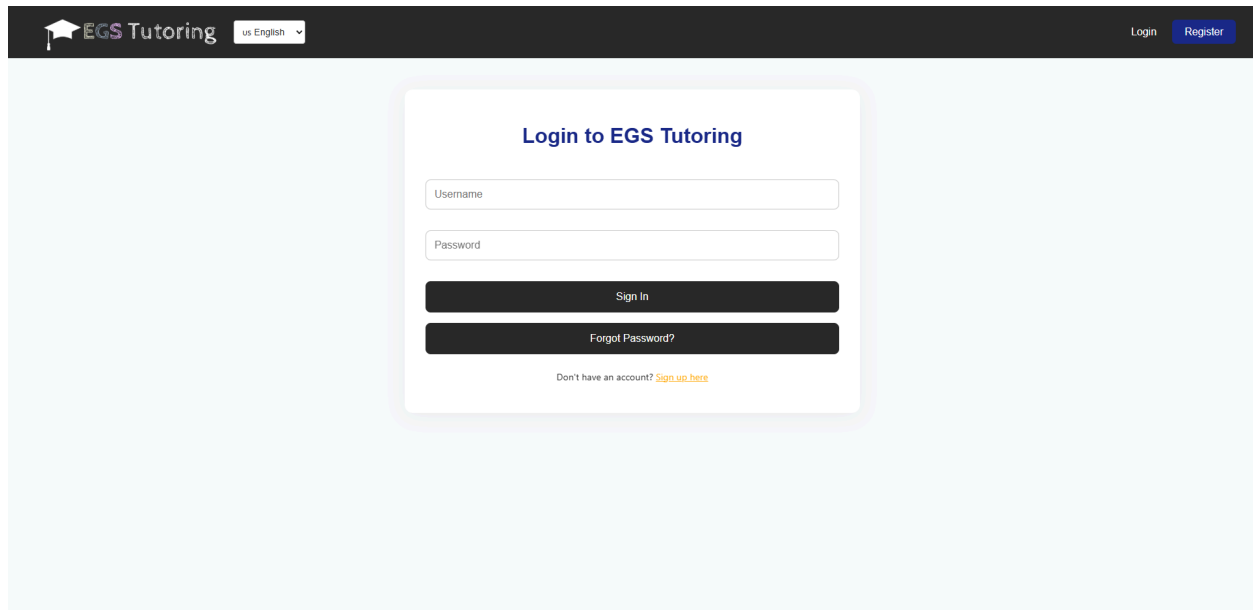


1. **LANDING PAGE:** The first page you will find upon opening our website. Feel free to read a bit of what we offer, and once you are ready head on over to the login page.



2. You should have had your login information given to you in your email. Enter it here.



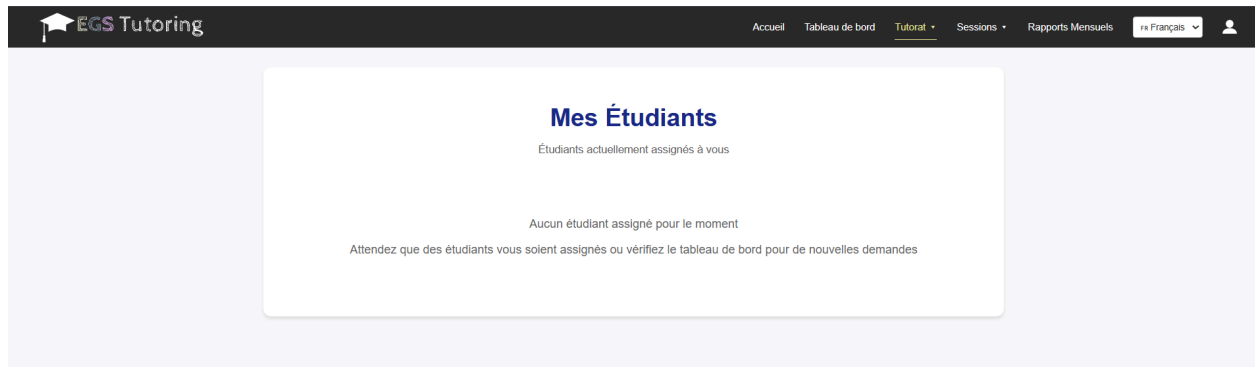
3. Logged in, you will see a home page with all of your most relevant information, including: Recently logged hours, current students, announcements, scheduled hours, your uploaded documents, monthly reports due, notifications, recent parent tutoring requests, and recent payment transfers.

The screenshot shows the EGS Tutoring home dashboard. At the top, there's a navigation bar with the EGS Tutoring logo and links for Accueil, Tableau de bord, Tutorat, Sessions, Rapports Mensuels, and a language dropdown set to Français. The main content area is titled "Bonjour, Omar !" and shows "Vous avez travaillé 0 heure(s) ce ce mois !". On the left, there's a "Heures enregistrées" section showing 1 total hour for Jared Sikapi. Below that is a "Notifications" section with a welcome message. In the center, there's a "Événements EGS Tutoring planifiés" section with a prompt to connect a Google Calendar. On the right, there are sections for "Mes Étudiants" (0 active), "Mes Documents" (1 téléchargé), "Rapports Mensuels Dus" (Aucun rapport dû), and "Transferts de Paiement" (0 transferts reçus). A "Mini Plus" button is visible in the bottom right corner.

4. The Parent Dashboard is your most relevant page, it is where all parent requests are found. From here, press the “Reply” button to write a message and send it to the parent. **You only get to send one message so make it count!** Once the message is sent, your uploaded documents will be automatically sent with it. Parents will accept whoever is best suited for them child, so don't give up if you do not get a response.

The screenshot shows the EGS Tutoring Parent Dashboard. The navigation bar is the same as the previous page, but the "Tableau de bord" link is highlighted. The main content area is titled "Tableau de bord parent" and features a search bar with filters for "Toutes les matières", "Tous les niveaux", "Tous les services", and "Toutes les villes". There is also a "Rechercher par matière, descriptif" button and an "Effacer" button. Below the search bar, it says "Affichage de 0 sur 0" and "Aucune demande disponible".

5. Here you will find a list of all your students. When a parent accepts your reply, the student is automatically added to this page. You can see total hours worked, and request to leave the student if the fit isn't right for you.



6. Tutoring scheduling and how you want to handle your sessions are entirely up to you. Once you complete a session with a student, you log it here. **YOU CAN ONLY LOG HOURS IN THE SAME WEEK. YOU MUST LOG YOUR HOURS IMMEDIATELY AFTER COMPLETING THEM.** Any hours that are not logged WILL NOT count towards your pay (We can't guess how much time you have worked).

The screenshot displays the 'Finished a session? Log your hours' form. The header bar is identical to the previous screenshot, but the language dropdown is set to 'us English'. The form itself is titled 'Finished a session? Log your hours' and contains the following fields: a dropdown for 'Select Student', a 'Subject' input field, a 'Select Location' dropdown, a date field 'yyyy-mm-dd' with a calendar icon, 'Start Time' and 'End Time' pickers, and a text area for '(IMPORTANT) Describe how the session went.' A 'LOG HOURS' button is at the bottom.

7. Every month, on the first, you will be asked to fill up these tutoring reports, one per child. These are required as we hope to properly communicate tutoring progress to the parents. *Reports are only required if you have worked 3 hours or more with that student.*

