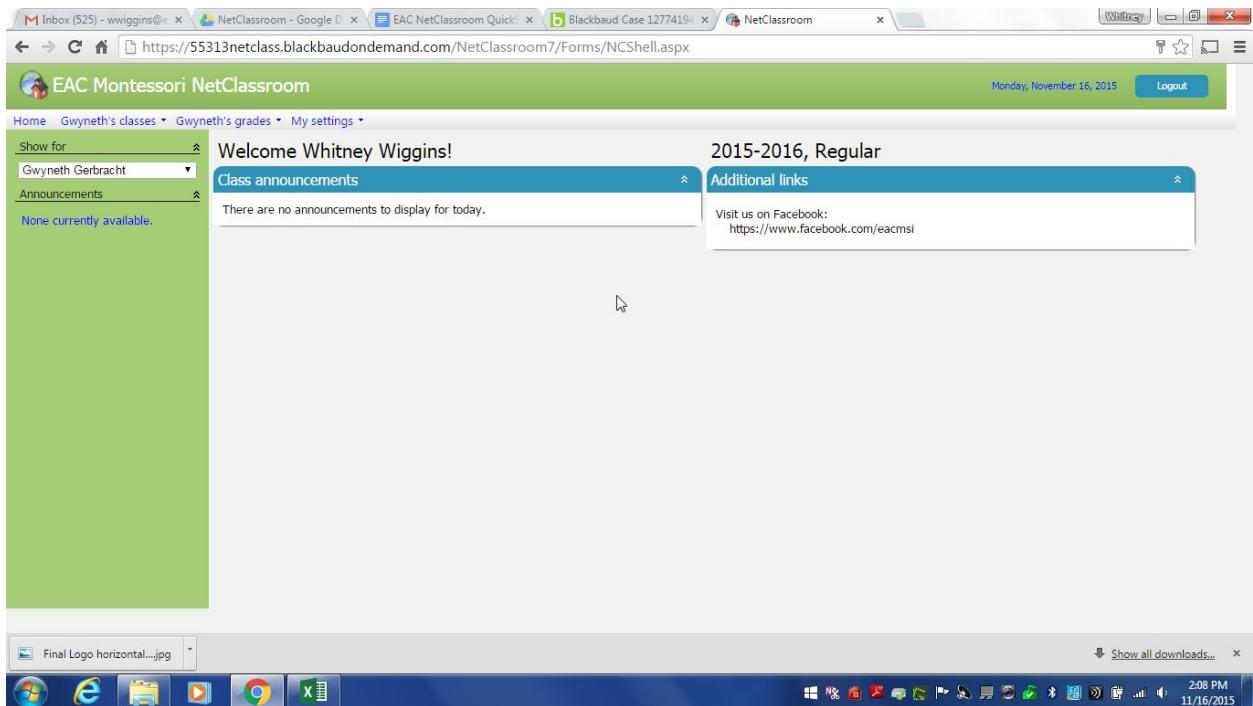


EAC NetClassroom QuickStart Guide

Welcome

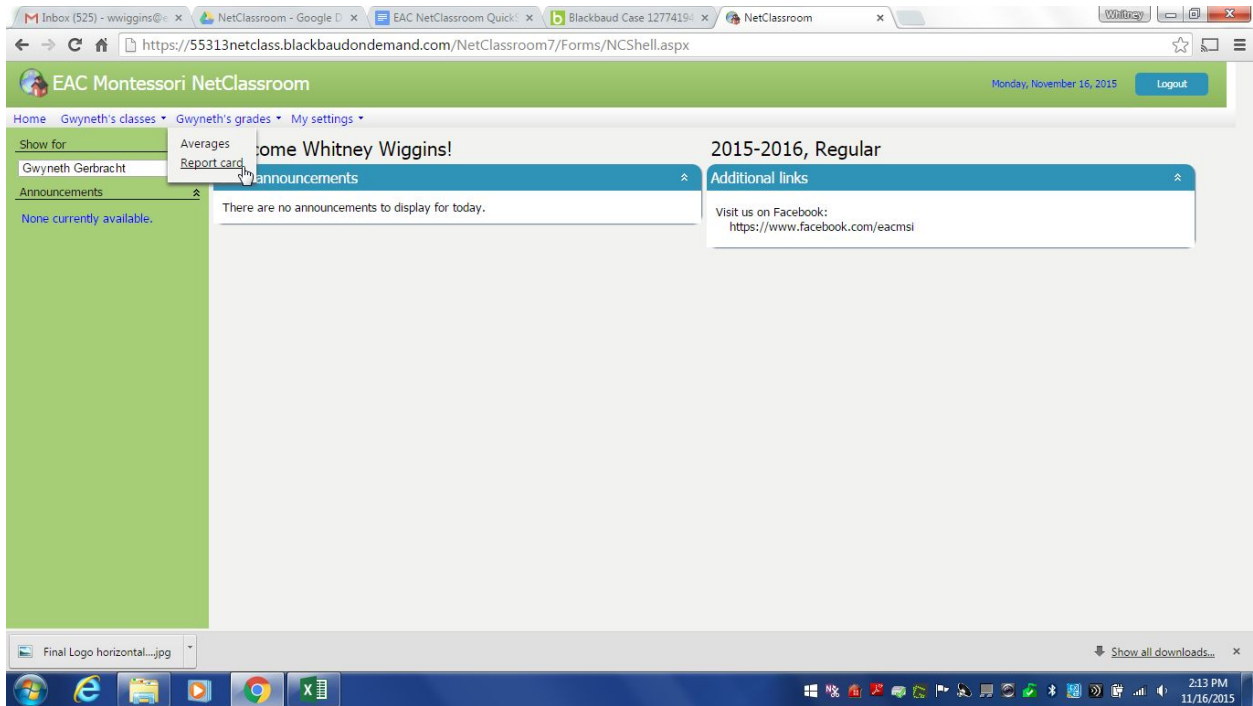
Login using the UserID and password provided in the EAC NetClassroom Announcement email sent to you on 11/16/2015

Your homepage will look like the screenshot below (except it will have your name at the center top and your child's name in the list on the left side of the page).

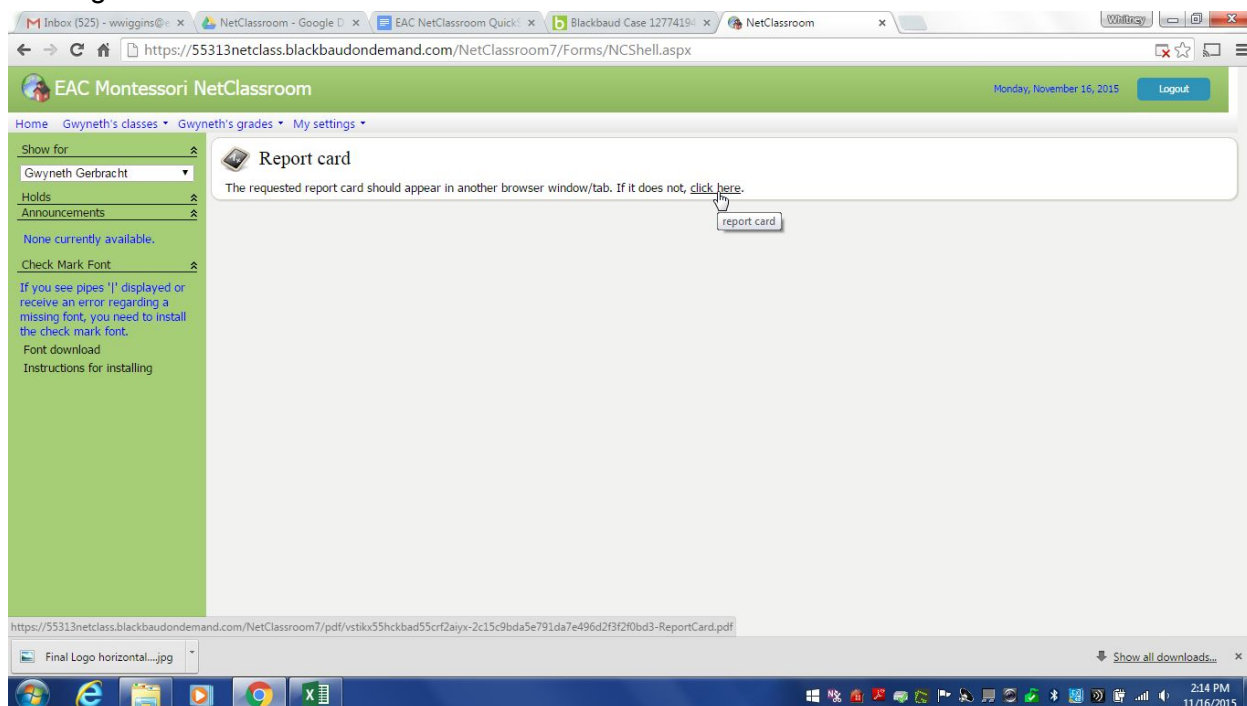


To view your child(ren)'s Report Form in EAC NetClassroom:

Place your mouse over the heading "{your child's name}'s grades" on the gray menu bar just below the EAC Montessori NetClassroom banner and then choose Report Card from the list.



The Report Form should display. If you have a pop-up blocker enabled, you might see a message similar to the one below.

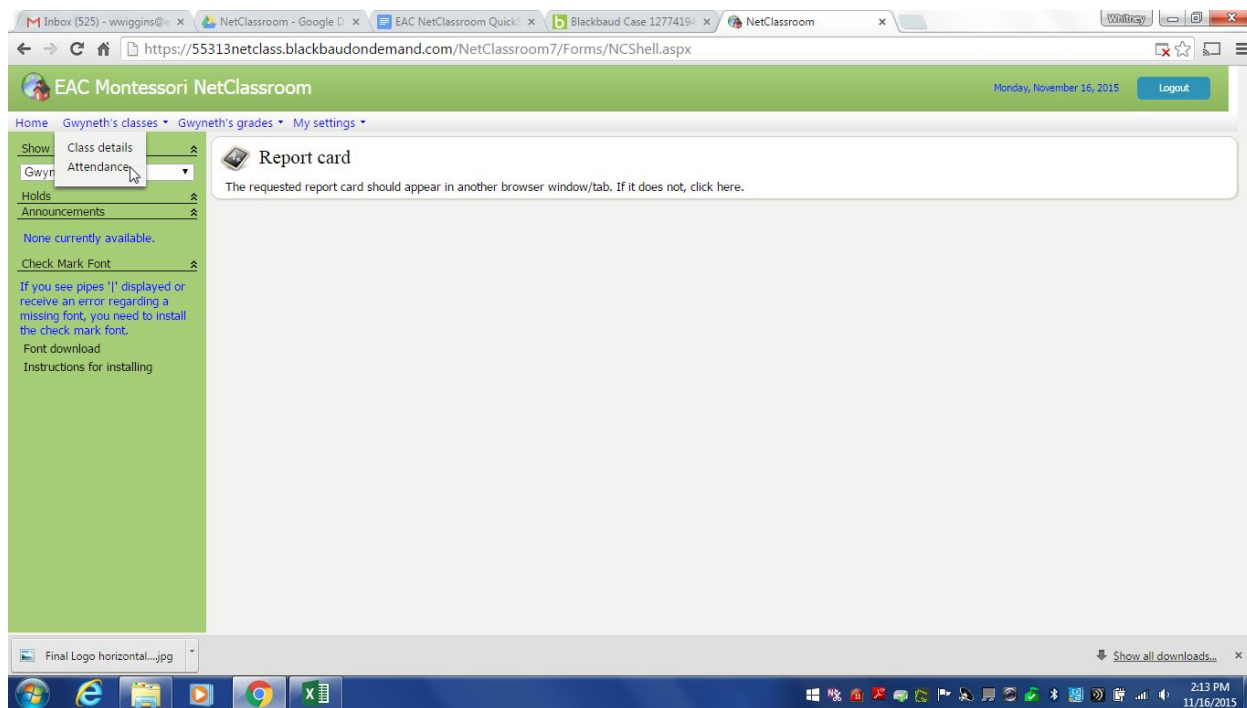


Click on the response message (where it says “click here”) to open the Report Form in a new tab.

If you have more than one child at EAC, choose the child you’d like to view in the list under the heading “Show for” on the left side of the page.

To view your child's School Attendance Record in EAC NetClassroom:

Place your mouse over the heading "{your child's name}'s classes" on the gray menu bar just below the EAC Montessori NetClassroom banner and choose Attendance from the list.



Attendance for the current academic year will display.

The screenshot displays the EAC Montessori NetClassroom interface. The main content area is titled "Attendance" and shows a table of attendance records for Gwyneth Gerbracht. The table has four rows of data, each representing a date and the corresponding absence type and reason. A "Total day equivalence: 1" is displayed at the top right of the table. The left sidebar contains navigation options and filters for academic year, session, and term.

Date	Absence Type	Reason
10/14/2015	Absence	FLDTRP - Field trip
10/15/2015	Absence	FLDTRP - Field trip
10/16/2015	Absence	FLDTRP - Field trip
11/9/2015	Absence - Full day	SICK - Illness

If you have more than one child at EAC, choose the child you'd like to view in the list under the heading "Show for" on the left side of the page.

If you need assistance with EAC NetClassroom, please contact our Database Administrator, Whitney Wiggins at wwiggins@eacmsi.org or (607)277-7335