

# Homework<sup>4</sup>

online student planner



## Parent/Guardian Guide

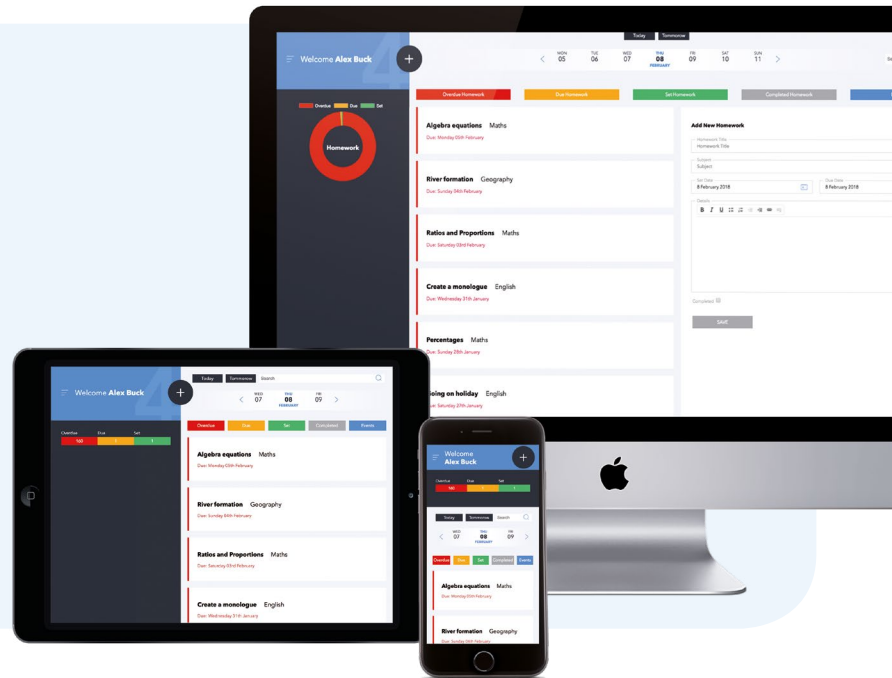
[homework4.co.uk](http://homework4.co.uk)

Homework4 online student planner created by Concept4



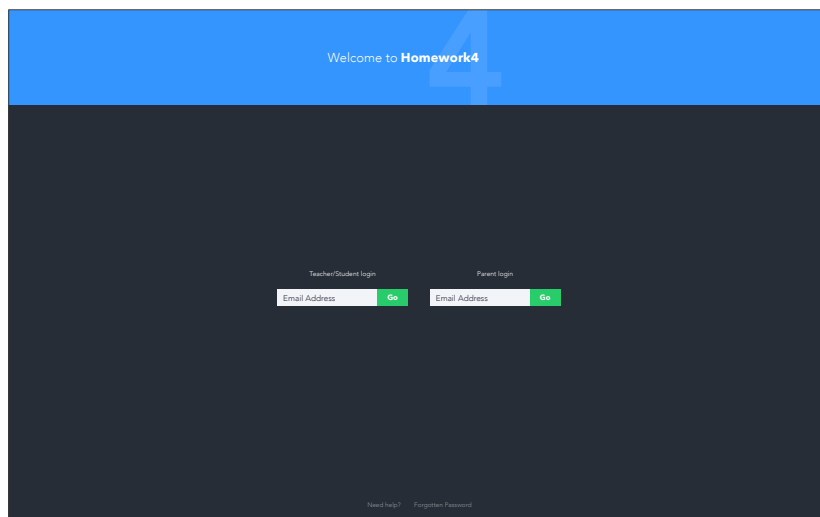
Homework4 is a simple, quick and effective tool to combat homework issues in school. Available as a mobile app for iOS and Android or via any internet connected web browser you will find our system is highly intuitive and easy to navigate.

Parents/Guardians, you can browse timetables and homework, with reminders for due, overdue assignments and tasks as well as view attendance, merits, sanctions and achievements. With Homework4 you will feel more engaged in supporting your child and their school.



## Login to Homework4

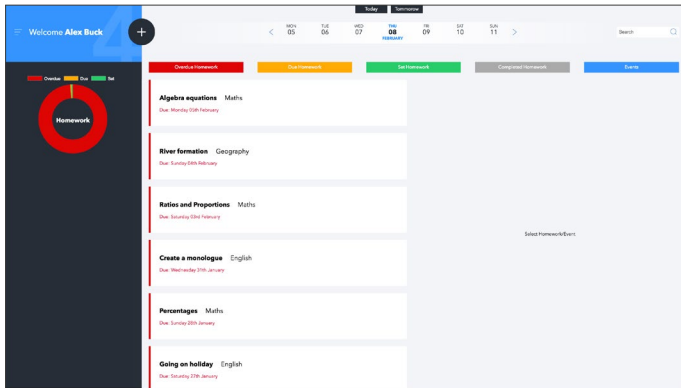
Access your school Homework4 system with the log in details provided to you by your Homework4 team leader within the school. If you're unsure what your log in details are contact the school IT administrator.



## Let's get started...



## Dashboard



Here you can see an overview of your child's homework. Click the 'menu' button (top left) to access all areas of the Homework4 system:

- Children - if you have more than one child attending school
- Homework
- Timetable
- Parent Portal
- Messages
- Logout

Your child's latest unread messages are displayed in the left hand column.

Display your child's homework in a weekly calendar view by selecting the 'Week' button.

Use the date carousel to display homework due.

Use the 5 coloured blocks to filter homework results.

Click on a piece of homework to view all details.

**TIP** If you've more than one child at school use the menu to swap between children.

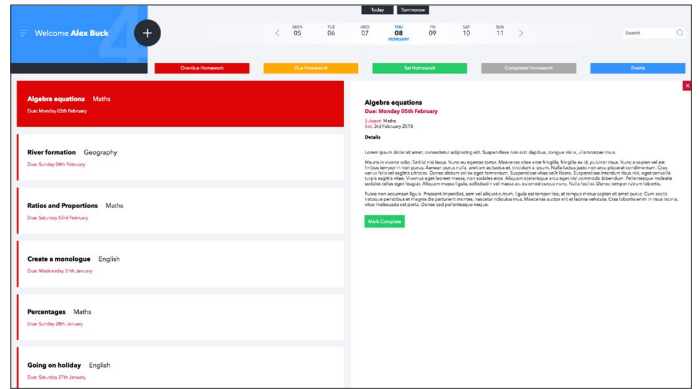
## Homework

Here you can see an overview of your child's homework and events within the Homework4 system.

The 5 coloured blocks can filter homework into the categories below:

- **Overdue Homework** - homework that's gone past its due date
- **Due Homework** - homework that's active and due to be completed

- **Set Homework** - homework that's been scheduled or is active
- **Completed Homework** - an archive of all completed homework
- **Events** - personal reminders



Display your child's homework in a weekly calendar view by selecting the 'Week' button.

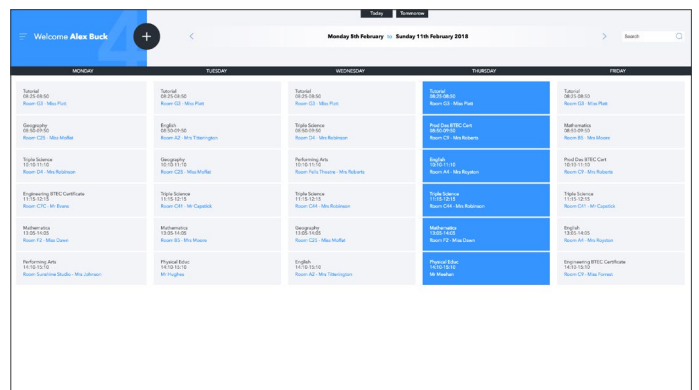
The date carousel is used to show homework due or set to become active on a specific date.

**TIP** Search for homework by using the system wide search.

## Timetable

Here you can see the lessons in your child's timetable.

Use the date carousel to change the timetable date range





## Parent Portal

Here you can view your child's attendance, behaviour and a list of teachers.

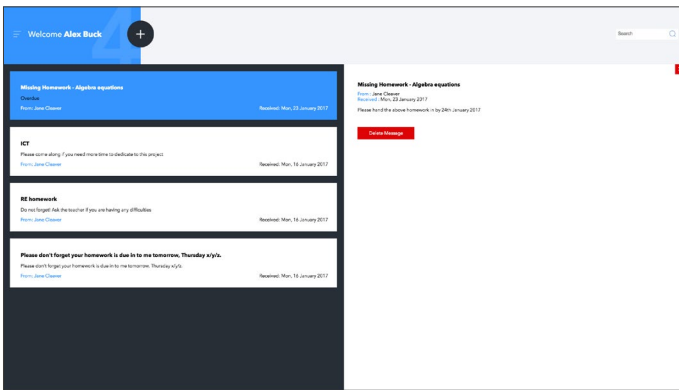
### Attendance

- View your child's attendance summary as a chart
- View your child's monthly attendance in detail

### Behaviour

- View your child's behaviour summary
- View your child's rewards and sanctions in detail

## Messages



Here you can view messages sent by your child's teachers.

A marker is displayed on the left to indicate if a message is new and hasn't been read.

Click on a message to view all details.



**Messages can be deleted by clicking the message and clicking delete.**

## Common questions and answers

### Q: Is there a cost associated?

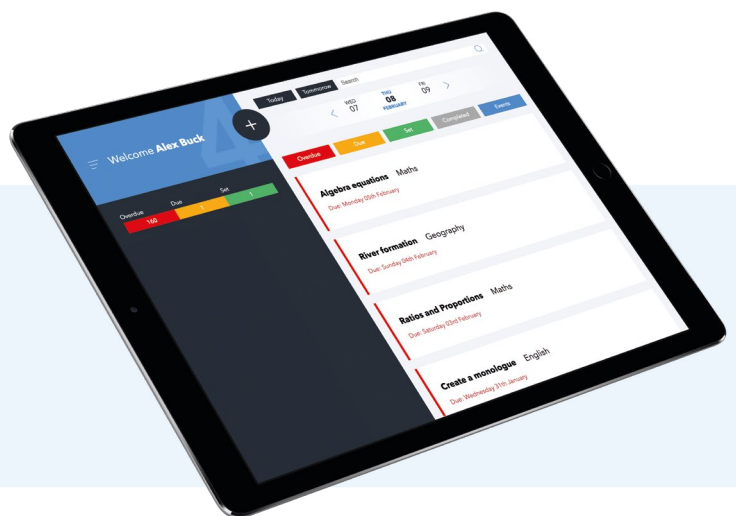
**A:** No, Homework4 is completely free to download for Apple (from App Store) and Android (from Google Play). The school will provide log in details to the system and away you go.

### Q: Does my child need a smart phone or tablet to be able to use Homework4?

**A:** No, Homework4 is available as both a web and app solution, meaning it can be accessed from any internet browser as well as smart phones and tablets.

### Q: How safe will my child's information be?

**A:** Homework4 has SSL data encryption and is fully compliant with GDPR legislation so your child's data is completely secure.



**Homework4 is really easy to use, but if you do have any problems using the system, please contact your school IT administrator.**