



ManageBac for Secondary School Parents

Wednesday 11 October 2023

17:30 - 18:00 / "Initial login" session

18:00 - 19:00 / "Navigating ManageBac" in the Secondary

- Alex Pepper, IB MYP Coordinator
- Elizabeth Rosser Boiardi, IB DP Coordinator and College counselor



SESSION 2 / 18:00 - 19:00

NAVIGATING MANAGEBAC

Why ManageBac?

Excerpts from the ISG Mission statement:

“We are a community of adaptable learners ...

Responsibility

We develop creative problem solvers who have the capacity to enact positive change, and who feel empowered to take action in their immediate and global environment.”

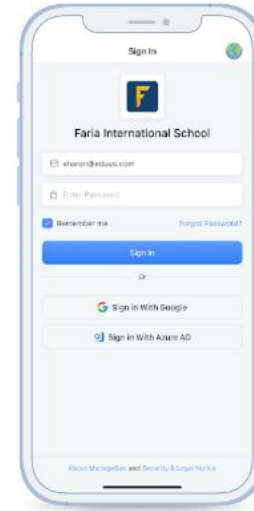
Excerpts from the ISG Definition of learning:

Learning in an exceptional school ... is a carefully engineered journey where teachers challenge their students with rich experiences to reach deep understanding using inquiry and critical thinking. Students are encouraged to meet their full potential and develop the skills to be successful in a rapidly changing world. They are led to become self-directed, independent thinkers

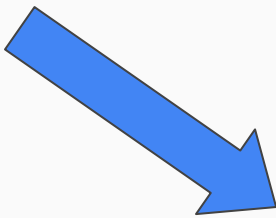
Log in via App



Log into your account for the first time using your email address and password linked to your ManageBac account. First, enter your email address.

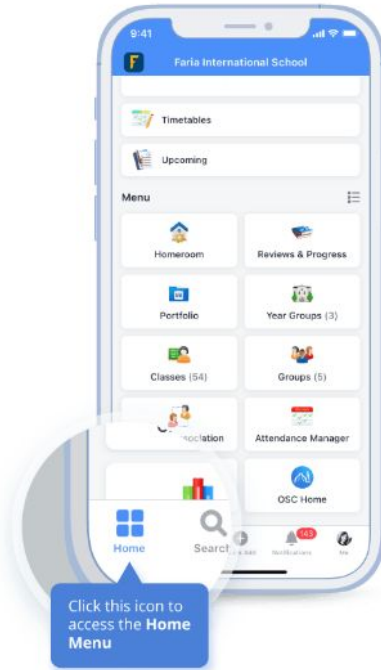


Enter your password and click Sign in.

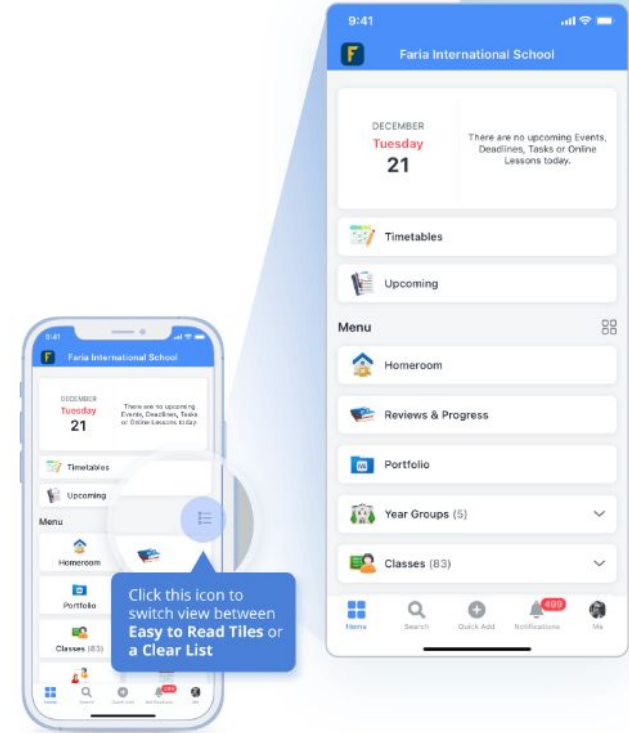


Note: Please note that if this is the very first time you are accessing your ManageBac account, you will need to login through an online browser to set your password.

Menu

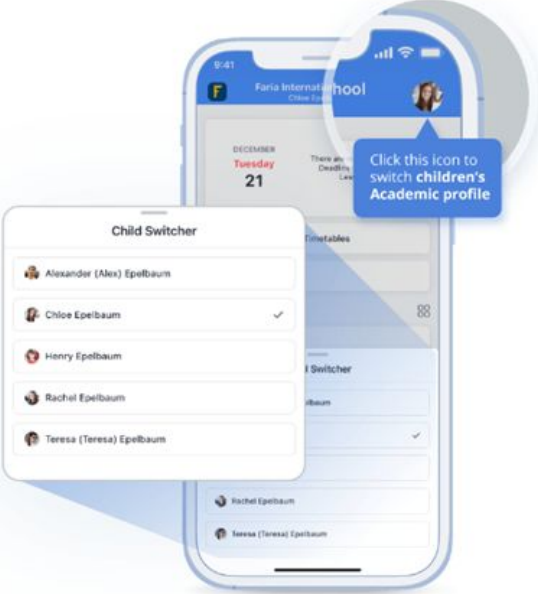


Quick access to your Menu via the **Home** icon.



You can now adjust your Menu view between easy to read tiles or a clear list

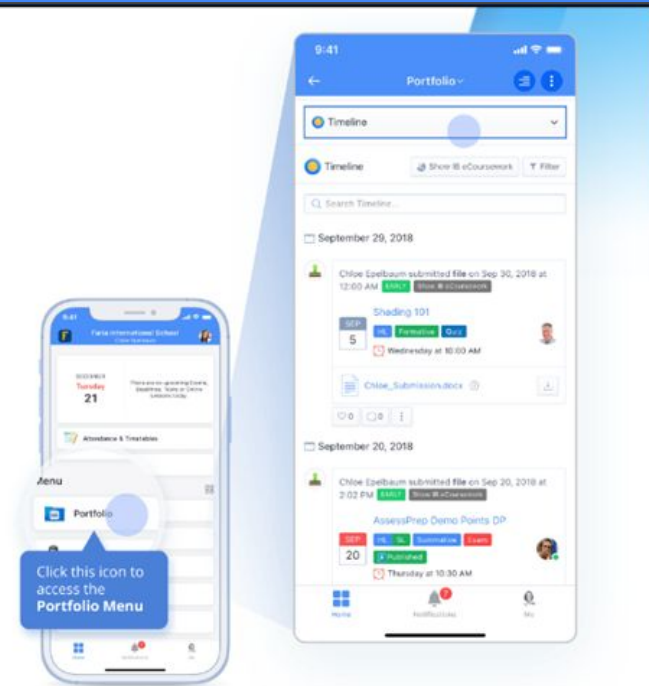
Choosing children



The image shows a mobile application interface. At the top, there is a header with a profile icon in the top right corner. A callout bubble points to this icon with the text: "Click this icon to switch children's Academic profile". Below the header, a 'Child Switcher' menu is displayed, listing five children's names with their respective profile icons. The second name, 'Chloe Epelbaum', has a checkmark next to it, indicating it is the currently selected profile. The background of the app shows a calendar for December 21st and a section titled 'Timetables'.

Easily switch between your children's' Academic profile via the Profile icon in the top right corner

Browse curriculum



Browse the curriculum alongside teaching & learning within the **Home > Portfolio**

Calendar

Faria International School

Chloe Epelbaum
IB CP Year 12 (CP 2)

Next 2 Weeks

Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday
Today 3AM test123 11:05AM Arabic Grammar Online Test 12:26PM Test Task UR UX	17	18	19 3AM test123	20 3PM test deadline with dropbox	21	22
23	24	25	26	27	28	29

Upcoming

- MAR 19** test123 **Deadline** Saturday at 3:00 AM
- MAR 20** test deadline with dropbox **Deadline** **Submitted** Sunday at 3:00 PM

Submit Attendance Excusal

Homeroom Attendance

51/51 Present

Coursework Submissions Statuses

- Late** Submitted after Due Date
- Submitted** Before Due Date
- Pending** Not Submitted

Key Contacts

Any questions you have related to your child's progress in their classes or their time at school, please reach out directly to the key contacts listed below.

- Sharon Arese**
m: +852 9201 8021
sharon@eduvo.com
- Sharon Arese**
m: +852 9201 8021
sharon@eduvo.com
- Ct** **Check this**
Principal
IGCSE Coordinator

FariaOne School OS

Calendar

The screenshot displays the Faria International School student dashboard for Chloe Epelbaum, an IB DP Class of 2022 (DP 2). The interface includes a navigation sidebar on the left with options like Dashboard, Portfolio, and Messages. The main content area features a 'Next 2 Weeks' calendar grid with events such as '5:30AM 1st deadline' and '5:45AM Oral Practice'. Below the calendar is an 'Upcoming' section listing tasks like '1st deadline', 'Oral Practice', and 'Submit final copy and your works cited'. On the right, there is a 'Homeroom Attendance' section showing a 93/94 Present rate, and a 'Coursework Submissions Statuses' section with filters for Submitted, Pending, and Not Submitted. Key contacts for Sharon Arese and John Walters are also listed.

Navigation Sidebar:

- Dashboard
- Portfolio
- Parents Association
- Messages
- Academics
- Academic Profile
- Explore
- Guides & Handbooks

Next 2 Weeks Calendar:

Today	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday
	22	23	24	25	26	27	
		5:30AM 1st deadline				5:45AM Oral Practice	
28	29	30	31	1	2	3	

Upcoming Tasks:

- DEC 22** 1st deadline (Deadline, Pending) Wednesday at 5:30 AM
- DEC 27** Oral Practice (HL, Formative, Oral) Monday at 5:45 AM (3 / 10 pts)
- JAN 8** Submit final copy and your works cited (Extended Essay, Submitted) Saturday at 5:00 PM

Homeroom Attendance: 93/94 Present

Coursework Submissions Statuses: Submitted (1/10), Pending, Not Submitted

Key Contacts: Sharon Arese (m: +852 9201 8021), John Walters (Principal)

Calendar

Subscribe to Calendar

Month Week

Saturday Sunday

3 4 5

6:25AM
Tech talk tandem

4PM
Write an Essay on

The Calendar shows all events, tasks & deadlines from your child's classes & ye groups. Subscribe to the calendar to pu these deadlines to any external iCalend Google Calendar or other local calendar

Filter by category or class

Online Lesson Pair work Exam Ta

Timetable

Via Academic Profile > Attendance & Timetables

Under the **Academic Profile** section, you can select the **Attendance & Timetables** tab. Here, you can track your child's Attendance from their daily Timetable schedule.

The screenshot displays the parent portal interface for Faria International School. The user is logged in as Chloe Epelbaum, an IB Diploma Class of 2022 (DP 2). The 'Attendance & Timetables' tab is highlighted in the navigation menu. The main content area shows a timetable for September 2021, with a 'Homeroom Attendance' summary on the right. The timetable is organized by period and day, showing subjects like Mathematics SL, Visual Arts, Chinese B, History HL, and English A Language.



Homeroom Attendance Summary:

- Present: 35/35
- Weekly Class Attendance: 21 Present




Timetable for September 2021:




Period	Mon, Sep 13	Tue, Sep 14	Wed, Sep 15	Thu, Sep 16	Fri, Sep 17
1	Homeroom	Homeroom	Homeroom	Homeroom	Homeroom
2	8:00AM - 9:30AM Mathematics SL (D... Risa Aoki	8:00AM - 9:30AM Visual Arts (DP 2) Risa Aoki	8:00AM - 9:30AM Visual Arts (DP 2) Risa Aoki	8:00AM - 9:30... 1 Chinese B (DP 2) Maxine Reed	8:00AM - 8:45AM History HL (DP 2) 1 James Hendrick
3	9:35AM - 11:05AM History HL (DP 2) 1 James Hendrick	9:35AM - 11:05AM Chinese B (DP 2) Maxine Reed	9:35AM - 11:05AM Mathematics SL (D... Risa Aoki	9:35AM - 11:05... 1 Biology (DP 2) Risa Aoki	8:50AM - 9:35... 1 Visual Arts (DP 2) 1 Risa Aoki
4	Lunch	Lunch	Lunch	Lunch	9:40AM - 10:35AM English A Language... Risa Aoki

Timetable

 **Chloe Epelbaum** 
IB Diploma Class of 2022 (DP 2)

[Profile](#) [Exam Planner](#) [Attendance & Timetable](#) [Reports](#) [Behaviour](#)

September 2021 ← Today → **September 19, 2021**   Week 

Period	Mon, Sep 13	Tue, Sep 14	Wed, Sep 15	Thu, Sep 16	Fri, Sep 17
	Homeroom	Homeroom	Homeroom	Homeroom	Homeroom
	8:00AM - 9:30AM Mathematics SL (DP 2) Risa Aoki	8:00AM - 9:30AM Visual Arts (DP 2) Risa Aoki	8:00AM - 9:30AM Visual Arts (DP 2) Risa Aoki	8:00AM - 9:30AM Chinese B (DP 2) Maxine Reed 	8:00AM - 8:45AM History HL (DP 2) 1 James Hendrick

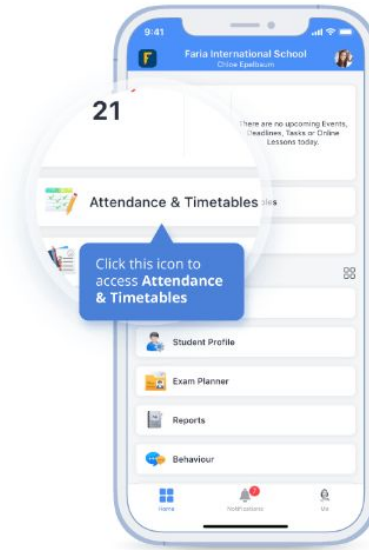
Attendance

	8:15AM - 9:15AM Mathematics: analysis a... Grade 11 Dalia Challita 118	8:15AM - 9:15AM Computer Science Grade 11 Sean Roulet 212	8:15AM - 9:15AM Theory of knowledge 2 Grade 11 Antra Balcuna 118
	9:20AM - 10:20AM Economics 2 Grade 11 Alex Pepper 320	9:20AM - 10:20AM Mathematics: analysis a... Grade 11 Dalia Challita 118	9:20AM - 10:20AM English A language and I... Grade 11 Ella Atterton 319
	10:30AM - 11:30AM Study Period 3 Grade 11 106A	10:30AM - 11:30AM English A language and I... Grade 11 Ella Atterton	10:30AM - 11:30AM Economics 2 Grade 11 Alex Penner

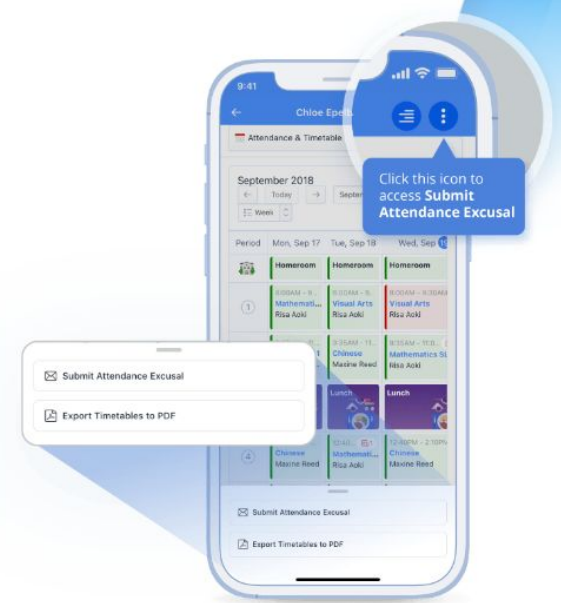
- **Green** blocks indicate **Present**
- **Orange** blocks indicate **Late**
- **Grey** blocks indicate attendance **not yet recorded**
- **Red** blocks indicate **Absent**

Pink blocks indicate
absent excused.

Attendance excusals



Submit attendance excusals and communicate with homeroom advisors via **Home > Attendance & Timetables**




From here you can select the 3 dots (top right corner) to submit any Attendance excusals


Attendance excusals

Please send each day of an absence (or indicate that it will last several days).

Seen by all of your child's teachers, plus Advisor and Administrators.

Submit Attendance Excusal ✕

Date * 

Duration * 

Reason *

or

Editing attendance excusals

he is sick today

Attendance Excusal

Submitted on: December 20, 2021 at 11:23 AM

Duration: 1 day

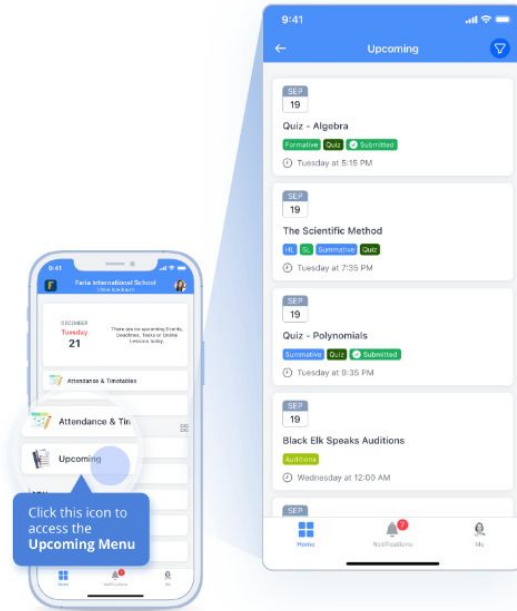
Submitted by: Ann Epelbaum

Reason
She is sick today

Edit Attendance Excusal

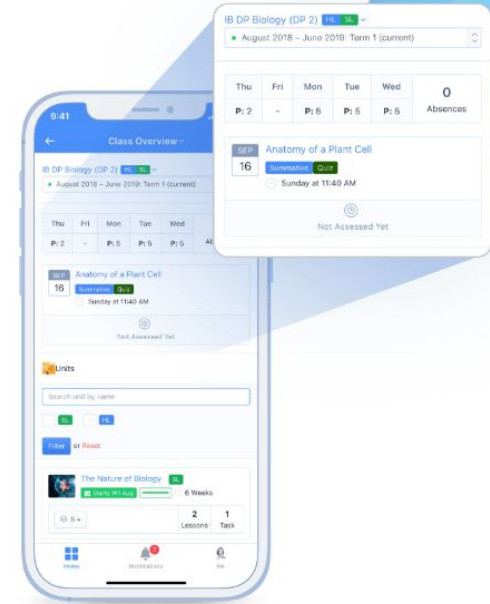
Delete Attendance Excusal

Monitor progress



Click this icon to access the Upcoming Menu

Monitor academic progress with grades and teacher comments via **Home > Upcoming**



Or within your child's **Classes > Select Class**, where you will be able to see a more detailed Class Overview of their subject specific assessments, grades and curriculum

Tasks / units / feedback

1. Home page → use the drop-down menu to choose the child whose information you want to see.
2. Click on dashboard and navigate to:
 - a. Calendar
 - i. Full calendar → month or week
 - ii. Hover over the “i” for more information about the task or event
 - b. Upcoming deadlines / events / tasks (see feedback for completed tasks)
 - c. Classes
3. Academics → Academic profile → Reports (report cards)

Tasks / units / feedback

Home Learning

#ed008c



Investigation Formative

#00a650

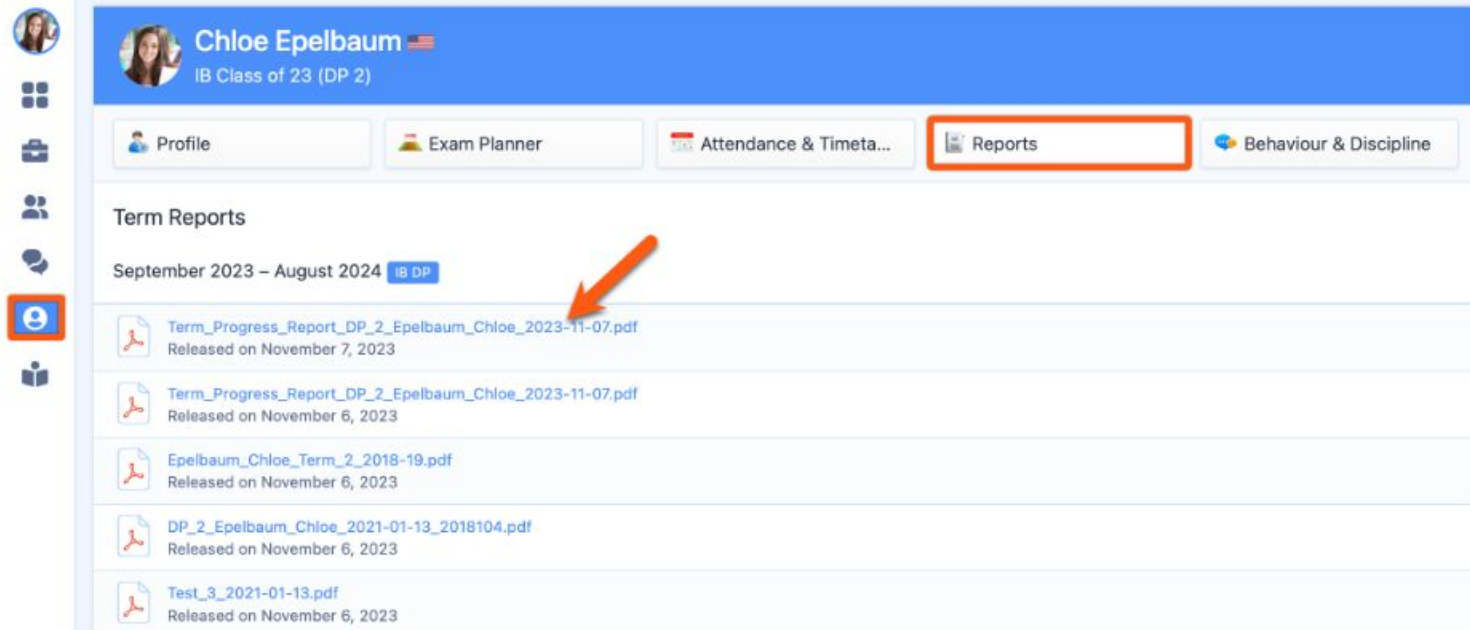


Investigation Summative


#00aeef



Report cards








The screenshot shows a user interface for a student's report card. At the top, the student's name "Chloe Epelbaum" and "IB Class of 23 (DP 2)" are displayed. Below this is a navigation bar with five tabs: "Profile", "Exam Planner", "Attendance & Timeta...", "Reports", and "Behaviour & Discipline". The "Reports" tab is highlighted with an orange border. Underneath, the section "Term Reports" is shown for the period "September 2023 – August 2024" with a blue "IB DP" tag. A list of five PDF reports is displayed, each with a red document icon, the filename, and the release date. An orange arrow points to the first report in the list.

Chloe Epelbaum 
IB Class of 23 (DP 2)

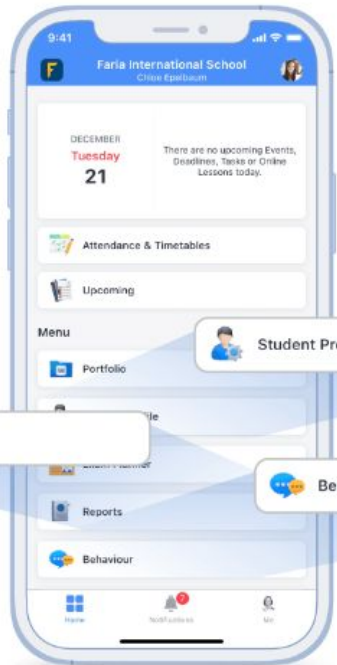
Profile Exam Planner Attendance & Timeta... **Reports** Behaviour & Discipline

Term Reports

September 2023 – August 2024 **IB DP**

-  [Term_Progress_Report_DP_2_Epelbaum_Chloe_2023-11-07.pdf](#)
Released on November 7, 2023
-  [Term_Progress_Report_DP_2_Epelbaum_Chloe_2023-11-07.pdf](#)
Released on November 6, 2023
-  [Epelbaum_Chloe_Term_2_2018-19.pdf](#)
Released on November 6, 2023
-  [DP_2_Epelbaum_Chloe_2021-01-13_2018104.pdf](#)
Released on November 6, 2023
-  [Test_3_2021-01-13.pdf](#)
Released on November 6, 2023

Info about child



View your child's personal details, Report Cards, Behaviour history/notes and more from your **Home > Menu**

The MYP & ManageBac

You can see:

1. Homework (and whether your child has submitted it!)
2. Formative assessment (comments, no grades)
3. Summative assessment (comments, and grades 1-8)
4. Behaviour notes
5. Attendance
6. Yearly Planner & Welcome Letter
7. Calendar

The DP & ManageBac

You can see:

1. Homework (and whether your child has submitted it!)
2. Formative assessment (comments, no grades)
3. Summative assessment (comments, and grades 1-7 per assignment)
4. Behaviour notes
5. Attendance
6. Yearly Planner & Welcome Letter
7. Calendar
8. Core components: EE, TOK, CAS

Where to get help

1. Recording of the ManageBac webinar for parents:
ManageBac for Parents: How to navigate and track your child's progress
2. Your child's teachers
3. Secondary School Leadership Members
 - a. Secondary School Principal: Ms. Jody Parker
 - b. IB MYP Coordinator - Grades 6 - 10: Ms. Alex Pepper
 - c. IB DP Coordinator - Grades 11-12: Mrs. Elizabeth Boiardi
4. ManageBac "Help for parents"

