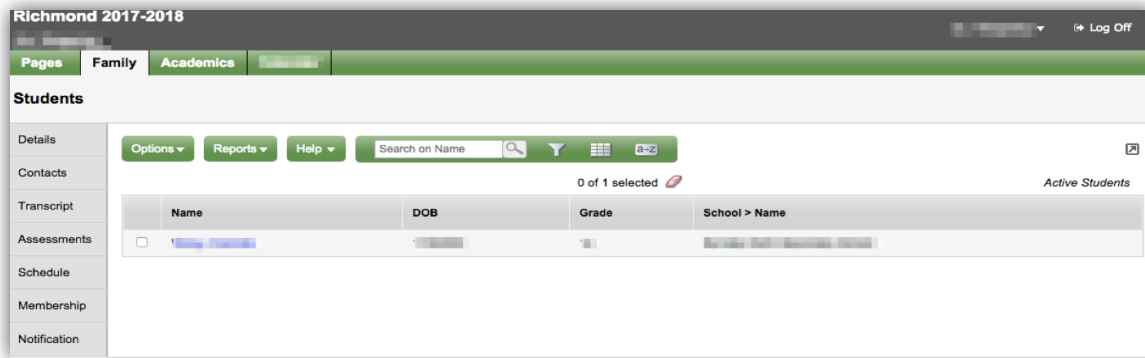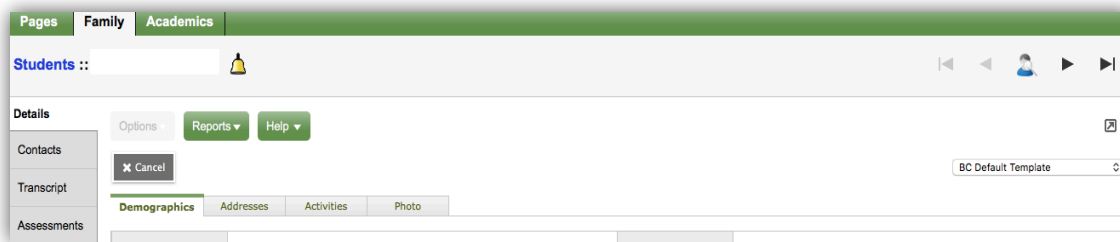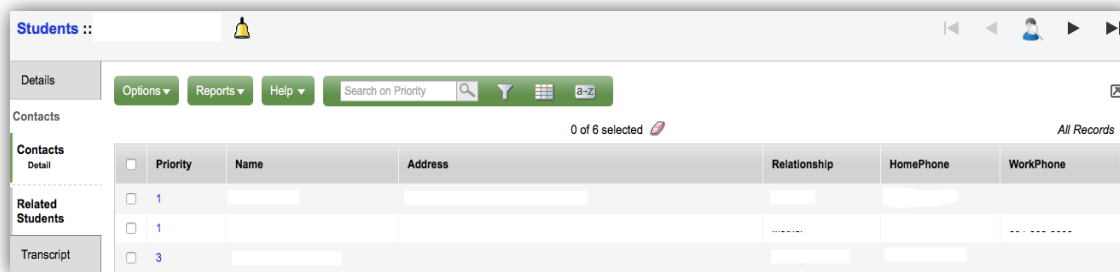## Family Top Tab

This tab contains your child's demographic details. Each **Side Tab** contains specific information. If you have more than one child, the Family top tab will allow you to select which of your children you are viewing. Using the checkbox beside the student name, click on the available side tabs to see details about the student you selected.

***Details*-side tab** shows basic information including demographics, physical and mailing addresses, and the most recent photo of your child.
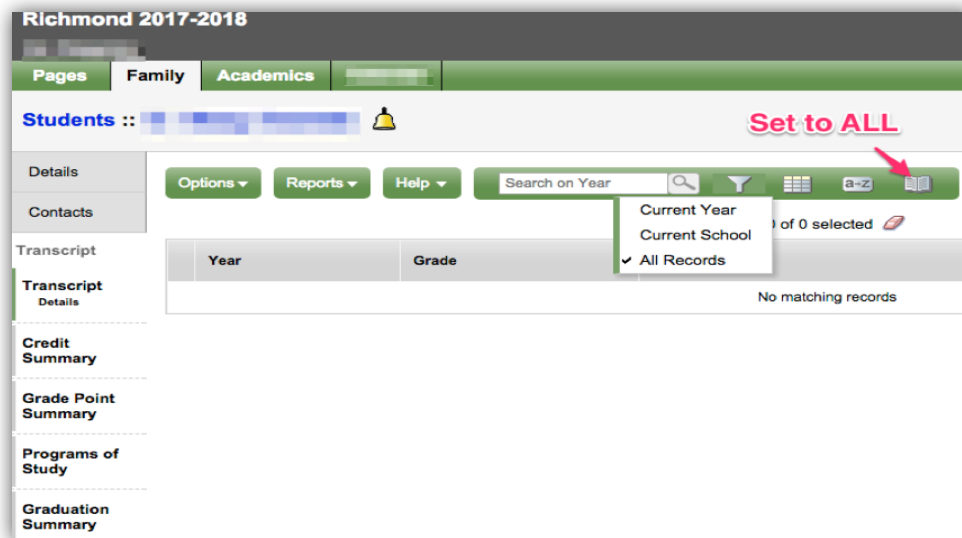

***Contacts*-side tab** shows the parent/guardian(s) and emergency contacts, addresses and relationship to the student(s). Please check this and inform the school of any changes.
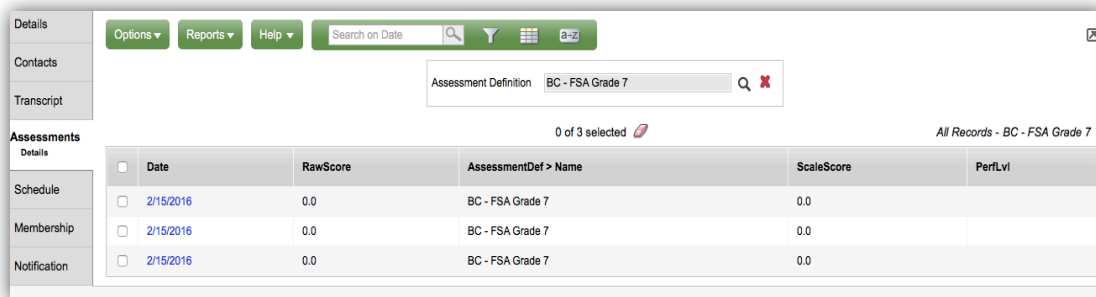
Family Top Tab

Transcript-side tab includes class marks from current and previous years. In order to move between different sets of information you will need to use the Menu and Filter to adjust what information you are looking at. See below:

- Change the **Dictionary Menu** 📖 to **All** in order to view all records.
- Set the **Filter** ▽ to **All Records** or **Current Year** depending on what you'd like to see.
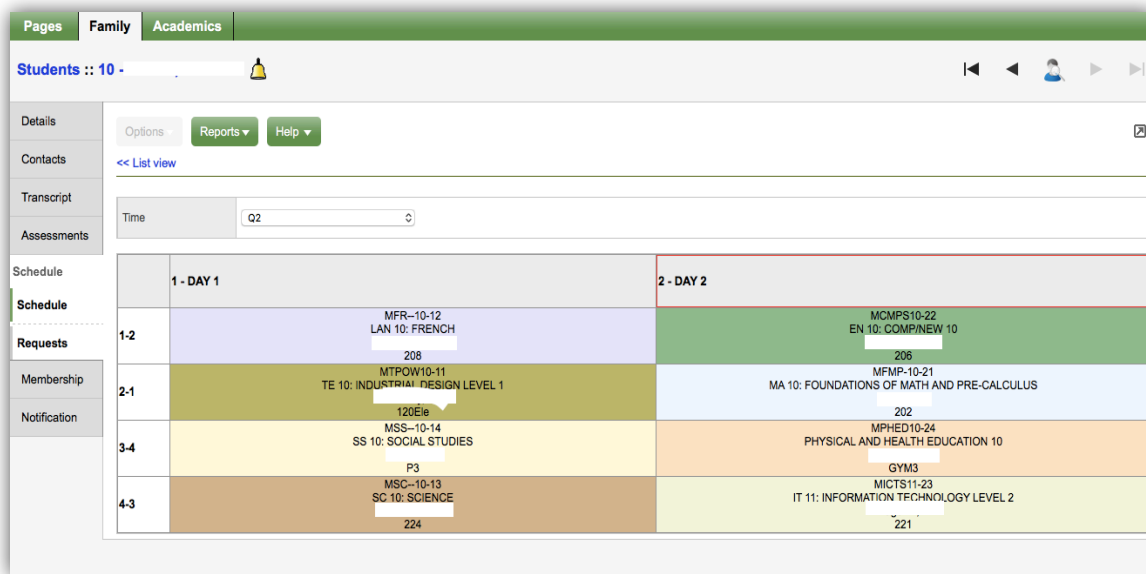

Assessments-side tab currently contains provincial assessments like FSA, Grad Numeracy or Provincial Exams. You can filter the assessments by using the search window and spyglass feature:

NB   The raw score/learning standard, for each assessment, can be found by selecting the blue date linked to the assessment.

Family Top Tab

*Schedule-*side tab shows your child's current courses. There are two ways to view the schedule: List View and Matrix View. You can toggle between the two views using the **<<List view** and **Matrix view >>** options at the top left of the screen. Here you can see the class rotations, periods, teachers, and courses for the current school year.

*Requests-*side tab contains course Requests for the next school year and a **Graduation Progress** summary. *Note that this tab is only accurate during the course request and schedule building period which generally begins in January of the current school year.*

*Membership-*side tab shows your child's **Enrollment** history as well as the **Schools** they may be cross-enrolled to. The **Programs** sub side tab also displays any programs that your son/daughter may be enrolled in (ie. Core French, Career Prep, Student Services). Groups, School Choices and Waiting List tabs are not used.

*Notifications-*side tab is not currently in use.