

PARENTS GUIDE TO GETTING SUMMARY FROM CONSULTATION TOOL

Step 1: Go to Rosyth School Website: <http://www.rosyth.moe.edu.sg/>

Hover above “For parents” and click on “Links”



The screenshot shows the Rosyth School website homepage. The top navigation bar includes the school logo (Rosyth School with the motto 'READY TO SERVE') and menu items: ABOUT US, DEPARTMENTS, FOR PARENTS, CONTACT US, and AWARDS. A search icon is also present. The main banner features a group of smiling students in school uniforms. Overlaid on the banner is a circular graphic with the text 'Excellence in All We Do, Integrity, Care & Share, Adventurous Spirit, Respect & Responsibility' and five colorful cartoon characters (a yellow star, an orange circle, a red heart, a green triangle, and a blue square). To the right of the banner, the text 'Care Values Our Foundation' is displayed in a white serif font. A dropdown menu is open under the 'FOR PARENTS' menu item, listing: Admission Matters, Administrative Matters, Information for New Students, Parents Portal, Parent Support Group, Forms, and Links. The 'Links' option is highlighted with a red box. A red arrow points from the text 'Hover above “For parents” and click on “Links”' to the 'Links' option in the dropdown menu. Below the banner, there are two sections: 'NEWS FLASH' and 'ANNOUNCEMENTS'. The 'NEWS FLASH' section contains a link for 'Parent volunteer programme' with a 'Click to find out more!' button. The 'ANNOUNCEMENTS' section contains a link for 'President's Award for Teachers (PAT) Nominations 2017' with the date '2017-01-18' and a 'Click to view' button.

[The ICT Connection](#)

For Parents and Students

[Parents in Education \(PiE\) website](#)

[MOE Facebook \(First week of P1\)](#)

[Secondary One Posting Exercise](#)

[NEU PC Plus Programme](#)

[Bully Free Campaign](#)

[AsknLearn Portal](#)

[E-careers Portal](#)

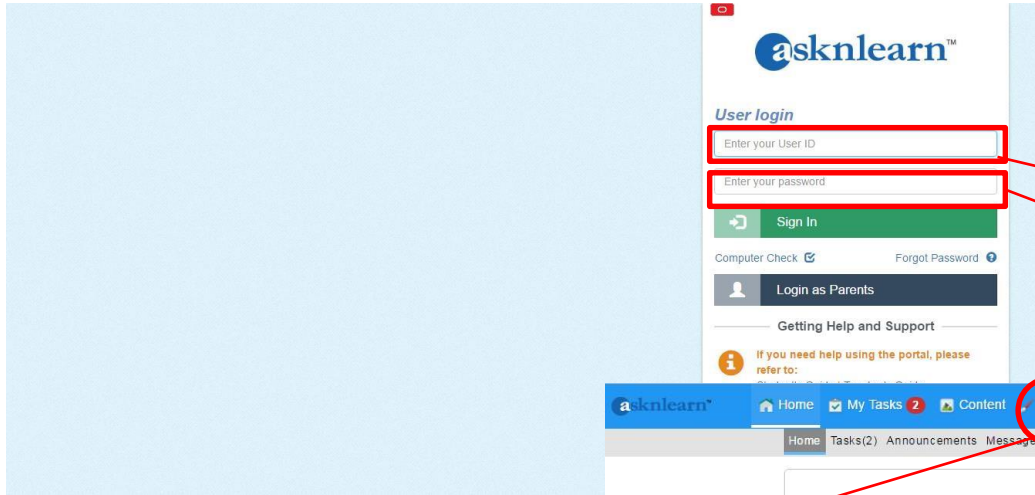
[Official Scratch Website](#)

[Rosyth School Alumni](#)

[Singapore Schoolbag](#)

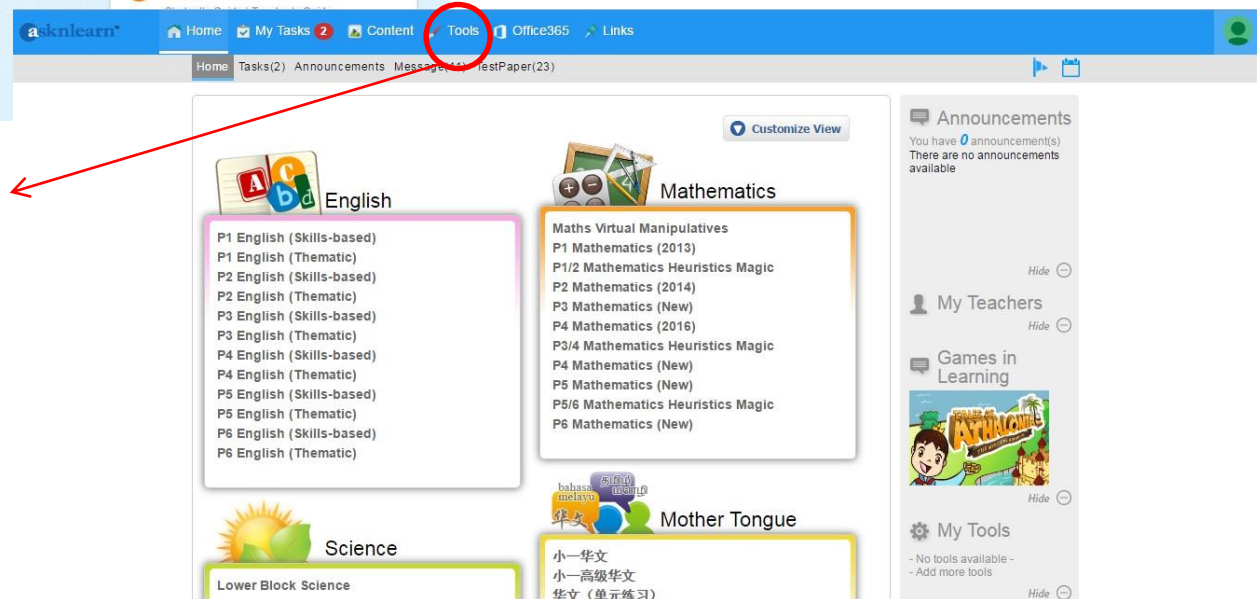
Click on “AsknLearn Portal” under For Parents and Students

Step 2: Login with the ID



Key in your account and password details. Do remember to indicate your account profile.

2. Select "Tools"



Step 3: Select “Consultation”

asknlearn Home My Tasks Content Tools Office365 Links

Shared Blog
Record your reflections and thoughts

ePortfolio
Showcase your works, skills and accomplishments

Video Library
Video learning tool to promote collaborative / independent learning

Podcast
Create and share audio and video contents through web syndication

Administrative Tools

CCA Selection
CCA Management for Schools

Consultation
Make appointment for consultation

Course Selection
Booking of courses

Good Deed Portal
Nominate and appraise students for positive actions

NYAA
Track students' progress and achievement

Report Jobs
Report Jobs

Student Profiling(New)
Maintaining records of user's personal and family information

Suggestion Space
For sending suggestions

Task Search

Travel Declaration

1. Select “Consultation”

2. Select “Bookings”

asknlearn Home My Tasks Content Tools Office365 Links

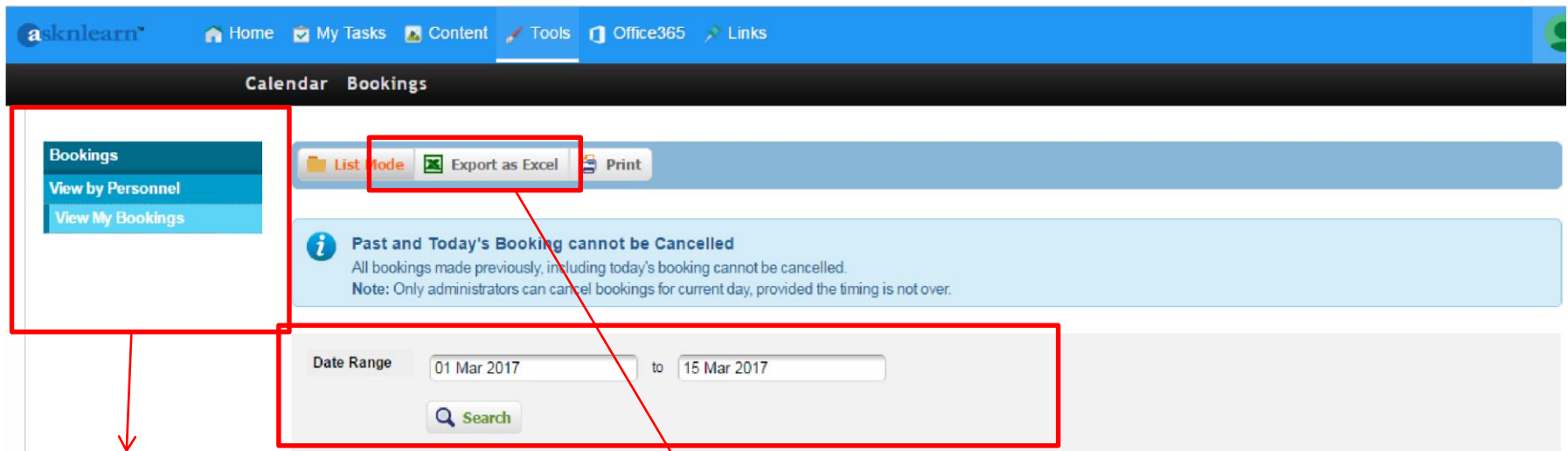
Calenda **Bookings**

Consultation Information

Booking Available
From 09 Mar 2017 00:00AM to 17 Mar 2017 23:59PM

Category	Personnel	Action
Teachers	Ji Min	
Teachers	KATHERINE WONG (TAN NGUANG LENG)	
Teachers	KOKILA	
Teachers	LEE BAO LING	
Teachers	LIM SWEE CHING	
Teachers	Nur Assyikin Binti Mohamad Lais	
Form Teacher	Tan Kian Tiong	

Step 4: If you chose “View My Bookings”, enter a date range and click “Search”.



1. You can choose either selections.

2 . Select a Date Range to check which slots you have booked.

3 . To keep a copy of the slots you have booked, click “Export as Excel”