



SEQTA Engage

Parent/Caregiver User Guide



Welcome to SEQTA Engage.

SEQTA Engage is a powerful learning management system designed for parents and caregivers to have an overview of their daughter's learning, assessments and academic progress.

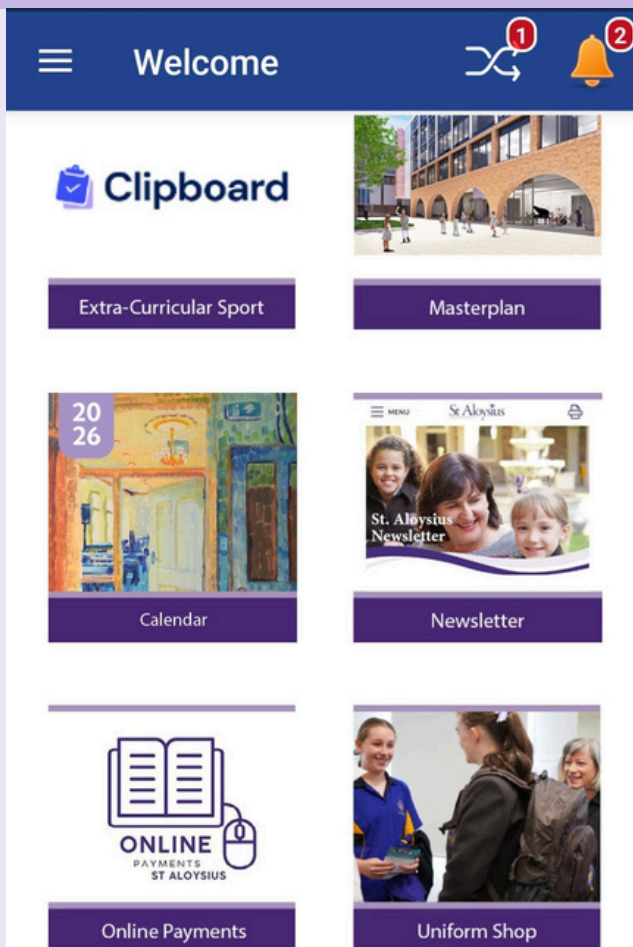
It offers the opportunity to engage with the daily learning of the students, enabling greater collaboration and enhanced learning outcomes as

parents and caregivers are provided a lens into what has been covered in the classroom each day.

This user guide will provide an overview of the key features and functions that are available through the St Aloysius College SEQTA Engage portal.

Information on how parents and caregivers can login to SEQTA Engage can be found in the [SEQTA Engage - Login Guide](#).

The Features of SEQTA Engage



The SEQTA Engage menu allows the user to easily navigate to the desired information. On a PC screen, the menu would normally appear in full text as below. To access the menu on the mobile app, you will need to click on the 3-lined menu bar at the top of your screen.

The Welcome Page

The first page you will see as you login to SEQTA Engage. The Welcome page contains some quick links to frequently visited webpages such as the SAC Calendar, Canteen Menu and online ordering, the uniform shop, online payments and the SAC website.



SEQTA Engage Parent/Caregiver User Guide

Assessments

View assessment information and results for each subject studied. Teachers will post assessment details including assignment sheets and due dates ahead of time. Students can upload e-submissions and also submit online assessments. At the end of the assessment period, the assessment feature will allow parents and caregivers to see teacher feedback on student work, and the final grade/mark accompanied by written comments and marking rubrics if applicable. Students and parents/caregivers will receive a notification when grades for an assignment are released.

Courses

This feature allows parents and caregivers to see an overview of each course being studied by the student. Teachers (Year 3 and above) will provide daily lesson plans which detail what information/resources have been covered in the classroom. It will also show what homework has been set by each subject teacher.

Dashboard

This allows parents and caregivers the opportunity to access optional extras, such as an overview of any unexplained absences of the student, or a snapshot of all the homework set across all subjects in the one location

Documents

Here, parents and caregivers have access to important documents of the school, ranging from school policies to curriculum handbooks.

Notices

These are notices for students across the College. Daily information about extra-curricular activities is also displayed here

Portal

Some year levels, particularly in the Primary School, will use year-level based parent portals to communicate important information and messages home. Additionally, there may be some extra-curricular portal pages which contain information for students and parents (i.e. College Musical).

Reports

All academic reports will be made available via the Reports feature on SEQTA Engage. This feature allows parents and caregivers to view the school reports as PDFs. Students and families can also print their PDF reports if desired.

Timetable

This feature allows parents and caregivers to view their daughter's timetable, and to select the email addresses of current teachers for easy communication.

Please Note

If parents have more than one child in the school, they will use one login to view all information for each child. So that you will be able to see then relevant information for each child, you will need to select the child's name when you navigate to the following menu items:

- Assessments
- Courses
- Timetable
- Reports

We trust that the SEQTA Engage learning management system will provide parents and caregivers with access to many features that will enable greater collaboration between school and home, and between teachers, parents and students. This system is designed to complement the regular learning and teaching process and program - while it will provide an excellent overview to parents and caregivers, St Aloysius College is committed to ensuring the importance of communication through all channels remains open and timely in order to best support your daughters and their learning