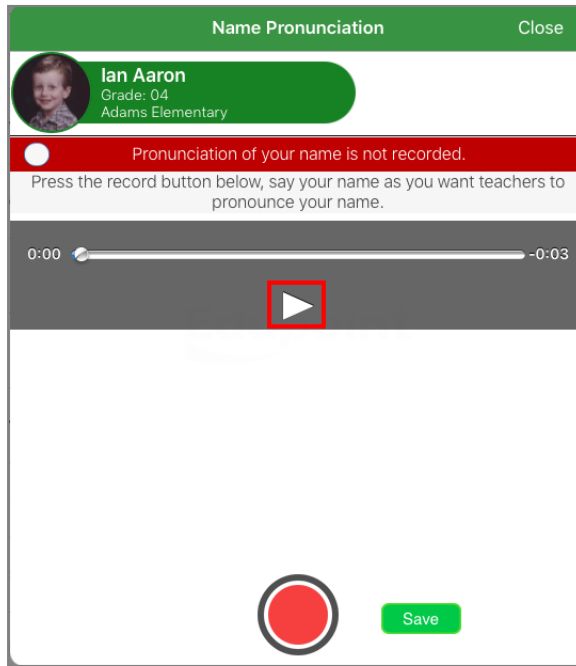
StudentVUE Name Pronunciation Screen

3. Record the name.
4. Tap **Stop** to stop recording.



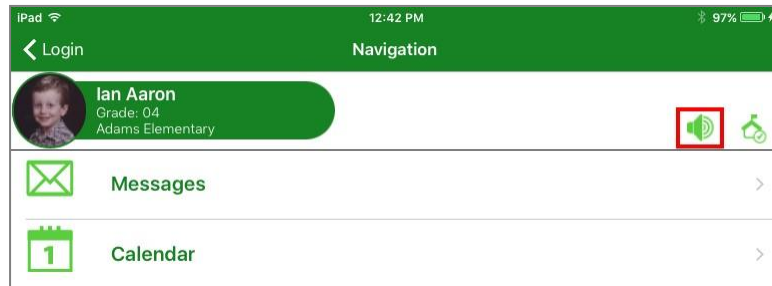
StudentVUE Name Pronunciation Screen

5. Tap **Play** to listen to the recording.
6. Tap **Save**.



StudentVUE Name Pronunciation Screen

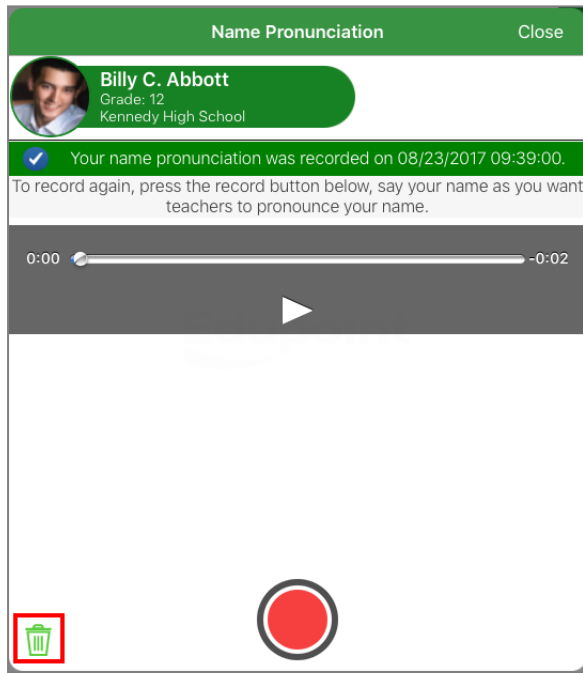
7. Tap **OK** to close the confirmation message. An icon representing the child's recorded name displays in the header.



StudentVUE Navigation Screen

Deleting a Recording

1. Tap the icon representing the child's recorded name in the header of the Navigation screen.
2. Tap the **Delete** icon.



StudentVUE Name Pronunciation Screen

3. Tap **Yes** to confirm deletion.

Viewing Student Information



The school can enable or disable certain modules from displaying in ParentVUE. The school disabled access to the module if you do not see it in your mobile application.

Student Info

The Student Info screen displays the student's demographic information, emergency contacts, and physician information.

The screenshot shows the 'Student Info' screen for Billy C. Abbott, Jr. The screen is divided into several sections: Student Info, Emergency Contacts, and Physician Contacts. The Student Info section includes fields for Student Name, Perm ID, Gender, Nick Name, Grade, Phone, Birth Date, Home Address, email, Home Room Teacher, Home Room, School Name, and Counselor Name. The Emergency Contacts section lists two contacts: Christopher Johnson (Friend) and Laretta Jones (Relative). The Physician Contacts section lists Mesa Peds and Dr. Jones.

Student Info			
Student Name:	Perm ID:	Gender:	
Billy C. Abbott, Jr.	905483	Male	
	Nick Name:	Grade:	
	Bill	12	
Phone:	Birth Date:		
480-555-1214	03/15/2000		
Home Address:		email:	
1979 S Val Vista Dr Mesa, AZ 85204		billy@mail.com	
Home Room Teacher:	Home Room:	School Name:	Counselor Name
Kathy Jackson	224	Hope High School	Wilson, Rob

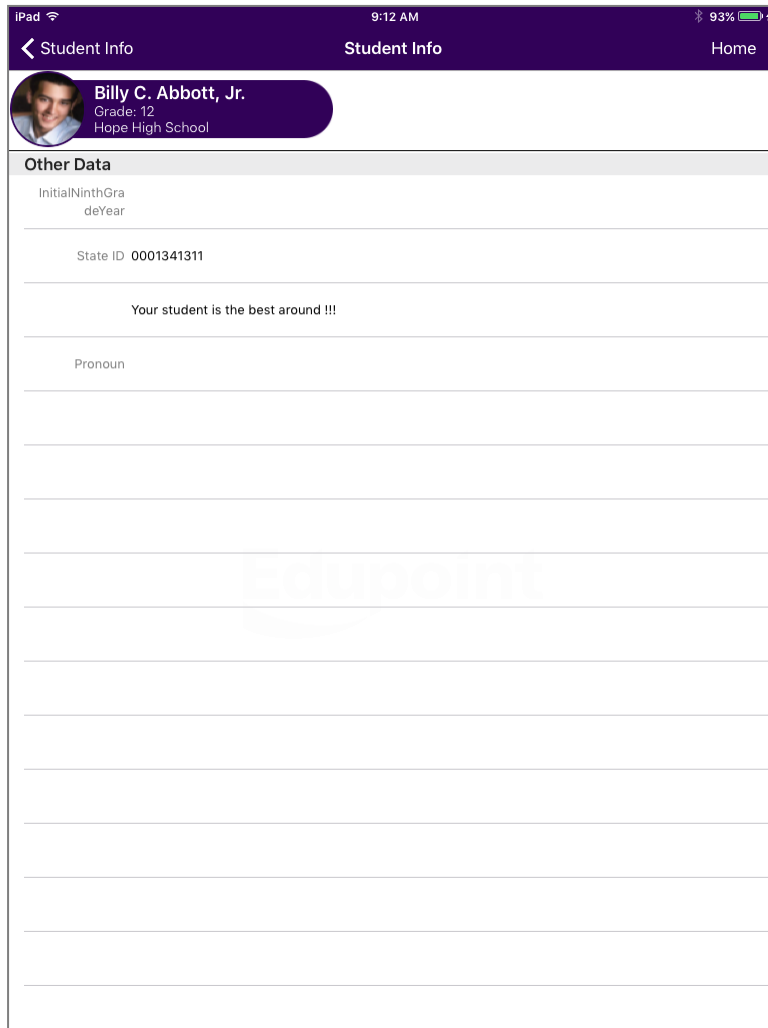
[Additional Info](#)

Emergency Contacts			
Contact 1: Friend			
Christopher Johnson			
Home Phone:	480-555-7788		
Work Phone:	602-555-1234		
Other Phone:	949-558-9073		
Contact 2: Relative			
Laretta Jones			
Home Phone:	480-555-1545		
Work Phone:			
Other Phone:			

Physician Contacts			
Physician Name:	Physician Phone:	Ext.:	Hospital:
Mesa Peds	949-555-0831	222	Desert Sam Hospital Or Mesa
Dentist:	Dentist Phone:	Dentist Office:	
Dr Jones	623-555-1234	Mesa Office	

ParentVUE Student Info Screen

- Tap the **Mail** icon to send an email to the student's homeroom teacher.
- Tap **Additional Info** to view other student data specified by the district.

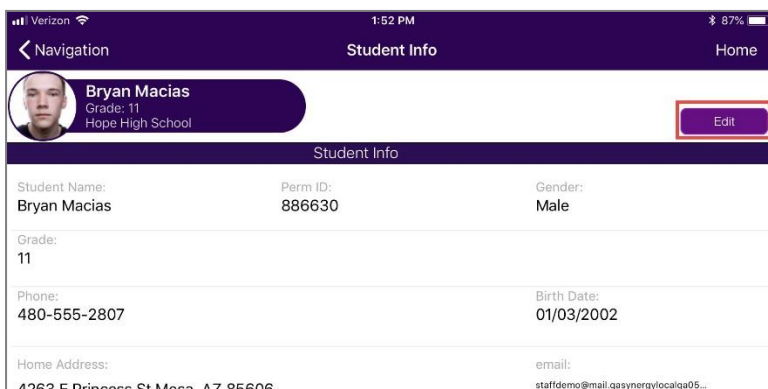


ParentVUE Student Info Screen

Editing Student Information in ParentVUE

Your school can allow parents to edit their student's information in the mobile application.

1. Tap **Edit**.



Student Info Screen

2. Make the changes.

3. Tap **Save Changes**.

Back to Student Info Edit Student Info

Bryan Macias
Grade: 11
Hope High School

Save Changes

Provide Changes to Student Information

Description	Current Value	Changed Value
Last Name Goes By		<input type="text"/>
Nick Name		<input type="text"/>
Spoken to Student at Home	Spanish	Spanish
Email	staffdemo@mail.qasynergylocalqa05vm.com	staffdemo@mail.qasynergyloc

Student Info Screen

Changes must be approved in Synergy by the school.



Back to Student Info Student Info

Alan W. Adair
Grade: 12
Hope High School1

Changes submitted on 09/07/2015 13:16 PM, are still waiting approval.

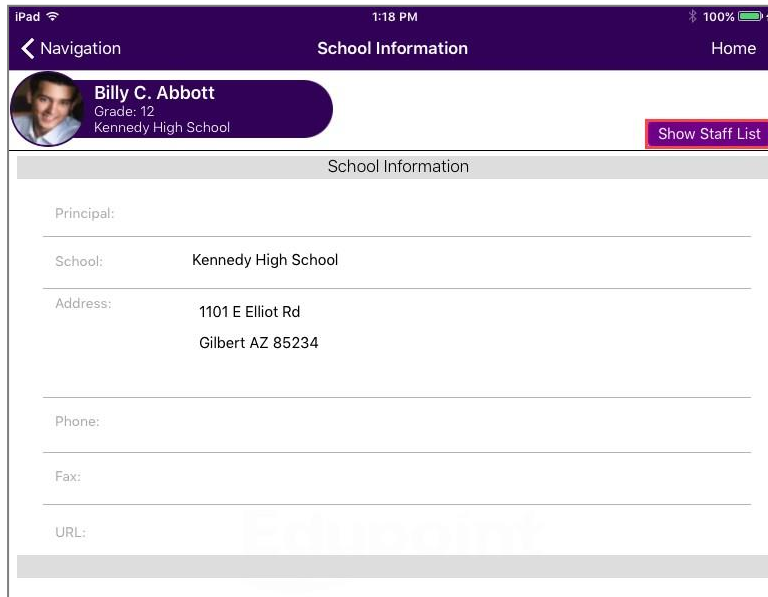
Student Information

Student Info Screen

School Information

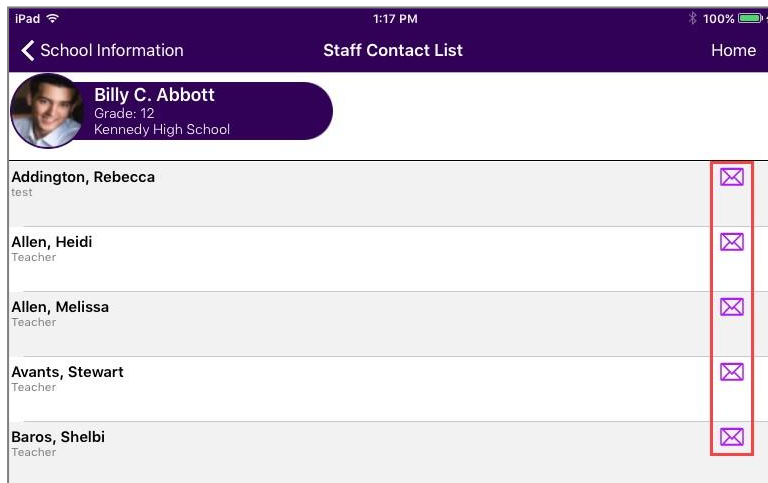
The School Information screen lists the details about the student's enrolled school, including a staff list.

Tap **Show Staff List** to open the Staff Contact List screen.



ParentVUE School Information Screen

Tap the Email icon to email a staff member.



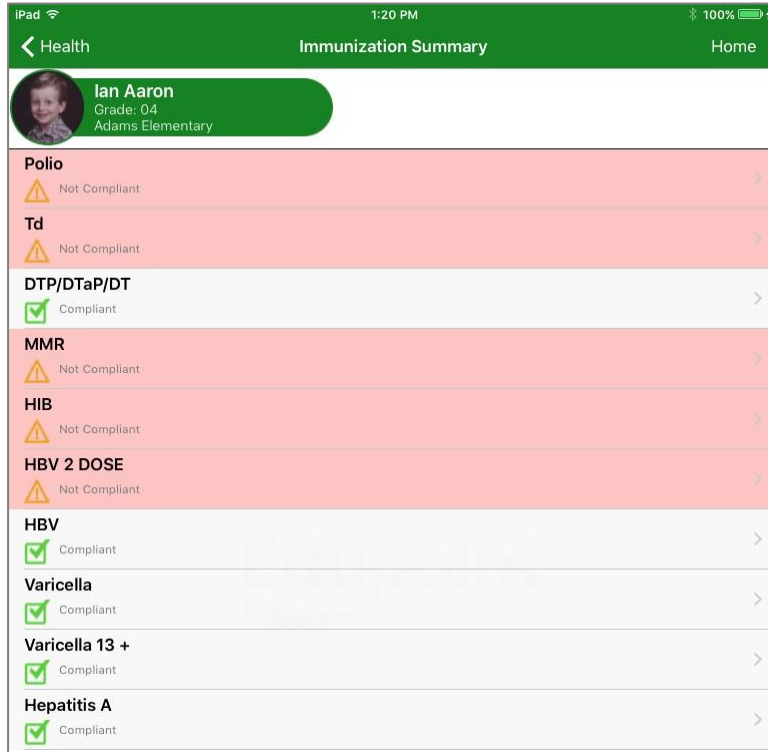
ParentVUE Staff Contact List Screen

Health

The Health screen lists student health conditions and immunization records.

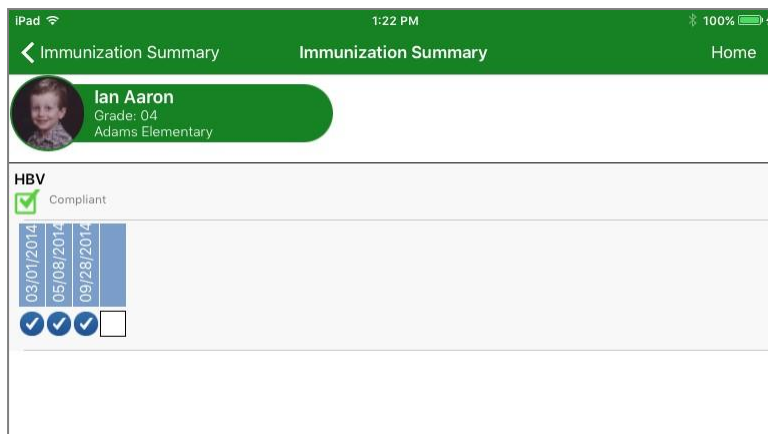
Immunizations

- Tap **Immunizations** to see the student's immunization record.



StudentVUE Immunization Summary Screen

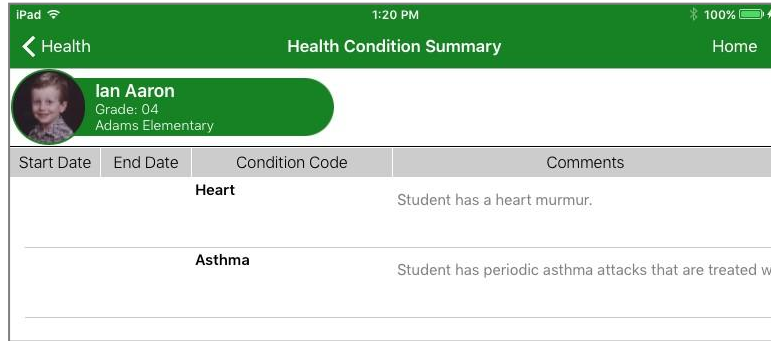
- Tap a specific immunization to see the details.



StudentVUE Immunization Summary Screen

Health Conditions

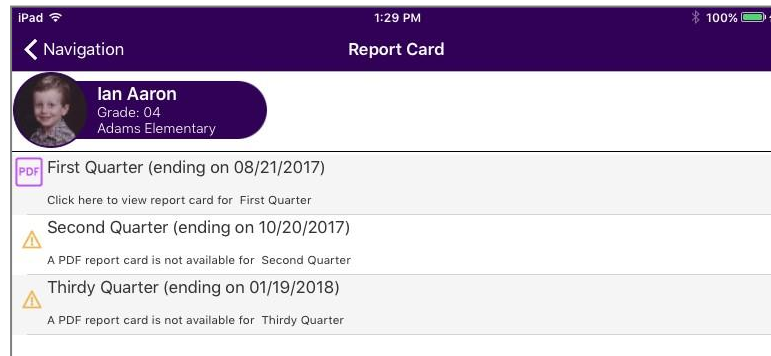
Tap **Health Conditions** to see the details of the health conditions on record.



StudentVUE Health Condition Summary Screen

Report Card

The Report Card screen shows grades for each term and for progress periods between the quarters.




ParentVUE Report Card Screen

Tap **PDF** to view a report card or progress report.

iPad 1:30 PM 100%

Report Card Document

 Edupoint School District <small>Ensuring a bright future for every student</small>				Edupoint School District 3777 E Houston Av Gilbert, AZ 85234 949-555-2425 Tam McGrew, Principal					
Student Name: <i>Aaron, Ian</i> SIS Number: <i>129442</i> Grade: <i>04</i>				1955 S Val Vista Dr Mesa, KY 85204					
Student	Per	Staff	Q1	Q2	S1	Q3	Q4	S2	Comments
3/4 Grade	1	Carroll, Natalie	A-						

Graduation Requirements

Subject Area	Req	Cmp	WIP

Edupoint School District

11/14/2017 3:47 PM Edupoint School District Page 1

ParentVUE Document Screen

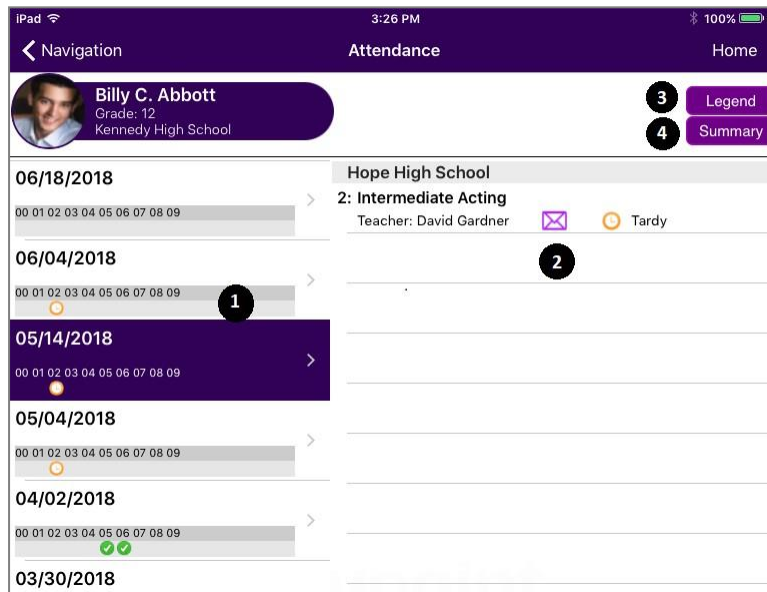
Viewing Classroom Information



The school can enable or disable certain modules from displaying in ParentVUE or StudentVUE. The school disabled access to the module if you do not see it in your mobile application.

Attendance

The Attendance screen displays all the days the student was marked absent or tardy and the date for the entry. Attendance information for both schools display if your student is enrolled in concurrent schools.

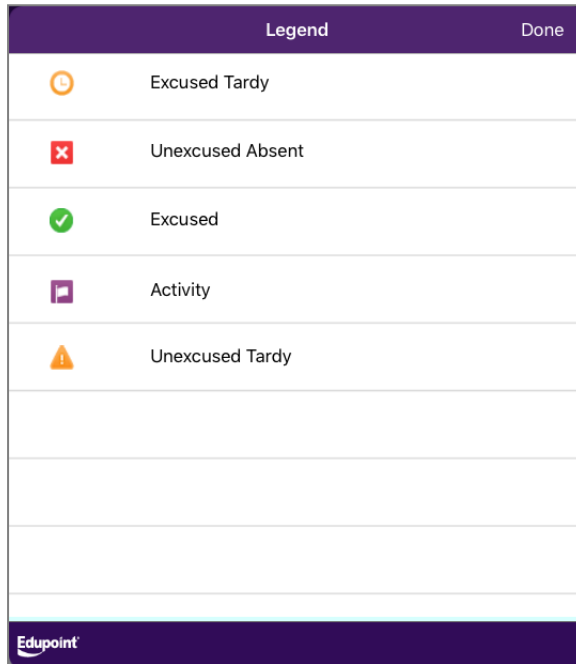


ParentVUE Attendance Screen

Tap a day to view more detail.

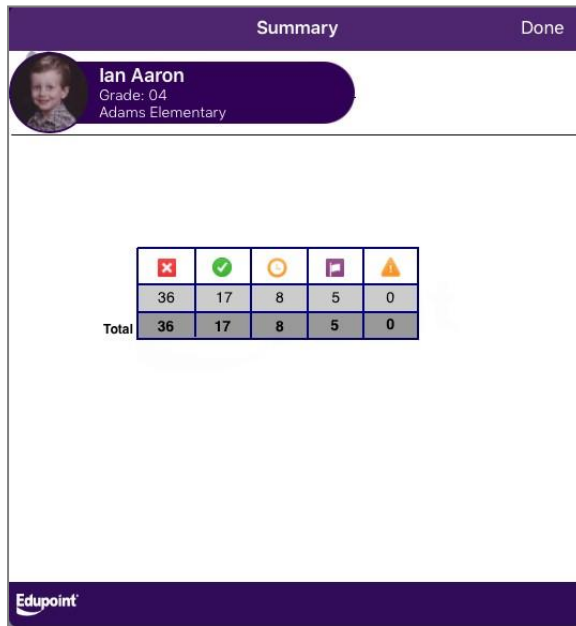
Tap the Email icon to email the instructor.

Tap **Legend** to view descriptions for the icons used on the Attendance screens.



ParentVUE Legend Screen

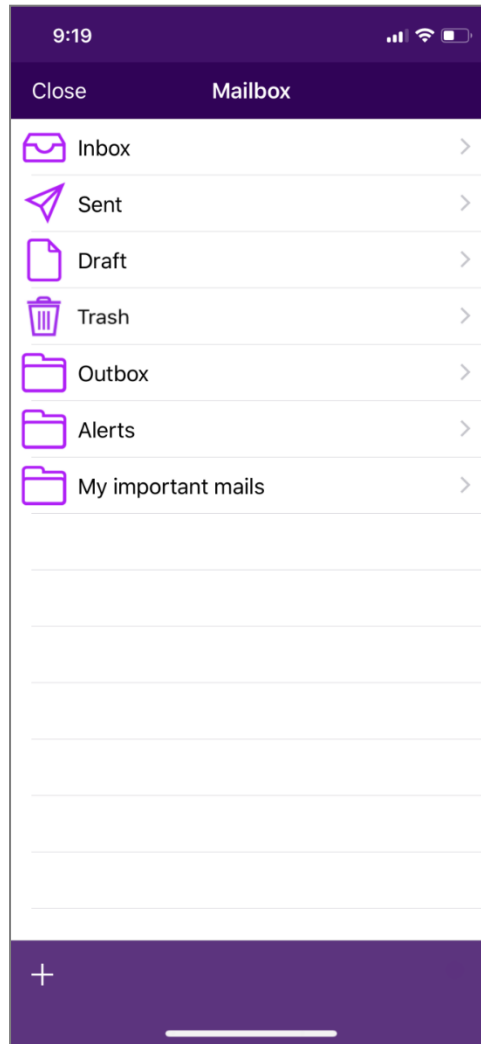
Tap **Summary** to view the Summary screen. This displays totals by period for each attendance reason.



ParentVUE Summary Screen

Synergy Mail

Synergy Mail allows parents and students to send email to staff. This functionality is only supported in ParentVUE 2.0.



ParentVUE Mailbox Screen

Acknowledgements


Acknowledgments requiring a signature display after the parent logs in to ParentVUE. The Acknowledgement screen displays after the parent or student logs in.

Acknowledgement 1 of 1:

Please take a moment to read through the Edupoint School District's Uniform Code of Conduct. Parents are encouraged to discuss the contents with their children to ensure the students understand the expectations of behavior.

These guidelines are subject to change. Parents will be asked to review the Code of Conduct and agree to it each year. If you have any questions, please contact your school principal.

To view this document, click here:


[Updated Code Of Conduct](#)


To sign, please type in your full name:

Signature:

Yes, I have read the document.

ParentVUE Acknowledgement Screen

Enter your full name or click the parent name on top to populate the signature name of the parent in the field.



The currently logged in parent name displays on top.

Acknowledgement Signature

Acknowledgement 1 of 1:

Phillip Aaron

Please type in your full name or click your name above to sign:

Yes, I have read the document.

Cancel

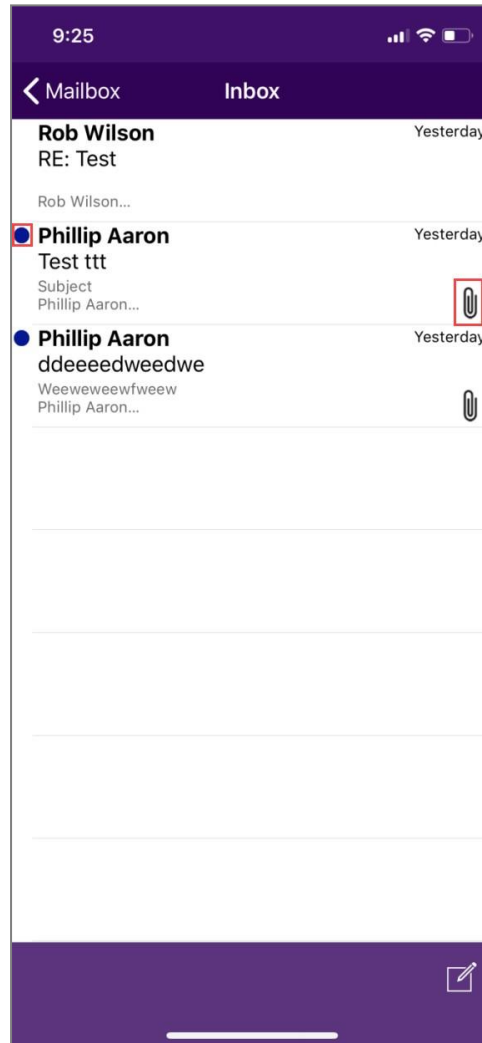
ParentVUE Acknowledgement Signature Screen

Viewing Synergy Mail



Both the iOS and Android versions of the ParentVUE mobile apps support Synergy Mail. The following images display the iOS version.

- A circle icon displays next to unread messages.
- Emails with attachments display a paper clip icon.
- You can only delete messages after moving them to the **Trash** folder.



ParentVUE Inbox Screen

Icons for Synergy Mail are:



Synergy Mail Icons

- The **Settings** icon allows you to create signatures for both new messages and replied to/forwarded messages.
- The **Flag** icon marks a message as *Read* or *Unread*.
- The **Folder** icon moves the current message to the *Inbox*, *Sent*, *Trash*, *Alerts*, or custom

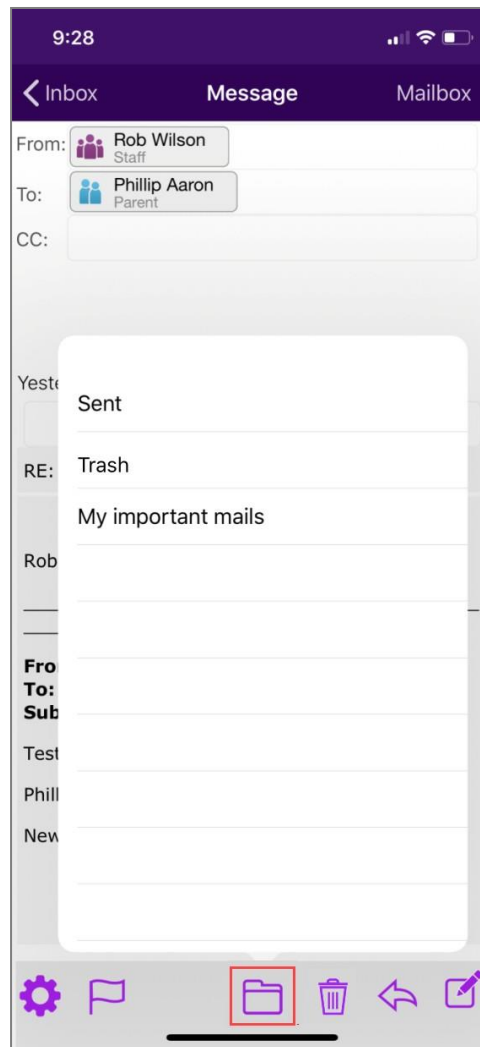
folders, depending on the folder in focus.

- The **Trash** icon removes messages.



The icon changes to **Delete** when viewing the **Trash** folder.

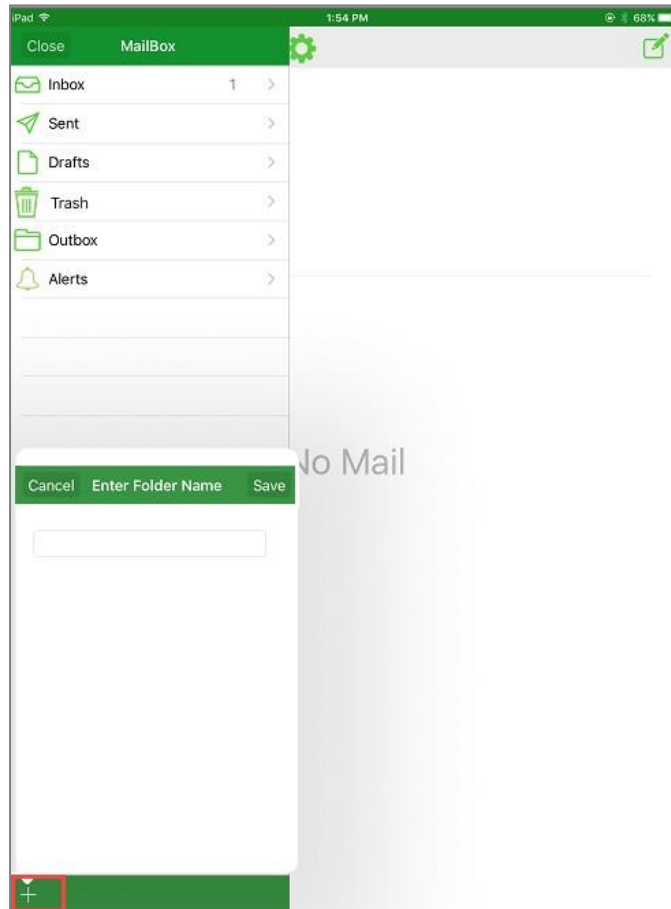
- The **Arrow** icon replies to or forwards messages.
- The **Edit** icon opens the New Message screen.



Message Screen, Folder Detail

Creating Folders

1. Tap the **+** sign in the bottom left corner in the iOS version or tap **Folder** at the top right corner in the Android version.

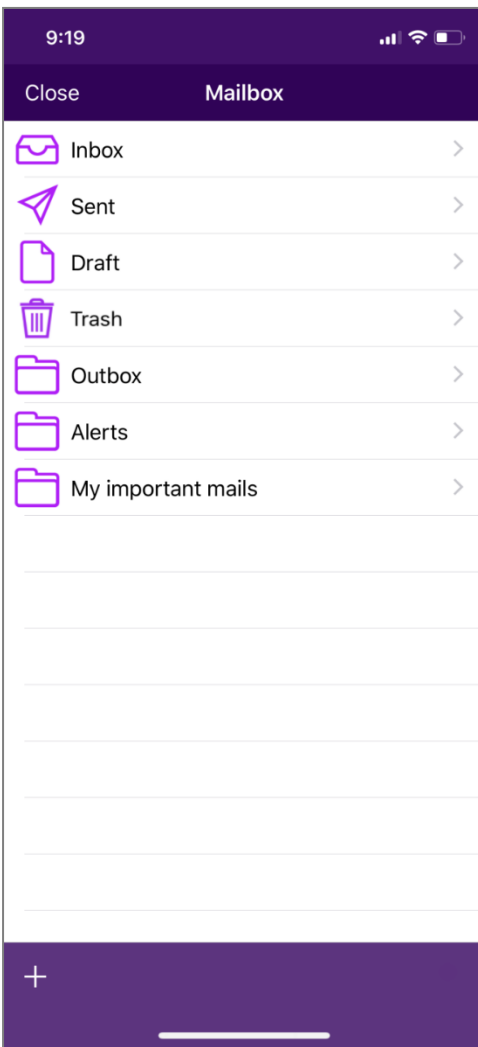


StudentVUE Synergy Mail Screen

2. Tap **Create New Folder**.
3. Enter a folder name.
4. Tap **Save**.

Composing Messages

1. Tap the bar at the bottom of the screen to select a student to focus to and access the icons.
 - Select a student to focus to in ParentVUE.



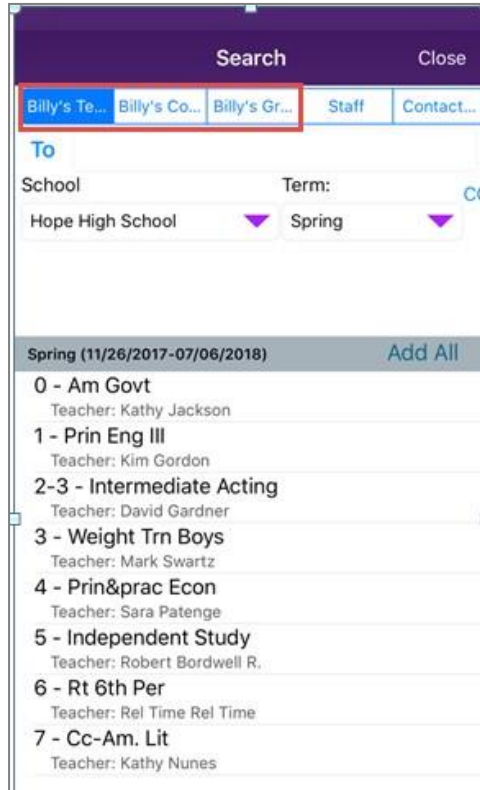
ParentVUE Mailbox Screen

2. Tap the **Inbox** and tap the **Arrow** to reply to a message or tap the **Edit** icon in the bottom right corner of the mailbox screen.
3. Tap **To**.
4. Locate the recipients to add.

ParentVUE – The student's **Teacher**, **Counselor**, and **Groups** display with the name of the student in focus.

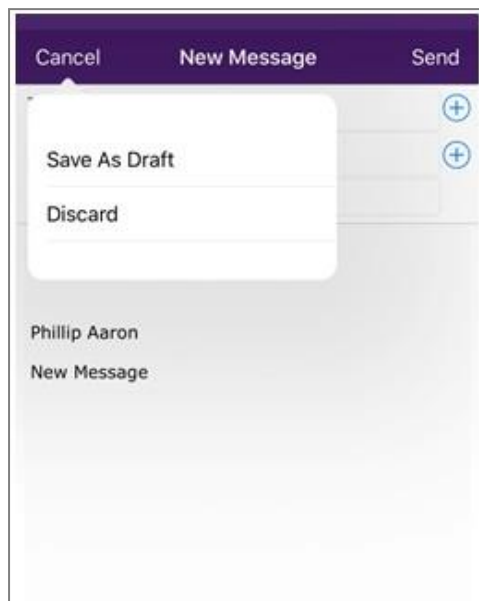


In the Android version, the recipient screen displays options for student's **Teachers**, **Counselors**, **Groups**, **Staff**, and **Contact Lists**.



ParentVUE Search Screen

5. Tap **Send** to send the message or tap **Cancel** to save the message as a draft or discard it.



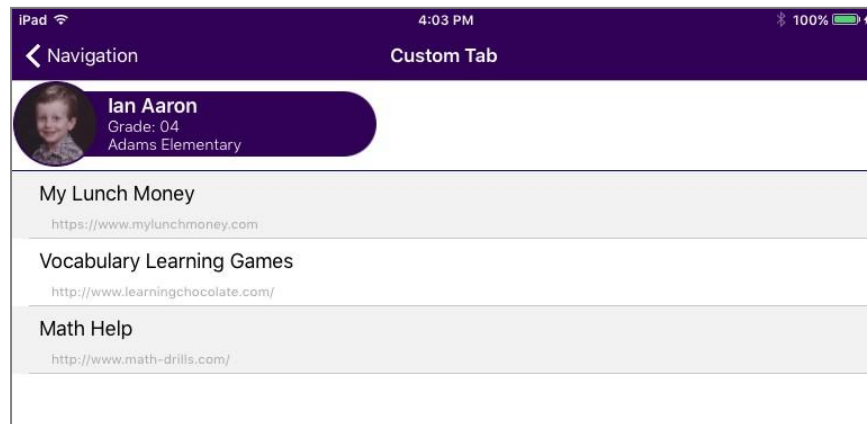
ParentVUE New Message Screen

Viewing Custom Tabs

Custom tabs contain links selected by your district to support the educational community. Tap a link to view the information.



The district defines the name of your tab. Links can include academic support sites or sites that manage cafeteria costs.



ParentVUE Custom Tab Screen