

XUNO



Parent & Student Portal Introduction

Hi there,

XUNO is a free helpful tool designed for you to track your child's progress, live attendance, assignments, homework, download reports and more.

Go on, give it a spin now.

Website: <https://jacksons.xuno.com.au/>

Use your school supplied username and password to login.

A decorative blue footer bar containing various white icons such as a star, envelope, smartphone, books, lightbulb, pie chart, calendar, camera, and database. The text 'How to Login' is overlaid on the left side of this bar.

How to Login

Menu

Important news and events

Overview tiles showing live attendance, assignments and homework

The latest school calendar events

The screenshot shows a web dashboard for Jackson School. At the top, there is a navigation bar with 'XUNO' on the left and 'Ben Abbott, South Melbourne College Xtreme Software' on the right. Below this is a breadcrumb trail 'Home > Dashboard'. The main content area is titled 'Welcome to Jackson School' and features the school's logo. On the left, there is a 'Latest News' section with four items: 'Staff Daily Bulletin', 'Unibrm Shop Hours Update', 'Swimming Sports Update', and 'View all news items'. Below this is a 'Calendar' section showing events for 'Wed 26 Aug 2015', 'Thu 27 Aug 2015', and 'Fri 28 Aug 2015'. On the right, there is a vertical stack of overview tiles: 'Timetables' (View for all my children), 'Last Marked Today Present', 'Unapproved Absences 2', 'Approved Absences 7', 'Assignments & Tasks Overdue 3', 'Assignments & Tasks Current 12', and 'Assignments & Tasks 1'. Callout lines from external text boxes point to the 'Menu' (top left), 'Important news and events' (top right), 'Overview tiles showing live attendance, assignments and homework' (right side, pointing to the overview tiles), and 'The latest school calendar events' (right side, pointing to the calendar section).

Dashboard

Select your child to view
their report

The screenshot shows a web browser window with the following elements:

- Header:** XUNO School Learning Options | Ben Abbott, South Melbourne College | Links Xtreme Software
- Breadcrumbs:** Home > Reports
- User Selection:** A dropdown menu is open, showing "Close Abbott" and "Samantha Abbott".
- Report List:**
 - 2014:** Semester 1 >, Semester 2 >
 - 2013:** Semester 1 >, Semester 1 >, Semester 2 >, Term 1 >
 - 2012:** Semester 1 >, Semester 2 >

Choose a report
then click to
download it

Learning menu > Semester Reports

View upcoming events and previous events

Your events are shown here

Home > Events

Upcoming 3 Previous 10

Pay Now for Events

Event	Cost	Due Date	Balance Due	Parent Approved	
Melbourne Museum Excursion: Chase Abbott 31 Mar 2016	\$ 50.00	24 Mar 2016	\$ 50.00	No	View & Approve
School Musical Performance: Chase Abbott 12 Apr 2016	\$ 20.00	17 Mar 2016	\$ 0.00	Not Required	View Details
Year 10 Gold Coast Camp: Chase Abbott 16 Aug 2016	\$ 750.00	20 Jun 2016	\$ 450.00	Yes	View & Pay

View the event details, approve the event and pay online

School menu > Events, Camps & Excursions

Viewing outstanding
and paid items

Select which items
to pay

Home > Payments

Outstanding Paid

Pay Now Amount: \$ 0.00 Pay Now

Date Due	Item	Amount		
24 Mar 2016	Melbourne Museum Excursion - Chase Abbott	\$ 50.00	View	Select to Pay
30 Mar 2016	Part Pay: Year 10 Gold Coast Camp - Chase Abbott	\$ 200.00	View	Select to Pay
30 Apr 2016	Part Pay: Year 10 Gold Coast Camp - Chase Abbott	\$ 200.00	View	Select to Pay
20 Jun 2016	Part Pay: Year 10 Gold Coast Camp - Chase Abbott	\$ 50.00	View	Select to Pay

After selecting
items click on
Pay Now to
enter your
credit card
details

School menu > Payments & Pay Now

View today's live attendance and statistics

View unapproved absences

Choose a date range

The screenshot shows the XUNO attendance management interface. At the top, there is a navigation bar with 'XUNO', 'School', 'Learning', and 'Options' on the left, and 'Ben Abbott, South Melbourne College', 'Links', and 'Xtreme Software' on the right. Below this is a breadcrumb trail 'Home > Attendance' and a date range selector 'Jan 1, 2016 - Dec 31, 2016'. The main content area displays student information for Chase Abbott (Samantha Abbott). It includes a 'Last Marked Today' section with 'Present 11:05am', 'Lowest Attendance: 80%', and 'Highest Attendance: 98%'. Below this, it shows 'Attendance Today' with a progress indicator, 'Unapproved Absences: 40', and 'Approved Absences: 10'. A yellow warning box states: 'Important: Chase has 76 unexplained absences. It is important that you review these and provide absence reasons.' There is also a section for 'Unexplained Absences' with a 'View more' link. At the bottom, there is a 'View Day-by-Day Attendance' button and a table showing attendance statistics for a specific subject.

Subject	Unapproved Absence	Approved Absence	Present	Attendance %
8 English S2 (BENG201-EM2) 2016S1A CURRENT	6	1	40 / 47	87%

View class attendance statistics

School menu > Attendance

Select your child to view the contact details your school has on record

Update your contact details. Your changes will be checked, and may take a few days to appear on the Portal

The screenshot shows a web interface for 'XUNO School'. The navigation bar includes 'XUNO', 'School', 'Learning', and 'Options'. The user is logged in as 'Ben Abbott, South Melbourne College'. The page title is 'Home > Contact Details'. A table lists 'Enrolled Children' with columns for 'Enrolled Children', 'Status', and 'Year Level'. The entry for 'Chase Abbott' is shown with 'Active' status and 'Year Level' 10. Below the table, a radio button is selected for 'Chase Abbott' (Samantha Abbott). A yellow callout box asks 'Are these details correct?' and provides instructions to click the 'Update Details' button. Below this, a form for 'Ben Abbott' shows contact information: 'Relationship to Chase: Father', 'Mobile: 0401 234 567', 'Phone (AH): 03 9020 5911', and 'Phone (BH): 03 9020 5912'. The 'Update Details' button is located at the bottom right of the yellow callout box.

Enrolled Children	Status	Year Level
Chase Abbott	Active	10

Chase Abbott Samantha Abbott

Are these details correct?
It's important that you keep your contact and emergency details up-to-date. Make adjustments to your contact details by clicking on the Update Details button. Any changes you make will be verified and may take a few days to appear on this page.

Ben Abbott

Relationship to Chase:	Father
Mobile:	0401 234 567
Phone (AH):	03 9020 5911
Phone (BH):	03 9020 5912

Once you click on the **Update Details** button you'll be able to make changes here

School menu > Contact Details

XUNO



XUNO Family App User Guide

XUNO Family is an app that will help make communication with the school quick and easy - giving you access to a wealth of information, without having to sit at a computer.

To log in, follow these steps:

1. Visit the App store or Play store and search for XUNO Family



2. Open the app
3. If asked, please allow push notifications for the most convenient experience with the app
4. Search for your school by typing the first few letters and then selecting your school from the list that appears.

If you have forgotten your password or username, you'll need to head to your school's Xuno website to reset it.



















<https://jacksons.xuno.com.au>

LOG IN


[Having problems logging in?](#)

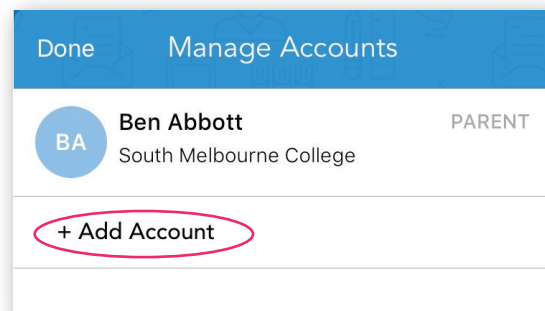
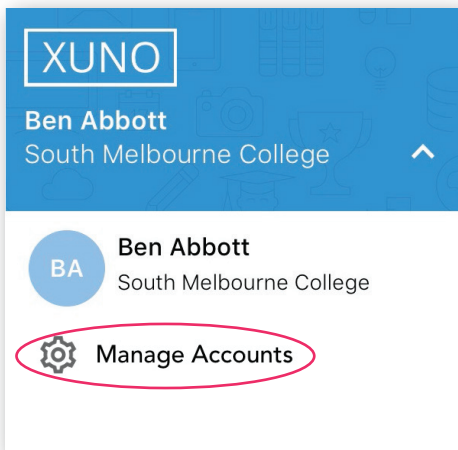
XUNO Family

Features: At a glance


XUNO	
Ben Abbott South Melbourne College	
 Dashboard	A collection of widgets including Upcoming Payments, Attendance, Events, Forms and Homework
 Notifications	A list of all notifications you've received since registering your account on the XUNO Family app
 Messages	Send a new message or read messages sent to you by school staff
 Timetable	Your child's timetable, showing today's date by default and any relevant timetable changes
 Calendar	A list of upcoming events and important dates
 News	School newsletters, announcements and other important information
 Attendance	View your child's marked attendance and contact the school regarding future or past absences
 Events, Fees & Forms	View, approve, fill out forms and make online payments for School Fees, Excursions, Camps and other events
 Payments	Pay for Events, Fees, Voluntary Contributions and other items
 Parent Teacher Interviews	Book Parent Teacher interviews and manage existing bookings
 Reports	View and print your child's school reports, including reports from past years
 Career Plans	View published Career Plans. Edit / contribute to career plans (Students only)
 Learning Plans	View published Career Plans. Edit / contribute to career plans (Students only)
 Progress Reports	View published Progress Reports and feedback
 Lessons, Assignments &...	View homework and class learning tasks, submit assignments, view learning task results if published
 Links	The school may include links to other apps or websites which can be accessed here
 Full XUNO	Log into the full XUNO website if necessary with one single click - No need to re-enter your password
 Settings	Check your app settings, and if necessary, send a report to the support team in a few simple taps

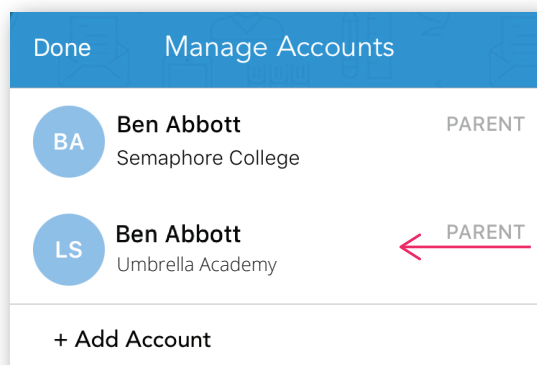
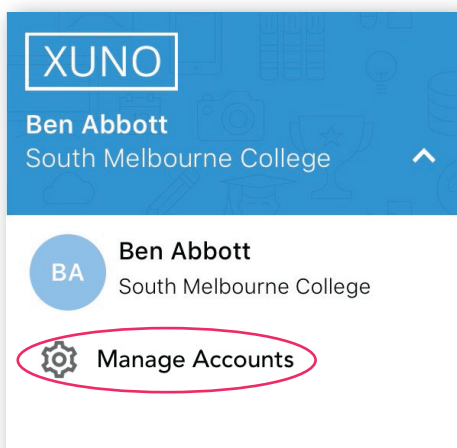
If you have children at multiple Xuno schools, you can login to more than one Xuno user on your device:

1. Tap the menu button in the top left 
2. Tap the small white arrow next to the school name
3. Tap Manage Accounts
4. Tap + Add Account
5. Register the new account using the School Code and user details you've been provided.




To remove an old user account from your device:

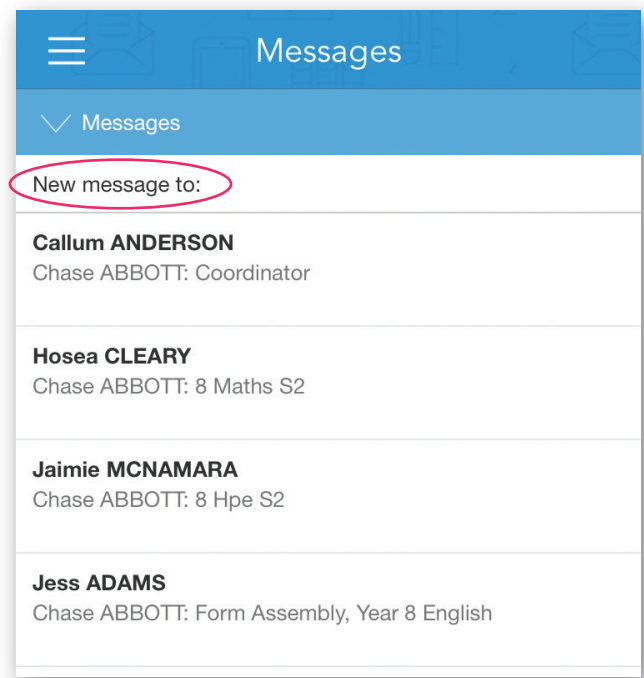
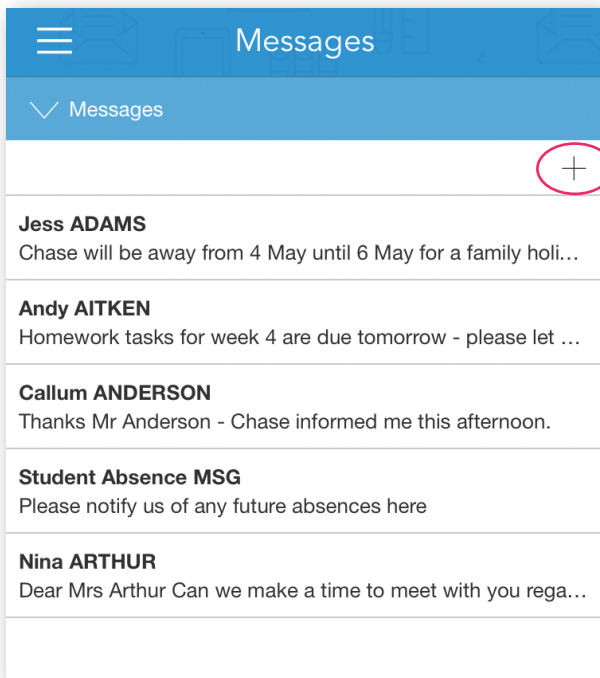
1. Tap the menu button in the top left 
2. Tap the small white arrow next to the school name
3. Tap Manage Accounts
4. For iOS, slide the account you want to remove all the way across toward the left. A red X will appear - tap it - follow the prompts to remove.
5. For Android, hold your finger down on the account you want to remove. A message will appear - follow the prompts to remove.



Apple users: **swipe**
 Android users: **hold**

To send a new message to a staff member

1. Tap the menu button in the top left 
2. Tap Messages
3. Tap the name of a Staff member who you've messaged in the past to view Message history or reply to a previous message
4. To start a new conversation, tap the + button in the top right and select from your child's teachers and coordinators



Please note: School may choose to disable certain XUNO features at their discretion - if you don't see some of the menu items contained within this user guide, it may mean that the school has chosen not to enable it. If you are interested in using a particular feature, or can't see a menu item that you've been asked to use by the school, please contact the school directly to discuss your options.

To download the Xuno Family App please click here:

Google Play Store

Apple App Store

For Xuno Help Articles please visit: <https://docs.xuno.com.au/students-parents-and-carers>

For further Xuno Support please make an appointment with our Jackson School IT Team through the Main Office Reception or call: 03 9366 4322.

XUNO

xuno.com.au
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