

nPortal

**Accessing reports via the
App**

September 2025

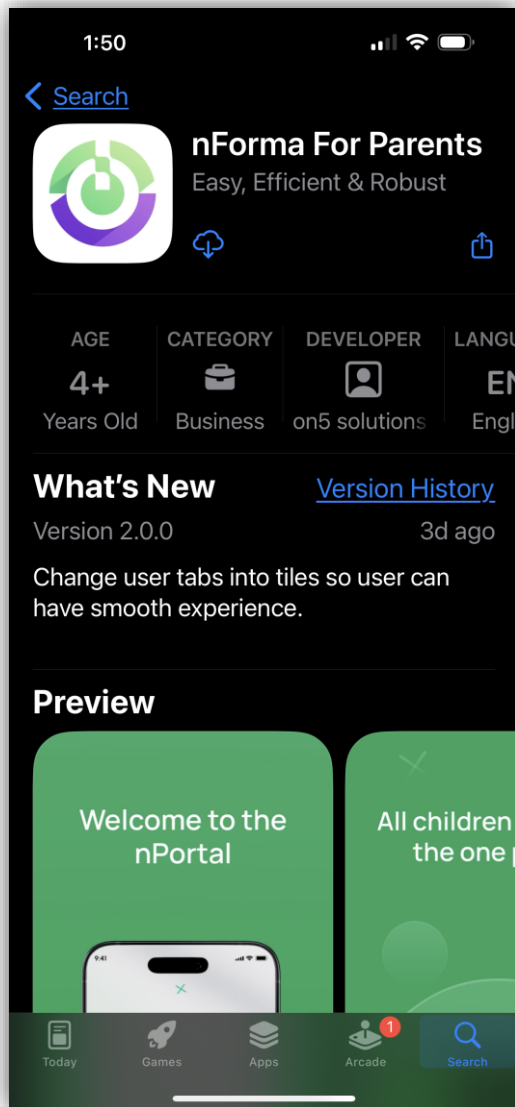
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Getting started

Download the app

1. Go to the Google Play Store or Apple App store on your phone.
2. Search “nForma for parents” and download



3. Double click to open the app

4. If your Google or Apple email account is registered at the school, simply click on "Continue with Google or Apple"



1:51

Signal, Wi-Fi, and battery status icons

Welcome

Please enter your email & password.

Email

Password

Login

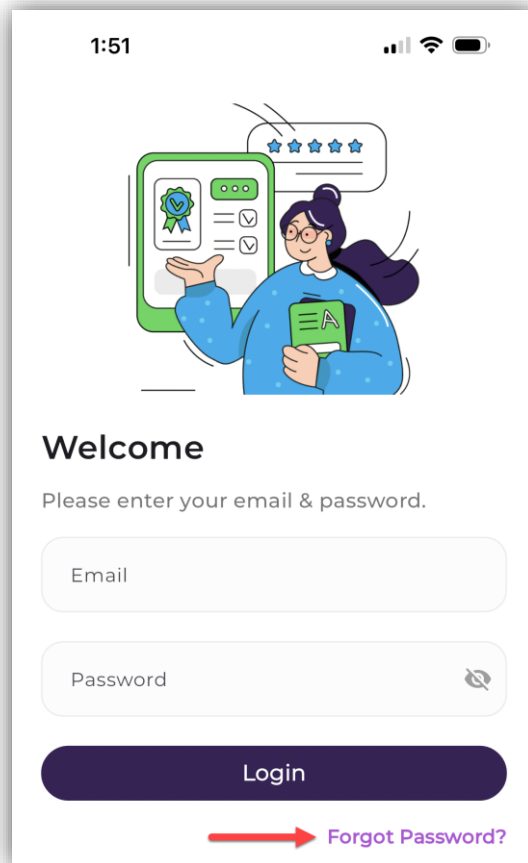
[Forgot Password?](#)

 Continue with Google

 Continue with Apple

Two red arrows point to the "Continue with Google" and "Continue with Apple" buttons.

5. If you do not have a Google or Apple email account, simply click forgot Password"

A mobile app login screen with a white background. At the top, the status bar shows the time 1:51, signal strength, Wi-Fi, and battery. Below the status bar is an illustration of a woman with dark hair in a blue sweater, holding a green folder and pointing at a large green smartphone. The phone screen shows a green checkmark and a ribbon. Above the phone is a speech bubble with five blue stars. Below the illustration, the word "Welcome" is written in bold black text. Underneath is the instruction "Please enter your email & password." in a smaller font. There are two input fields: "Email" and "Password". The "Password" field has a small eye icon to its right. Below the input fields is a dark purple rounded button labeled "Login". At the bottom, there is a red arrow pointing to the text "Forgot Password?".

1:51

★★★★★

Welcome

Please enter your email & password.

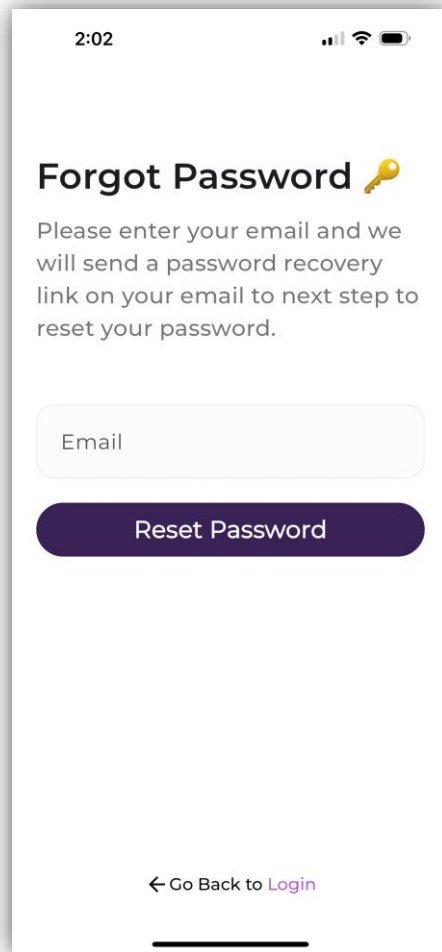
Email

Password

Login

→ [Forgot Password?](#)

6. Enter the email address registered with the school and click "Reset Password".

A screenshot of a mobile app interface for a 'Forgot Password' screen. At the top, the status bar shows the time '2:02' and signal/battery icons. The title 'Forgot Password' is displayed with a yellow key icon. Below the title, a message reads: 'Please enter your email and we will send a password recovery link on your email to next step to reset your password.' There is a white rounded rectangular input field labeled 'Email'. Below the input field is a dark purple rounded rectangular button labeled 'Reset Password'. At the bottom, there is a link that says '← Go Back to Login'.

7. Check your email for the reset password link.
8. If you do not receive an email after several minutes, request the temp password from your school admin office. They will be able to email you the temp password, should your email account be blocked from the nPortal system. You will need to input the temporary reset password through the web browser and not the app. The URL is as below:
<https://portal.nforma.com.au/login>
9. Once you have logged in through the web browser and confirmed your new password, you can log into the app with your new password, not the temporary one.

If you have any questions, refer to our FAQs page:

<https://nforma.com.au/parent-faqs/>

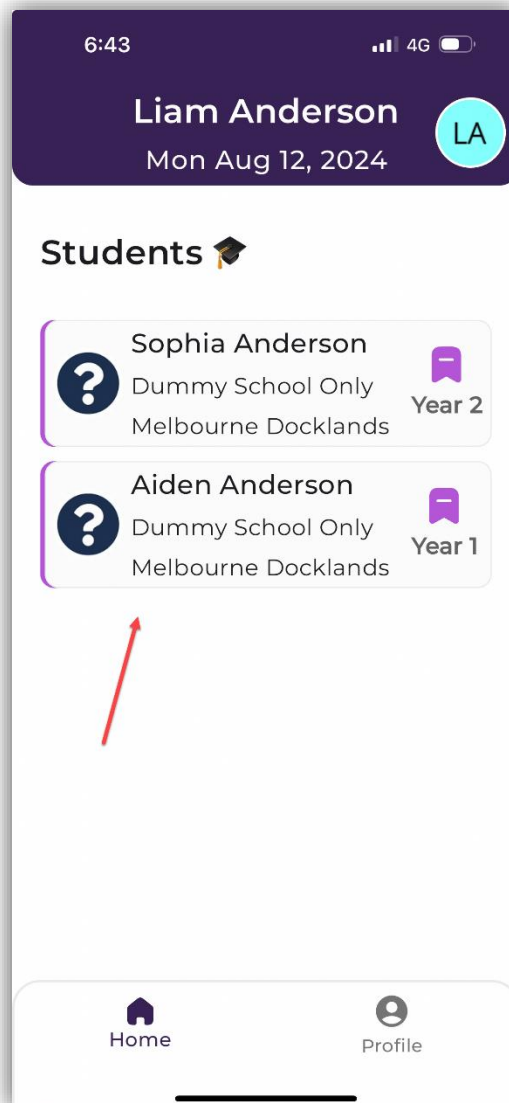
Password: nforma123

Reports

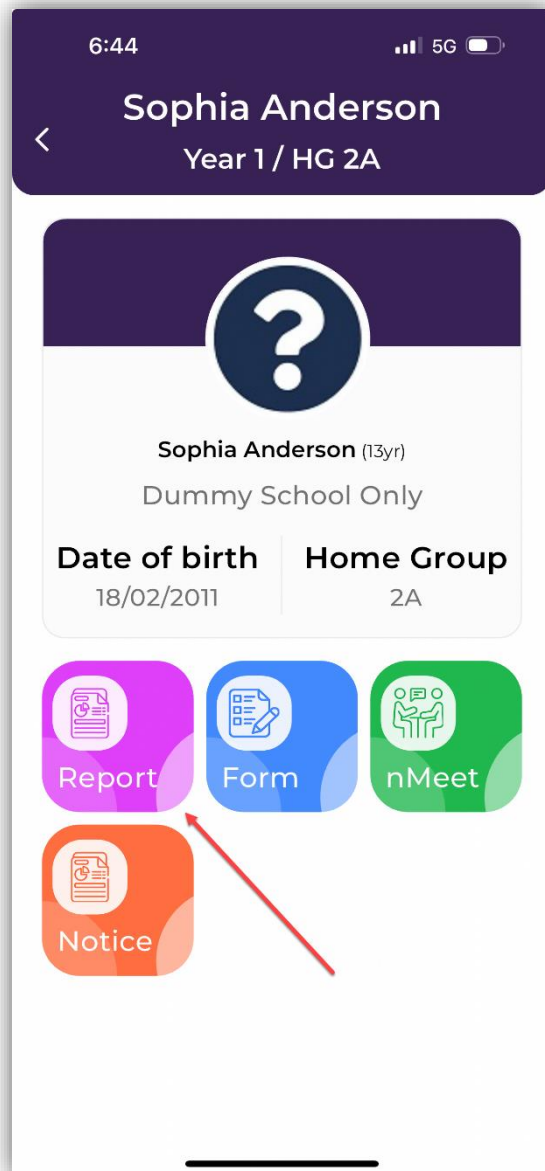
Saving time and effort

In your child's profile, you will see a variety of data, such as profile information and assessment reports.

To view your child's semester reports, simply choose the selected child's profile. There will be a blue "View Reports" button at the top of the page, click that. You will then be presented with all the available reports for your child. Click on "download", they will now download to your device where you can view them.



1. Select the student



2. Click on report and download