

Using the SchoolSpeak iPhone App you can access the same content available on your SchoolSpeak web portal – announcements, calendar events, homework, grades, report cards, lunch ordering and other features enabled by your school, but in a whole new way.

### Install SchoolSpeak App on iPhone

1. Open App Store on your phone.
2. Search for SchoolSpeak.
3. Get and Install SchoolSpeak.
4. Tap SchoolSpeak App to open it.

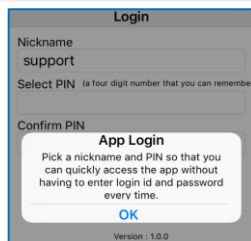
### Who can Access

1. School Administrators
2. Teachers
3. Parents/students (if allowed by school.)
4. Vendors/others

### Set up Multiple Users on the same Device

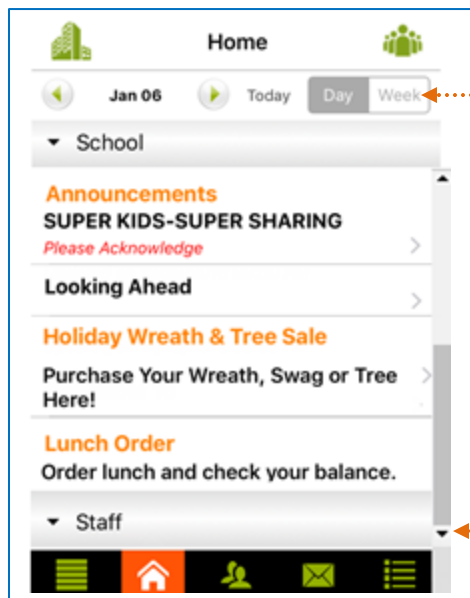
Multiple users can use the SchoolSpeak App on the same device. For example, students can use the App on a parent's iPhone – each user will login to the App and set up a nick name and a 4 digit PIN for quick and easy access.

When you login, you will be prompted to select nickname and input PIN.



### Personalized Home Tab

On the Home tab, you find a quick summary of information relevant for you today, organized into sections – first school wide information and then from various classes and teams/clubs.



By default, shows messages for today. Select any day/week/month.

To view info about your students' homework, including grades and report cards tap Menu Tab and locate the correct group

Members list

View My Calendars, View My Profile, etc.



Home Tab

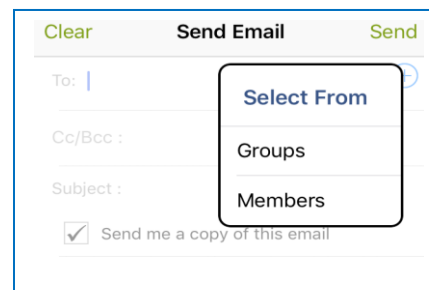
E-mail Tab

Swipe down to view more groups

### Email Users/Groups

You can email users or groups including your ability to email determined by school.


1. Tap  to access email.
2. Tap the  icon.

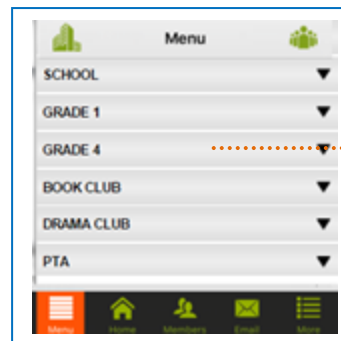


3. Tap **Groups** or **Members**.
4. Choose appropriate group(s)/member(s).
5. Enter the message.
6. Tap **Send**.

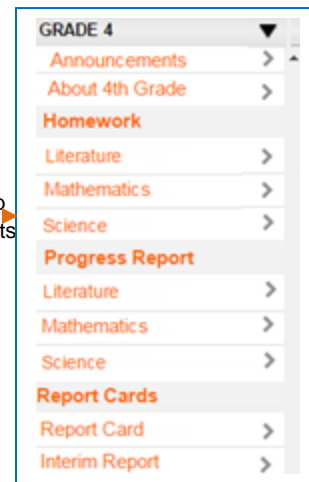
### Collapsed/Expanded View

If an item doesn't have a message on the Home tab, you can access it through [Menu].

Tap . You will see all your groups.



Tap on a group name to show its resources.

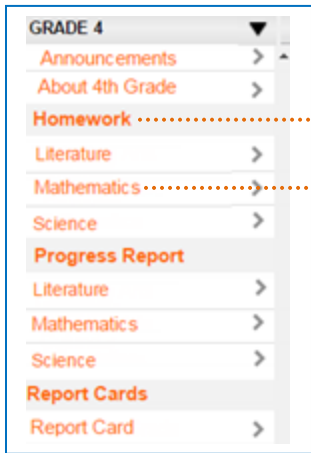


## View Homework

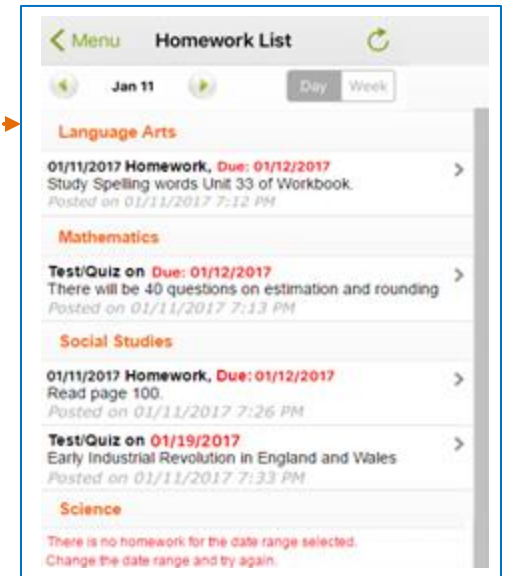
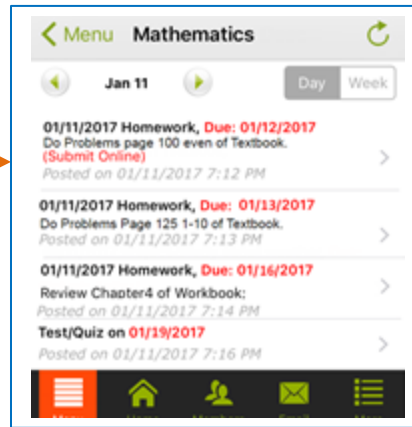
You can view homework for all the subjects or/and for a specific subject.

Tap on a group name to show its links.

Tap **Homework** heading to view homework for all subjects.



Tap specific subject to view homework for that specific subject.

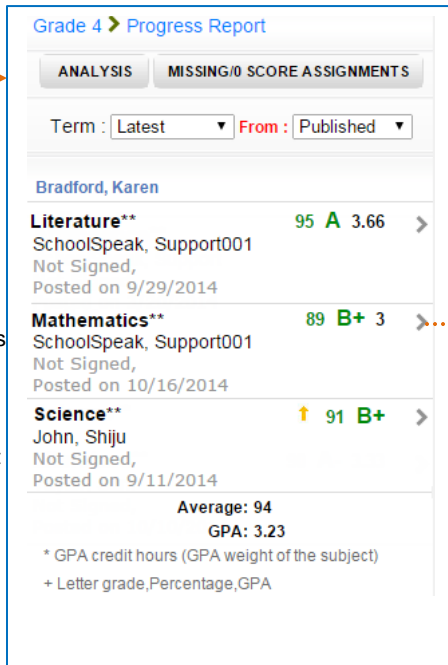
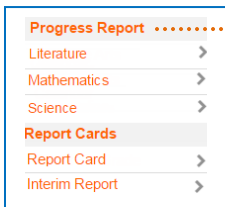


## View Progress Reports

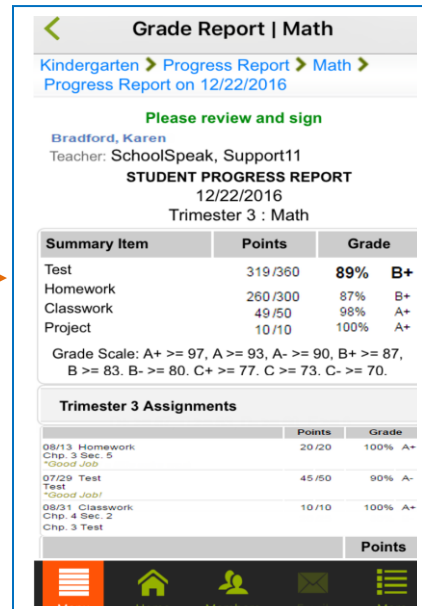
You can view students' **Progress Reports**.

Tap on a group name to show its links.

Tap the subject name under **Progress Report** heading or tap > next to subject to view the progress report for that specific subject.



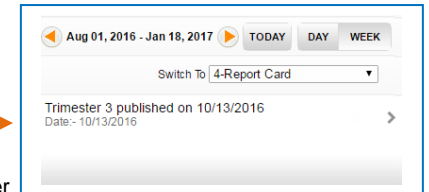
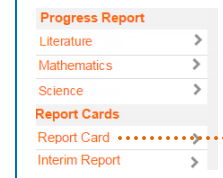
Tap **Progress Report** heading to view the progress report for all subjects or tap the Subject name under Progress Reports to go directly to the subject report



## View Report Cards

You can view students' Report Cards.

Tap on a group name to show its resources and locate the Report card section.



Tap the Report Card under **Report Cards** heading to view the report card details.

