

# Signing up to Class Charts

1. Select [Sign up](#) from the main page and fill in the form provided. Enter your [parent code](#) into the [Access code](#) field.

**Please note:** Your Access Code [is not](#) the same as your password. The access code is only needed for the initial sign up.

LOG IN    SIGN UP

Email address  
example@edukey.co.uk

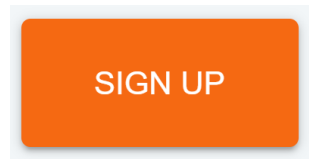
Access code (provided by school)  
ABC123

Name  
Example parent

Password  
.....

Retype password  
.....

2. Click on the [Sign up](#) button below the form.



3. Confirm the pupil's date of birth when prompted. Click on the [Date of Birth](#) field and use the date picker to enter the correct date.

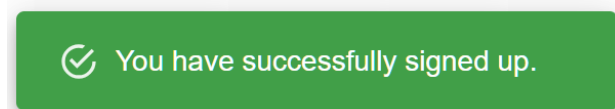
**Date of birth confirmation**

To confirm you are the parent / guardian, please enter your child's date of birth.

Date of Birth  
06/04/2007

[OK](#)    [CANCEL](#)

4. A [confirmation message](#) will appear, indicating that the sign up process is complete. [Verify](#) your email address to continue.



# Homework

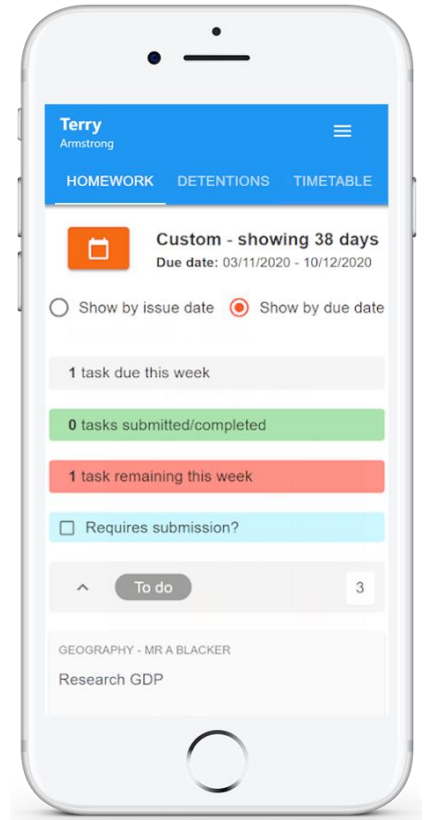
If your school has decided to share homework tasks with parents, you will see the [Homework](#) tab when viewing pupils from that school.

Selecting this tab will display a list of [homework tasks](#) which your child has been assigned to.

To change the date range for displayed homework tasks, click on the [Date](#) button to select from the available presets or create your own custom date range.

To display tasks in the order they were set, click on the [Issue Date](#) button

To display tasks in the order they are expected to be handed in, click on the [Due date](#) button.



To view a homework task in more detail, click on the [expand](#) icon in the bottom right hand corner of the homework tile.

A popup will appear that contains the a [description](#) of the homework task, the [estimated completion time](#) and any [links](#) or [attachments](#) that may have been included.



To do ×

**Research GDP**  
GEOGRAPHY - 8F/GG - MR A BLACKER

**Type:** Blended Learning  
**Issue date:** Monday 09/11/2020  
**Due date:** Wednesday 11/11/2020  
**Estimated completion time:** 1 hours

Please write a short paragraph on what GDP is and how it is used.

# Homework status categories

**To-Do:** These are homework tasks that have not been ticked as completed by your child and have not been marked by their teacher.

To do

**Completed:** These are homework tasks that have been ticked as completed by your child but have not been marked by their teacher.

Completed

**Late:** These are homework tasks that have been handed in past the deadline.

Submitted late

**Not submitted:** These are homework tasks that were not handed in on time.

Not submitted

**Submitted:** These are homework tasks that have been handed in on time.

Submitted

# Keeping track of homework

As your child is assigned homework tasks, you may want track of how they are progressing for the current week.

The [three banners](#) above the homework status categories count the number of homework tasks that are [due this week](#), how many of those tasks your child has [completed](#) and how many tasks they [still need to complete](#).

To only see homework tasks that require an [attachment submission](#), tick the checkbox labelled [Requires submission](#).

1 task due this week

0 tasks submitted/completed

1 task remaining this week

Requires submission?

If you are viewing the [Homework](#) tab via a [desktop](#) or [laptop](#), expanding a homework status category will display a [table overview](#) of each homework task for the selected date range.

<span>^</span> <span>To do</span> <span>3</span>								
	 Homework <span>↑↓</span>	 Teacher <span>↑↓</span>	 Lesson <span>↑↓</span>	 Issued <span>↑↓</span>	 Due <span>↑↓</span>	 Estimated time <span>↑↓</span>	 Type <span>↑↓</span>	 Feedback <span>↑↓</span>
	Research GDP	Mr A Blacker	8F/Gg	Monday 09/11/2020	Wednesday 11/11/2020	1 hours	Blended Learning	
	Write a soliloquy	Mr J Kato	8y/En2	Tuesday 10/11/2020	Tuesday 17/11/2020	30 minutes	Homework	
	Create a poster on French food	Mrs A Abell	7YEL/Fr	Friday 06/11/2020	Thursday 19/11/2020	45 minutes	Homework	<span>Feedback</span>

# Homework attachment submissions

For certain homework tasks, your child may be asked to [upload their work](#) as an [attachment](#). If your school has allowed it, you will be able to upload homework attachments [on your child's behalf](#).

When viewing a homework task in more detail, you will see the [Upload attachment](#) button if your child's teacher is expecting their work to be uploaded.

To submit a homework attachment, click on the [Upload attachment](#) button and select the files of your choice. Successfully uploaded files will then appear above the button.

If your child's teacher leaves feedback on one of their homework attachments, you will see a [Feedback](#) icon appear on the associated homework task.

To do



## Write a book review

RECREATION - C6R/RC5 - MRS A ABELL

**Type:** Homework

**Issue date:** Friday 20/03/2020

**Due date:** Friday 27/03/2020

**Estimated completion time:** 10

Completed?

Write a 500 word review on the book of your choice.

### My attachments

My book review.doc



[+ UPLOAD ATTACHMENT](#)

You can upload a maximum of 5 attachments, each up to 250mb in size.

Supported file formats: doc, docx, pdf, xls, xlsx, ppt, pptx, pub, txt, png, jpeg, jpg, gif, rtf, mp3, odt, odp, csv, mp4, mov, m4a, sb3

RECREATION - MRS A ABELL



## Write a book review

**Issued:** Friday 20/03/2020

**Due:** Friday 27/03/2020

[Feedback](#)



# Homework attachment feedback

If your school has decided to share homework feedback with parents, you will be able to see your view child's [homework attachments](#) and the [teacher feedback](#) that followed.

When viewing a homework task in more detail, you will see the [My attachments](#) section if homework submissions were set by the teacher. This contains your child's uploaded [homework attachments](#) along with any [teacher comments](#).

To view the homework attachment in more detail, click on the [filename](#) to generate a copy of the attachment.

If your school has decided not to share homework feedback with parents, you will see the [Feedback](#) indicator on homework tasks with teacher feedback, but will you [will not be able to view](#) your child's [homework attachments](#) or [associated feedback](#).

Submitted ✕

### Write a book review


RECREATION - C6R/RC5 - MRS A ABELL

**Type:** Homework  
**Issue date:** Friday 20/03/2020  
**Due date:** Friday 27/03/2020  
**Estimated completion time:** 10

Completed? Yes

Write a 500 word review on the book of your choice.

#### My attachments

 My book review.doc  
Teacher's note: Excellent work!

Submitted ✕

### Write a book review

RECREATION - C6R/RC5 - MRS A ABELL

**Type:** Homework  
**Issue date:** Friday 20/03/2020  
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Completed? Yes

Write a 500 word review on the book of your choice.