

## Parent Portal

ePortal provides parents and guardians of learner's with key information from within eTrackr



If this is the first time you have logged in you will be asked to provide your name, address, an email address and telephone numbers. These will be used for security and for password recovery in case you forget the details. Enter the details and then click 'Update Details'.

If you need to update your personal details at any time, you can do so by clicking the 'My Account' hyperlink in the top right-hand corner. The Log out button will also be located there.

### **Traffic Lights (Red-Amber-Green):**

eLights provides a colour-coded graphic based on a traffic light system. A red, amber or green light indicates stages of 'risk' based on a range of factors including attendance, work rate and causes for concern.



If a green light shows, it may also contain a letter – G for good, E for excellent and O for outstanding.

There are many factors that contribute to why a traffic light may display a certain colour. You can find out further information by hovering your cursor over the traffic light. A text box will now appear, explaining which factors contribute to the colour that is shown.

### **Prior Qualifications:**

In the learner view, you will see a grid showing the learner's prior qualifications achieved before enrolling on their current courses.

Essentially, this data is used by eTrackr to calculate the appropriate target grades for the courses the student is currently taking, and to monitor the progress made during the time at college (the 'value added' by the college).

### **Current Performance:**

This section contains information about the learner's current progress and achievement. You will see a list of all the courses the student is enrolled on and the units they contain. Scroll down the screen to see all the courses.

#### Current Performance ?

Collapse

COURSE	Status:	ITG:	ATG:	View Results
21/22A-CH005613: Sports - Certificate		M	P	
<hr/>				
UNITS	Status:	Perf:	Act Grade:	Assessment Dates
J/615/7767: Improving own Employability Skills		N/A	-	
UTG: - Target Points: 15				

### **Disciplinary:**

This box will show if the learner has reached any of the disciplinary stages that the college follows.

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### **Cause for Celebration and Cause for Concern (CFCs):**

If the learner has been issued with one or more Cause for Celebration or Cause for Concern, this will display on eTrackr. However, you will not be able to see the specific comments. You should contact the tutor for further details.

#### CFC ?

Cause for Celebrations: 0

Cause for Concerns: 0 (0 unresolved)

#### Disciplinary

**Current Stage:** Not on disciplinary measures

Show History

### **Attendance:**

Within the learner view, you will see some information about recent attendance:

- Attendance refers to the percentage of lessons the learner actually attended and includes times they were late.
- Authorised Attendance, = attendance + authorised absence. An example of an authorised absence would be missing a lesson to attend an interview. Therefore, the authorised attendance may be greater than the actual attendance.
- Lateness refers to the number of times the learner attended a lesson but was late.
- Punctuality refers to the number of times the learner was on time to a lesson as a percentage of the total number of lessons that the learner attended.

### **Work Experience:**

eTrackr allows you to see details of the work experience that the learner has undertaken. This appears at the bottom of the learner's screen.

On certain courses, there is a requirement to complete a set number of hours of work experience. In this case, the number of hours will appear at the top left-hand side of the grid.

Total Hours:  Logged Hours: 0 Verified Hours: 0 Remaining Hours: 0 ?

Show Detail

Company Name	Date Range	Job Title	No. Hours	Type
No records				

### **Message Teachers:**

You can get in touch with tutors via an email directly from this section.