

How do I edit a pupil's details?

Step 1: Login

Login and click on the pupil's current class.

Login

Username

Password

Login

Step 2: Pupil

Click on the pupil to view their dashboard.

Class: 7M

Add Pupil

Child's Name

Powerful | Proud

28-06-2018

Delete Class

Edit Class

Step 3: Edit Pupil

At the bottom of the page click on "Edit pupil."

June 26, 2018, 11:28 a.m. Sad | Nobody listens to me my voice is important Depressed Add Comment

June 26, 2018, 9:30 a.m. Joyful | So far so good. I'm feeling happy Happy Add Comment

Delete Pupil Change Password Edit Pupil

Step 4: Edit Details

Make changes to the required fields and click "Update"

Update Child's Name

First name: Child's

Last name: Name

Username: stjpsara Required: 150 characters or fewer. Letters, digits and @/+/./_ only.

Class: St James Primary 7M

Update

Click "Update" to save changes.