



Stay Connected

- Main communication portal.
- All notices, events, excursions including permission notes and newsletters are sent via this app.
- School calendar.
- EFORMS such as absentee, change of details and permission notes.

Follow the steps below to create an Audiri account

- From your phone, navigate to the <u>Apple App store</u> (iPhone users) or <u>Google Play store</u> (Android users) and search for *Audiri* and download the free app.
- Once the download is complete, open the Audiri app, enter your email, and click on *Continue*.
- Click on Create new account.
- You will receive an email with a code. Enter the code on the app.
 - o If you do not receive the email within 15 minutes, please check your spam/junk folders. If it is not in your spam or junk folder, please visit this page for tips on how to troubleshoot the error you are experiencing.
- Enter your first name and last name and select what best describes you and click on *Continue*.
- Enter your phone number and click on Continue.
- Type in **St Carlo Borromeo**.
- Select the school from the dropdown selections and click on *Continue*.
- Select the subscription groups (your child's class) and click on *Continue*. For example, if your child is in Year 2 with Mrs Vella, you would add Year 2V.
- Create a new password and click on Set Password.
- Click on Start Exploring.

How do I subscribe or unsubscribe from a *Group*?

- To subscribe or unsubscribe from a *Group*, navigate to your *Groups* list from the *Resources* screen.
- From there, you can scroll through the list of available *Groups* and toggle each *Group* on or off as required.

Please note that every new year you need to remove your child's previous class and add their new class.

Ensure Notifications have been switched on

- Open Settings > Notifications.
- Scroll to the Audiri app and *allow* notifications