

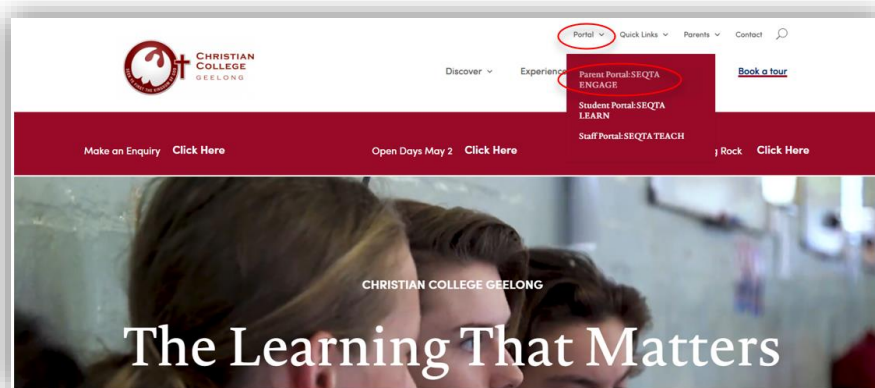
Parent Portal

Christian College's **Parent Portal** (also referred to as **SEQTA Engage**) allows parents to log into the College's learning management system (SEQTA) and view their children's school related information.

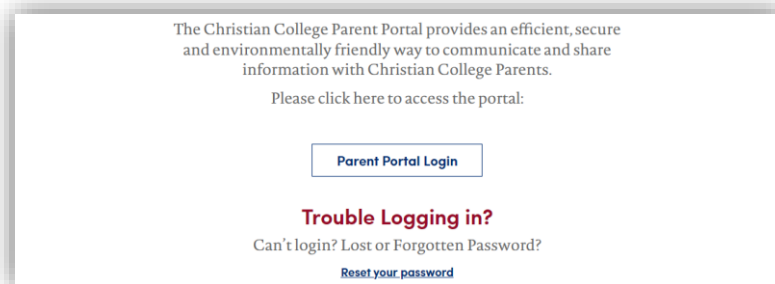
Christian College's **Parent Portal** is designed to keep parents involved in their child's education. The **Parent Portal** allows parents to access information whenever the need arises, on any device they may be using.

Logging into the Parent Portal

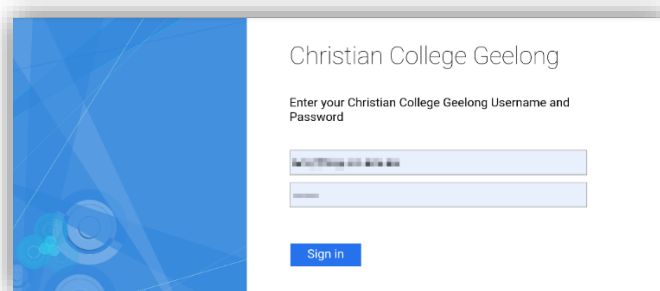
1. Go to the Christian College website; www.christiancollege.vic.edu.au
2. Click on the menu item in the top right corner title **Portal** and then select **Parents: SEQTA ENGAGE**



3. Click on the **Parent Portal Log In** image to load the parent portal



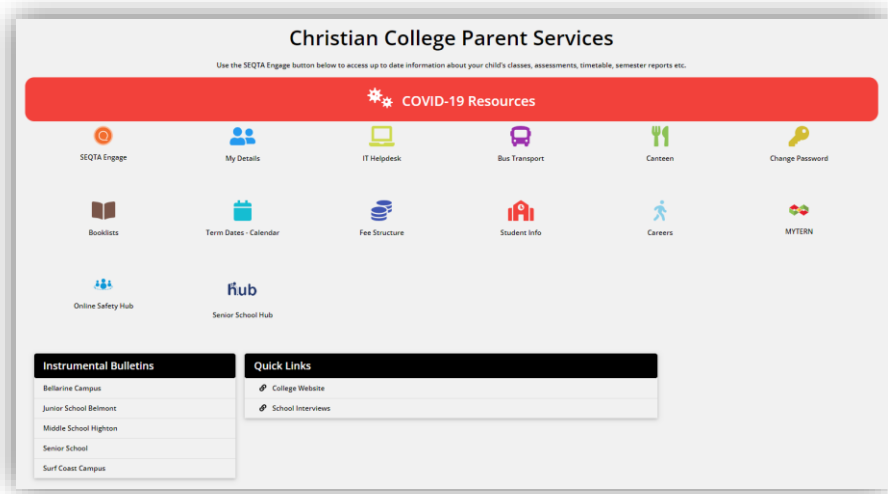
4. You will be prompted to enter a username and password on the next page



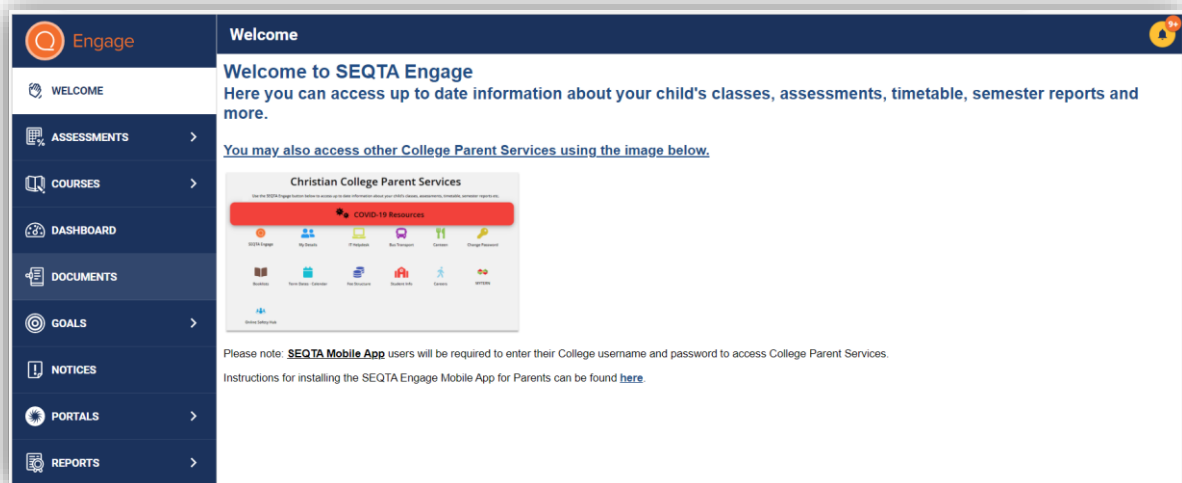
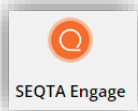
Refer to the email you received for your personal username and password. If you did not receive an email with this information, please contact our helpdesk via email helpdesk@ccg.vic.edu.au.

Parent Portal

- Once you have successfully logged into the portal you will be greeted with our welcome page. This page shows several coloured ‘tiles’ that link to various college services and relevant sites.



- To access the SEQTA Engage site click on the tile “SEQTA Engage”.

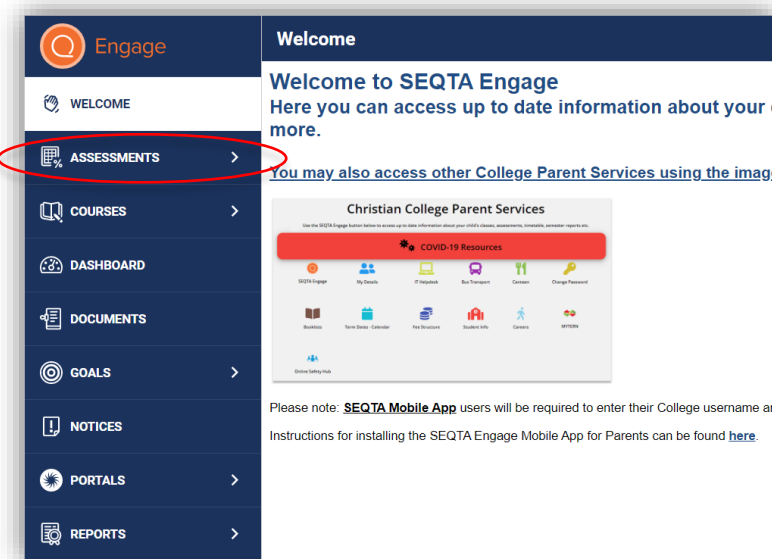


Parent Portal

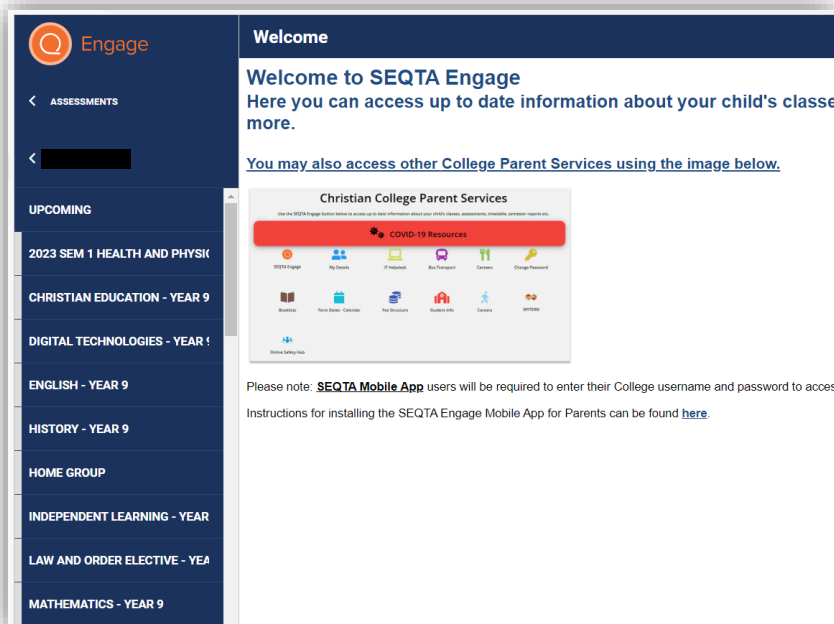
Accessing Student Assessments (In-time Reporting)

Since 2016, Christian College has provided an 'In-time' reporting model delivered via the SEQTA Learning Management System. That provides feedback to families and carers about their child's progress with, engagement with and level of attainment across your child's learning areas. The feedback provided will be linked to learning experiences and tasks across the duration of the semester and delivered via the SEQTA Parent Portal immediately after it has been assessed, with parents being able to view the teacher feedback, marks. Parents can track this data and feedback throughout the semester, supporting your child's progress, identifying areas for improvement and celebration, rather than having to wait for the semester report.

1. Once you have successfully logged into the parent portal, click the **Assessments** link located in the left menu bar

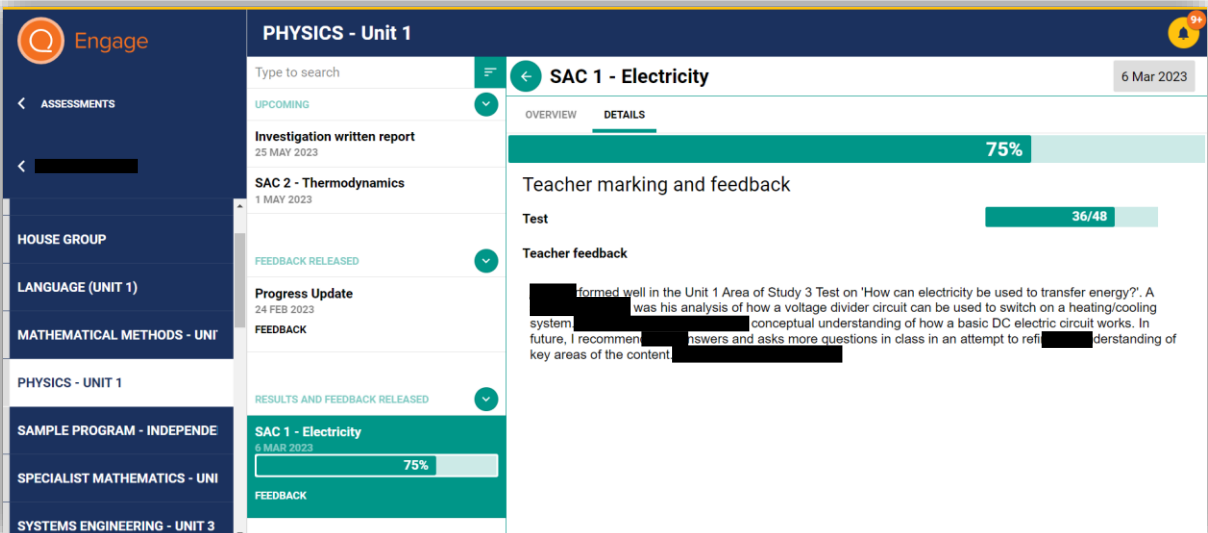


2. You will be able to see your child/children currently enrolled at Christian College from this page. Click their name to gain access to their Assessments.
3. You will then see a list of all the subjects that your child is currently studying.



Parent Portal

- By clicking on the subjects listed down the left side, you will see any current assessments that your child has completed and the level of achievement they received. There may also be a comment (feedback) recorded by the teacher in relation to this assessment task.



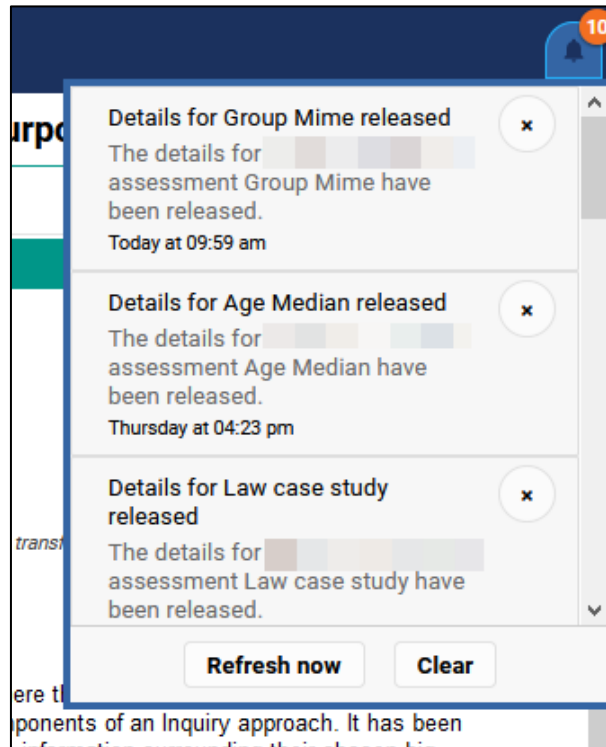
The screenshot displays the Engage Parent Portal interface. On the left is a navigation menu with categories like ASSESSMENTS, HOUSE GROUP, LANGUAGE (UNIT 1), MATHEMATICAL METHODS - UNI, PHYSICS - UNIT 1, SAMPLE PROGRAM - INDEPENDENT, SPECIALIST MATHEMATICS - UNI, and SYSTEMS ENGINEERING - UNIT 3. The main content area is titled 'PHYSICS - Unit 1' and shows a list of assessments. The selected assessment is 'SAC 1 - Electricity' (6 Mar 2023) with a score of 75%. The 'DETAILS' tab is active, showing 'Teacher marking and feedback'. The 'Test' score is 36/48. The 'Teacher feedback' section contains the following text: 'formed well in the Unit 1 Area of Study 3 Test on 'How can electricity be used to transfer energy?'. A was his analysis of how a voltage divider circuit can be used to switch on a heating/cooling system conceptual understanding of how a basic DC electric circuit works. In future, I recommend answers and asks more questions in class in an attempt to refi understanding of key areas of the content'.

Parent Portal

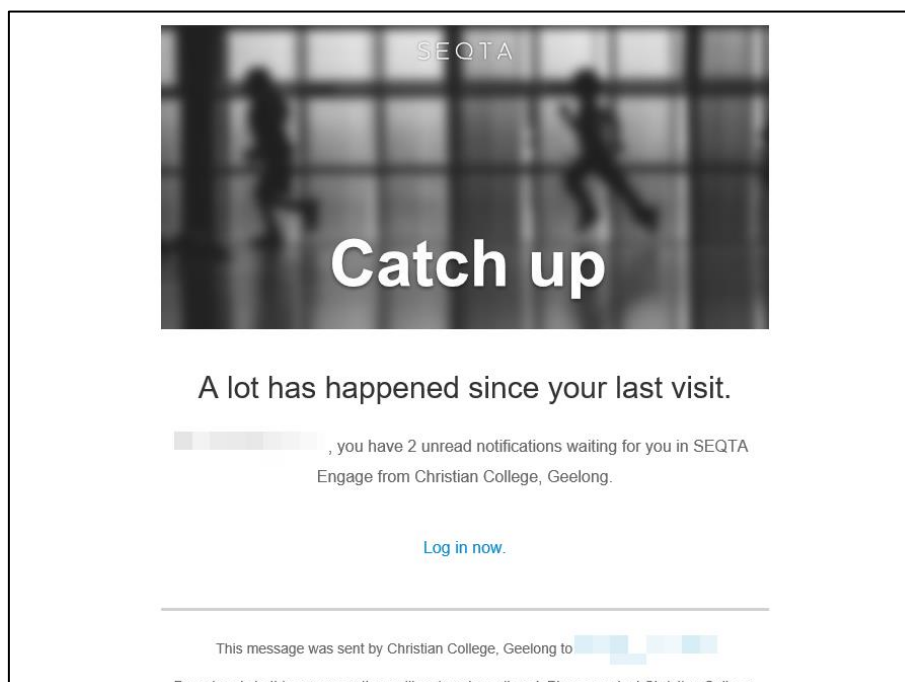
Notifications (In-time Reporting)

We are encouraging families to visit the Portal once a week to note any updated assessments, pastoral notes or new information.

1. You will receive a 'notification' up in the top right corner of the parent portal page when information for your child has been updated.



2. If after 7 days you have not clicked on the notification, you will receive an email alerting you of any unread notifications.



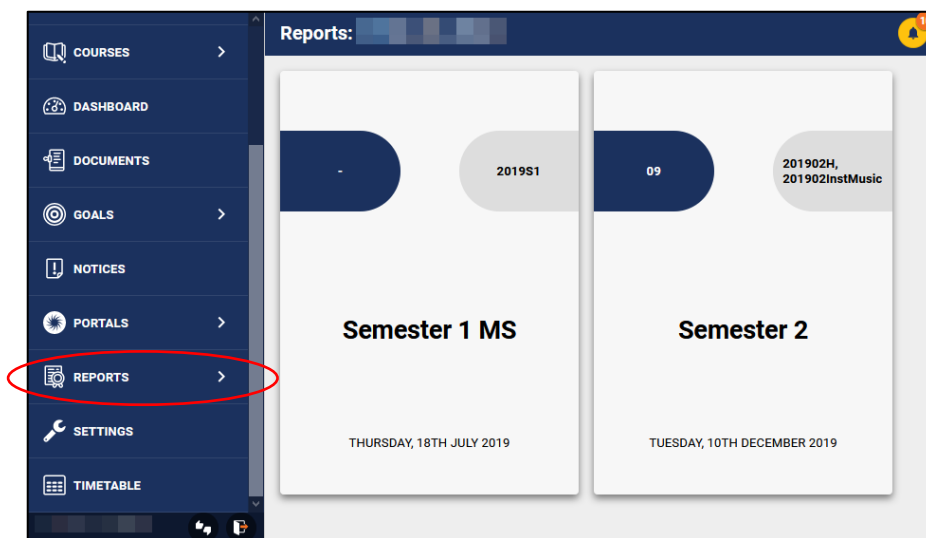
When you receive an email like this, please log in to the parent portal and read the notifications.

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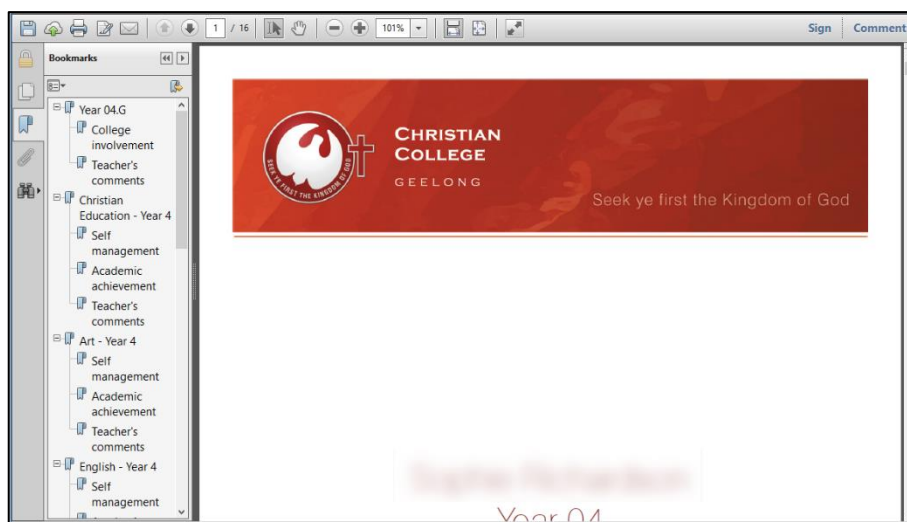
Downloading Semester Reports

Our reports are produced in PDF format and you will need Adobe Reader to view them. If you do not have Adobe Reader installed on your computer, please visit this link to download and install it; <https://get.adobe.com/reader/>

1. Once you have successfully logged into the parent portal, click the **Reports** link located in the left menu bar
2. You will be able to see your child/children currently enrolled at Christian College from this page. Click their name to gain access to their Semester Reports. You will also have access to a Semester IEP Report and/or Instrumental Report if applicable.



3. From within **your browser** clicking your child's semester report will open in your PDF reader



WE RECOMMEND YOU SAVE REPORTS FOR FUTURE REFERENCE