

# THE PARENT PORTAL (COMPASS)

This is the most informative and current way to keep in contact with the College and your student's progress. Parents will be able to access the college portal through our Compass Intranet System.

Any family with internet access (computer or smart phone) can find the Mildura Senior College site at [www.milsen.vic.edu.au](http://www.milsen.vic.edu.au)

Early in the 2019 school year, parents will receive a User Name and Password. These can be used to log in at any time to:

- College Events
- View Student Progress Reports (these will be issued twice per term) Student Learning Profiles
- View Semester Reports
- Make bookings for Parent/Student/Teacher Conferences (PSTs)
- View Course Outlines for each of the subjects your son/daughter is studying
- View Student Attendance records
- View Student's Timetable
- Make payments for excursions, fees, etc.

## Information that can assist you in helping your student

Subjects that are being undertaken: Discuss how subjects are going. If you have concerns, contact the subject teacher or sub school leader.

Course outlines: Every subject has a course outline, which provides a week-by-week timeline showing when assessments will be done. Check that your student is working towards these.

Attendance: You can monitor attendance and see exactly which classes are being attended.

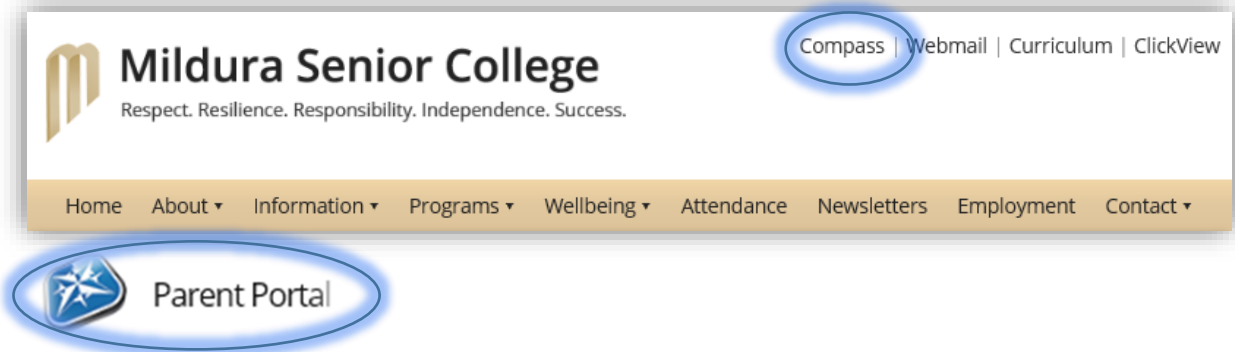
Report: Student Learning Profiles are conducted regularly throughout the year. They will show the progress of your child. If an "at risk" result is made it indicates that your student is behind in their work and would not currently pass. Please speak to your student and contact the teacher or sub school leader to discuss outstanding work.

### LOG IN ASSISTANCE

If you are in need of a new password or unfamiliar with log in details in general, please phone the College on 03 5021 2911 and press 5 for the ICT Helpdesk assistance.

# PARENTS' GUIDE TO COMPASS

From the College website [www.milsen.vic.edu.au](http://www.milsen.vic.edu.au), click "Parent Portal" or "Compass"



Alternatively, from any web-connected device, go to <https://tiny.cc/milsen>

- Log in using username and password supplied with first information package
- You will be asked to change your password at first login

What Can I do in Compass?

The screenshot shows the Compass parent portal interface. Callout boxes highlight the following features:

- Check Attendance**
- Notify Absences**
- View Reports**
- Book Interviews**
- View Student Timetable and College Calendar**
- Update email and mobile contact details**
- School Resources - Course Outlines, Cyberbullying Prevention, etc.**
- School Documentation – ICT Guides, etc.**
- View and approve excursion details**
- News Feed – Announcements, careers info, etc.**