



The Model School Parent Portal / Parent App

User Manual 2018-2019

Your children's education and progress is of prime importance. But is busy schedule getting in your way? If yes, worry no more. Now track your children's progress conveniently from your system / mobile through our parent portal .Have more than one child studying at the same institution? No issues, this portal can handle multiple profiles in one account.

- Simple, easy to use interface
- Single account for multiple children.

Features:

- **Attendance Tracking:** Check your child's attendance.
- **Fee Tracking:** Track fee due dates always at your fingertips
- **Circulars:** To retrieve schedules, time tables, circulars, etc
- **Results:** Track semester-wise results (grades) for all subjects.
- **Assignments:** Track assignments status of your children.
- **Study Materials:** Download study materials of your children.
- **Communication centre:** Better communication between parents and teachers means getting closer to the child

Login:

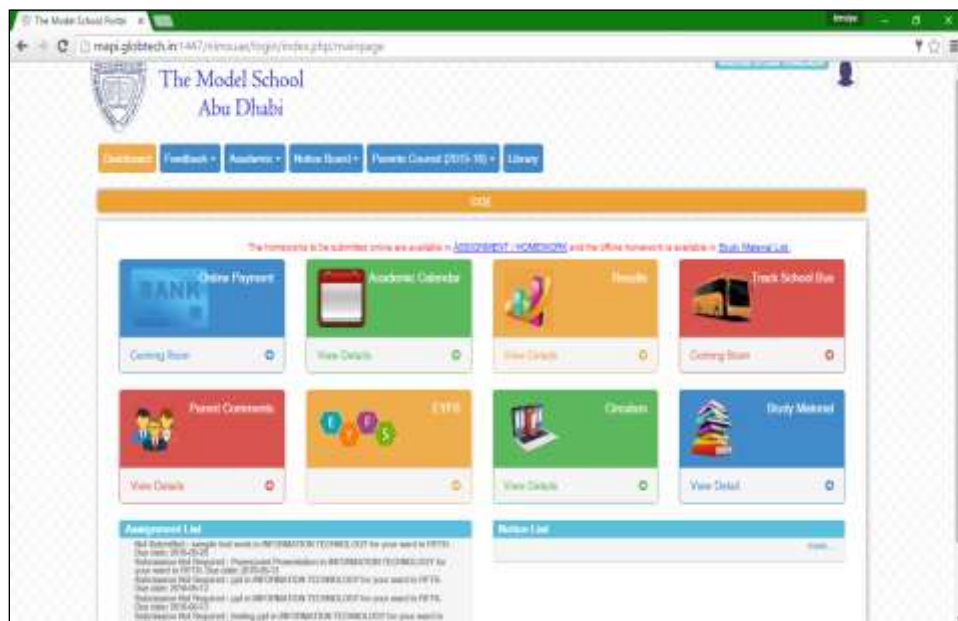
Step 1: Go to our school website www.themodel.ae



Step 2: In center of the website you can find Student Portal

Step3: Enter username and password for your child provided by our school.

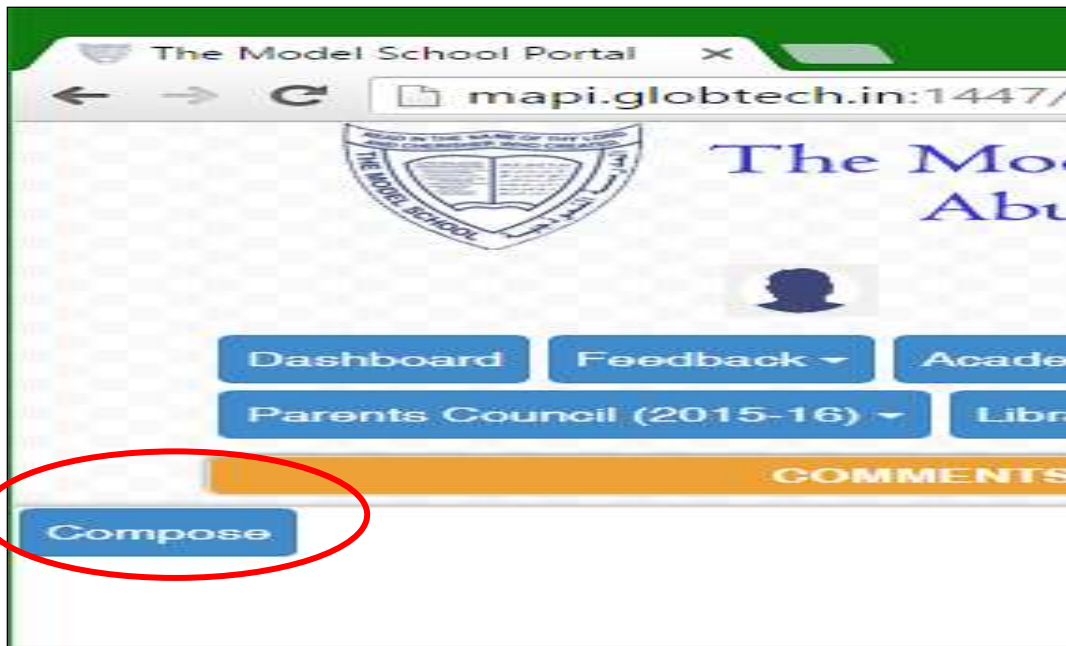
Step 4: Now you will be able to see the home page like shown below.



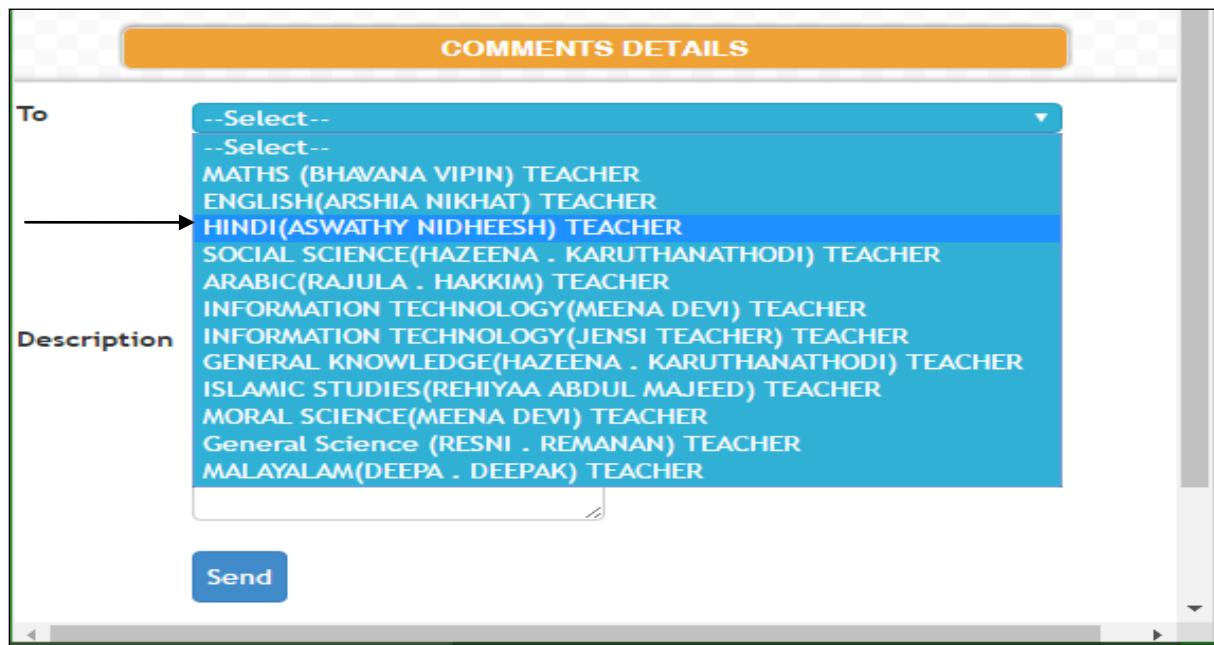
1. Procedure for Parents – Teachers communication

Step 1: Click on **Parent Comments** tab from the home page.

Step2: Click on **COMPOSE**



Step 3: Choose the **Subject teacher** to whom you want to send the comment.



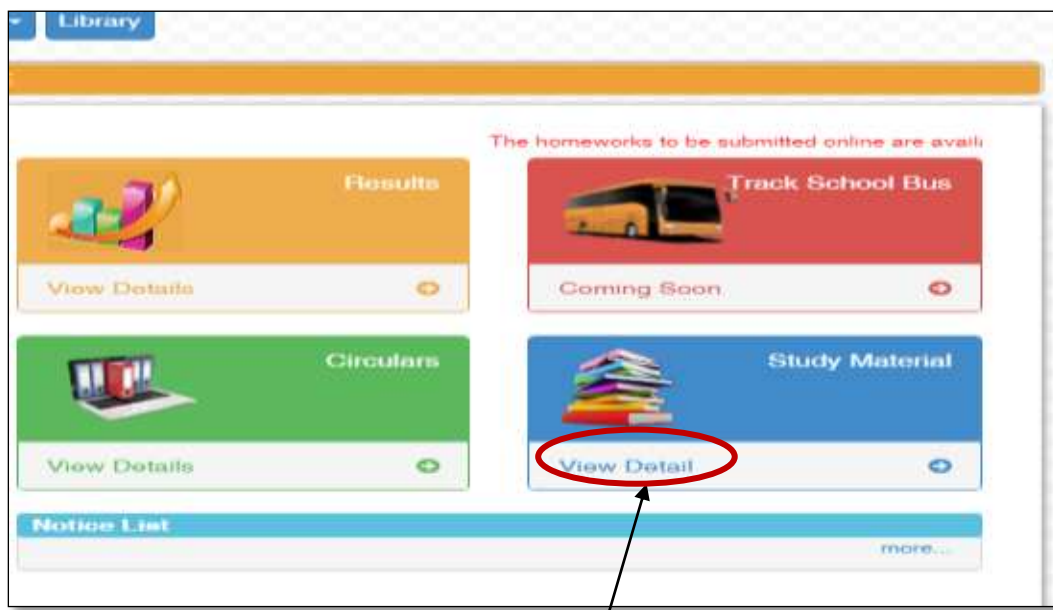
Step 4: Write in the **description** box



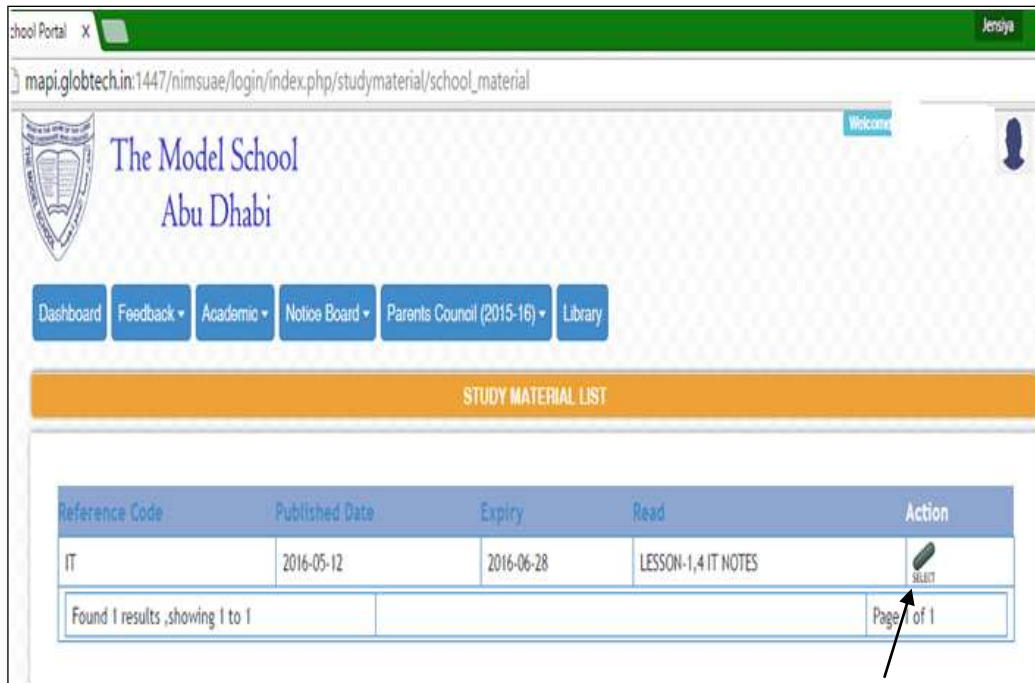
Step 5: Click **Send**

3. Procedure for Downloading Study Materials

Step 1: Click on study material → [View detail](#) as shown in below fig



Step 2: Now you will be able to view the study material as list



Step 3: Click on → action button  as shown in the above figure.

Step 4: Now you can able to see the detailed study material in pink column



Step 5: Now by clicking on the attachment file, you can able to download the study materials.

PARENTS APP

As part of our mission to keep in touch with parents 24x7, we are pleased to inform the launch of user friendly 'Model School AUH Parent App' through which the parents are able to track the attendance, study materials etc. and get information about circulars, assessment results etc. at your finger tip, wherever you are. The app developed in android OS is available for downloading in the play store or from the link given in the school website www.themodel.ae You can logon to the App using the current username and password issued for parents' portal.



Step 1: Login Parent App using your ward's Username and password issued by our school.

Step 2: Home Page of Parent App.

✓ **By clicking each icon you can view the details of your ward.**



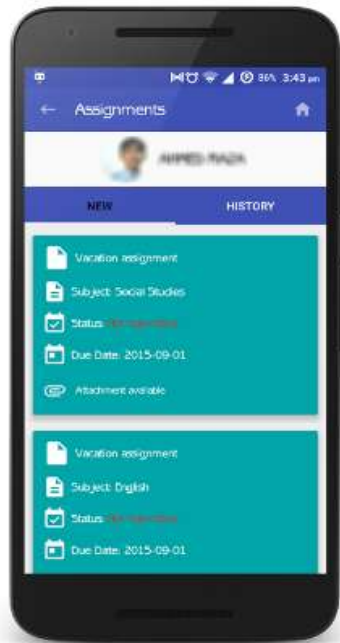
Step 3: Click on Attendance tab from Home Page

✓ **Check your wards daily Attendance**



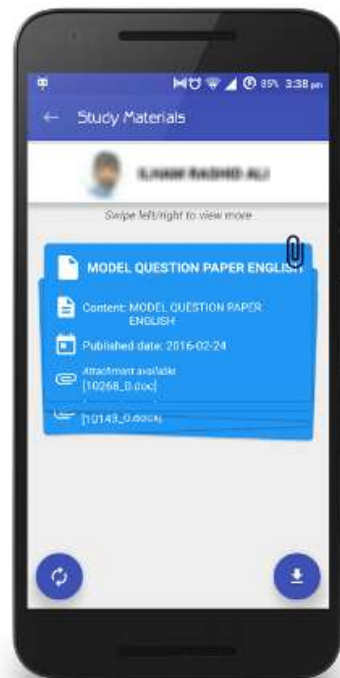
Step 4: Assignment

You can view the homework for your child and then submit the homework here



Step 5: Study Materials

✓ Here you can download your ward study materials.



Step 6: In Fee tab, you can view if there are any due fees or not.



**For any technical support mail to
it@themodel.ae**