

PARENT

#### WHAT IS PARENT PORTAL?

The Protrack Parent Portal is a secure online website that creates a better partnership and dialogue between parents and the school. It is equipped with a communication tool to allow parents and the school to relay messages between each other. This will also serve as a medium for parents to know their child's progress and for the school to

### PRODUCT REQUIREMENTS

- An internet connection with at least 5 Mbps
- ➤ An internet browser (best viewed using the latest Google Chrome)
- ➤ A desktop computer/laptop/ notebook/tablet, or smartphone connected to internet.

### Secure

a. Dedicated school personnel

access for site administration and maintenance b. Dedicated parent's access for viewing their children's information as well as the school's activities

# User Maintenance

a. Assigned school personnel have access to view, delete and reset passwords of users

# Announcement

a. Parent venue for getting the latest updates from school

b. School's venue for broadcasting information to parents

## Viewing of Report Card

a. Convenient, socially-distanced way for report cards distribution to parents

b. Parents can view the report cards of their children from the comfort of their home

# Communication / Notification

 a. Parents and school personnel can communicate with one another through the portal

### Online Appointment

a. Schools can post available schedules for consultation meeting with their school personnel

b. Parents can choose their preferred schedules for the available school personnel they want to talk to.

### SOA Viewing and Payment Reminder

a. Parents can view their Statement of Account (SOA)

b. School personnel can send a reminder to parents regarding their balances

### School Calendar of Activities

a. Activities of the school will be made available for the parents here

#### Online Attendance

a. Students can record their time in and time out.
b. Parents can view the attendance of their children.

c. Schools can view the attendance of all students.