



SEQTA™

SEQTA Engage

For Primary Parents

Better Education. Better World.

Copyright

This work is copyright. Apart from any use permitted under the Copyright Act 1968, no part may be reproduced by any process, nor may any other exclusive right be exercised, without the permission of SEQTA Professional Services, PO Box 740 Joondalup DC WA 6919, December 2015.

1 Training manual

SEQTA Engage

1	Training manual SEQTA Engage	2
1.	Using SEQTA Engage	3
1.1	SEQTA Engage views.....	3
1.1.1	What can be viewed in SEQTA Engage	4
1.2	Welcome Page.....	5
1.3	Assessments.....	5
1.3.1	Viewing Assessment Results	7
1.3.2	Assessment Notifications	9
1.4	Courses	10
1.4.1	Homework.....	11
1.5	Dashboard	12
1.6	Direct messages.....	13
1.7	Documents	14
1.8	Folios	15
1.9	Forums	16
1.10	Goals	17
1.11	Notices.....	18
1.12	Portals	19
1.13	Reports	20
1.14	Settings.....	21
1.15	Timetable	22
1.16	Logout.....	23

1. Using SEQTA Engage

SEQTA Engage is a powerful tool for parents to have an overview of their child's learning and assessments. It also provides a communication channel for parents and teachers, enabling greater collaboration and hopefully enhanced learning outcomes for the students.

This manual is designed as a guide for parents and is intended to provide the information necessary for the user to effectively use SEQTA Engage. Some aspects of SEQTA Engage may not be part of the school's implementation and it is therefore recommended that you follow your school's procedures where it differs from the suggestions within this manual.

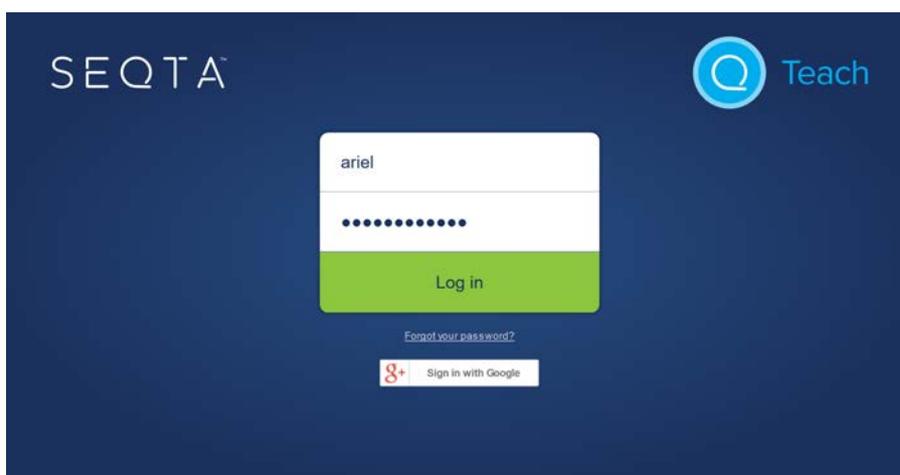
Both the SEQTA Engage and SEQTA Learn sites use the SEQTA Teach programmes as the primary vehicle through which all the teaching and curriculum-related information is shared.

1.1 SEQTA Engage views

SEQTA Engage provides parents with access to key information. In addition, teachers can share course and assessment information as well as allowing students to submit assessments. The options available may differ slightly from school-to-school depending on how the school has set it up.

Parents enter SEQTA Engage through their login page entering the username and password the school has provided you.

If you forget your password, select 'Forgot your password' and enter your username and email address and select 'Reset password'. The SEQTA system will then send you an email with further instructions.



1.1.1 What can be viewed in SEQTA Engage

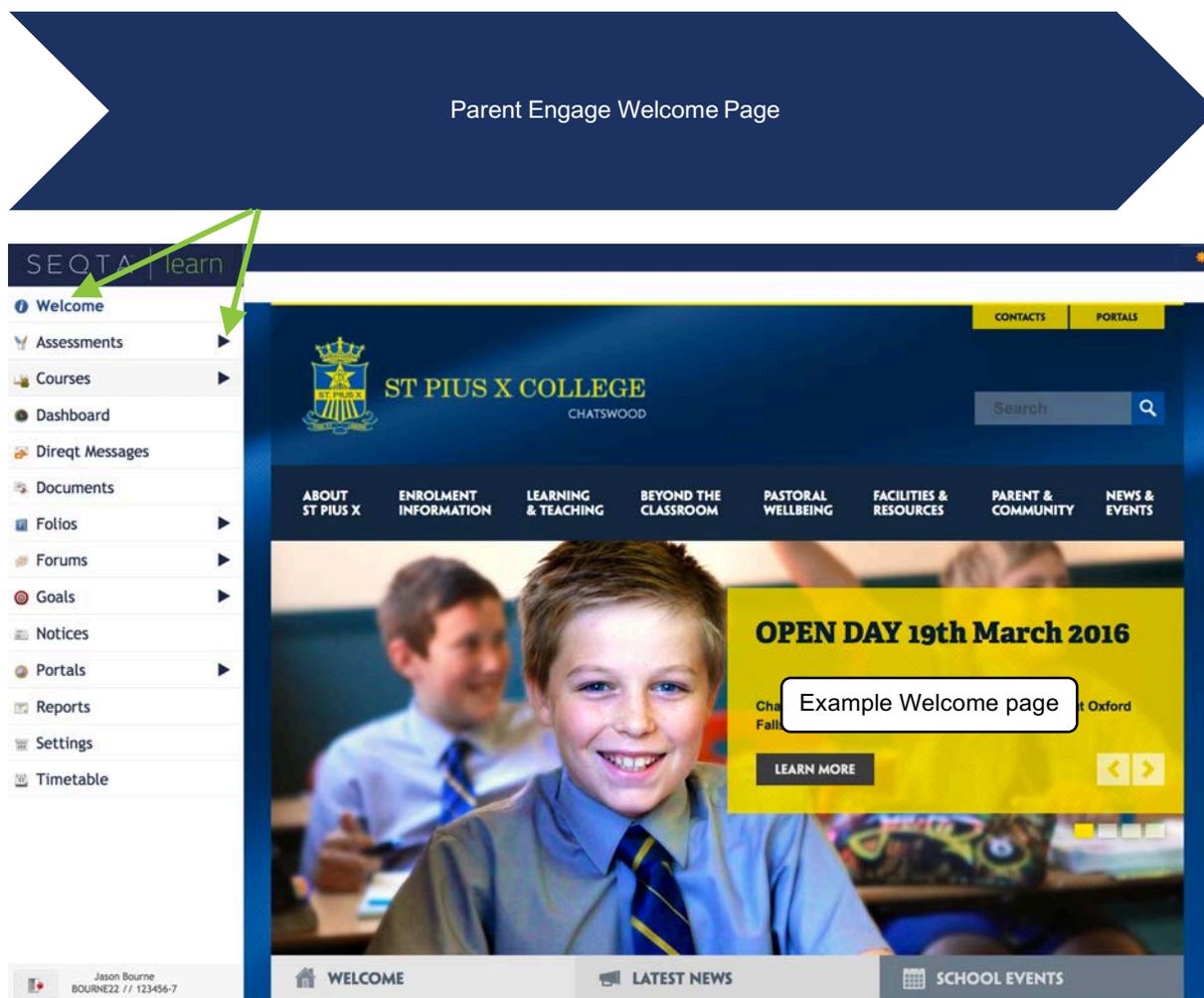
A number of pages can be accessed through SEQTA Engage. However, available options may differ slightly from school-to-school depending on how the school has set it up. Click the page to view information required.

- **Assessments:** View assessment information and results. Students can upload e-submissions and also submit online assessments.
- **Courses:** Course and lesson outlines
- **Dashboard:** Access to dashlets (eg. absences, pastoral care details)
- **Direct messages:** Internal messages similar to email.
- **Documents:** Access to view school document repository.
- **Folios:** Students can create folios which can then be shared with other Students, their Parents and/or Teachers.
- **Forums:** Forums are created by teachers to facilitate collaborative online learning for students.
- **Goals:** Students can set goals allowing the school to track students' progress against specific educational and career goals.
- **Notices:** Are used by the school to communicate information that is not specific to a subject or student. If enabled by the school the notices can be viewed through SEQTA Engage.
- **Portals:** Portals provide parents and students respectively with access to key information from their school.
- **Reports:** Access to academic reports.
- **Settings:** Profile management
- **Timetable:** Your child's school timetable can be viewed from here. Schools may also decide to add the co-curricular activities they are currently engaged in on to their timetable.

1.2 Welcome Page

This is the first page displayed when parents log into SEQTA Engage.

Any title in the menu that appears with a black arrow to the right, indicates there are numerous options for that section.



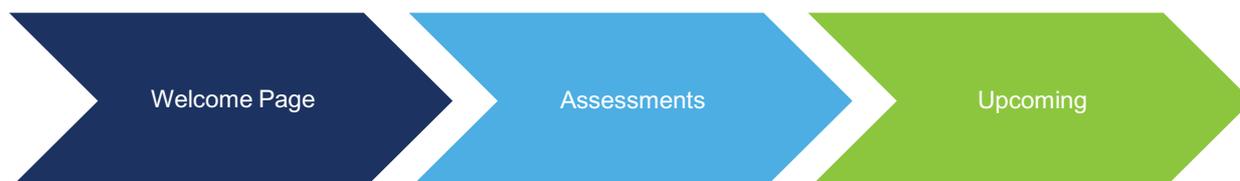
Please note, if parents have more than one child in the school, they will use one login to view all information on each child. Each child's name will appear in the following menu items:

- Assessments
- Courses
- Timetable
- Reports
- Goals
- Folios

1.3 Assessments

Parents can view results and teacher feedback (if enabled by the school) for any timetable period and subject through the *Assessments* page.

Upcoming assessments show for students and parents when a teacher has made the assessment 'visible' in their marks book. If the due date is red the date for submitting work has passed.



SEQTA engage

Welcome

Welcome to SEQTA Primary School

Upcoming

CARDS

List of upcoming assessments:

Maths
Mental Maths
16 Jun 2016

Procedure Final

How to write an informa...

If the due date is red, the date for submitting work has passed

Displays upcoming assessments, due dates and support document the teacher has uploaded

The view of the upcoming assessments can be changed between *cards* or *list*.

Teachers may choose to upload resources to individual assessments to support students with the completion of a task. These documents can also be downloaded and viewed by parents.

The screenshot shows the SEQTA Engage interface. On the left, there is a sidebar with a navigation menu including 'Upcoming', 'Art', 'Learning Centres Literacy', and 'New programme'. The main content area displays a table of upcoming assessments in 'List view'. A callout box points to the 'LIST' dropdown menu with the text 'Click to select List view'. The table has columns for SUBJECT, DATE, TITLE, and RESOURCES. The first row is for 'Maths' on '16 Jun 2016' with the title 'Mental Maths'. The second row is for 'English' on '30 Jun 2016' with the title 'Assessment Task 1*'. A callout box points to the 'CARDS' dropdown menu with the text 'Click to select Card view'. Below the table, two cards are shown: a yellow card for 'Maths Mental Maths' on '16 Jun 2016' and a green card for 'English Assessment Task 1*' on '30 Jun 2016'. A callout box points to the resource link 'How to write an informational report' on the English card with the text 'Resources the teacher has provided for the assessment task can be downloaded and viewed'.

SUBJECT	DATE	TITLE	RESOURCES
Maths	16 Jun 2016	Mental Maths	
English	30 Jun 2016	Assessment Task 1*	How to write an informational report

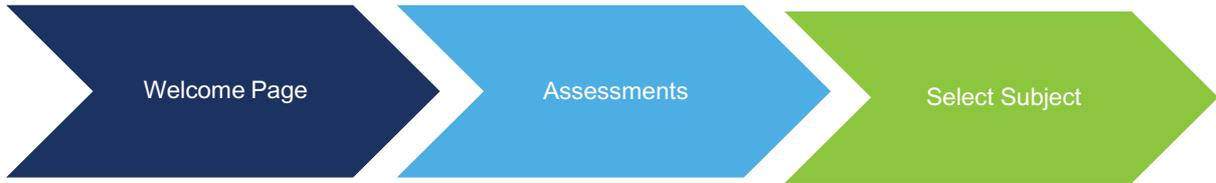
1.3.1 Viewing Assessment Results

Teachers can also make students' marks and applicable comments visible through SEQTA Engage. Schools may choose to notify parents through email when results have been released.

Teachers can also give students the ability to electronically submit their work. Work submitted electronically can also be viewed with the results information.

Viewing the results information can be changed between *Task* view and *Syllabus* view. *Task* view will display results only. *Syllabus* view displays the assessment results, teacher comments (if provided) and any additional documents the teacher has uploaded for a student.

Teachers may also set the option that once the marks have been released, students can write a reflection, identifying what they did well and next learning steps. This will then be visible to the teacher via the *Marks book* and also to parents.



SEQTA | engage

Learning Centres Literacy

TASK VIEW ▾

← Test 123

Upcoming

Art

Learning Centres Literacy

New programme

Mr Peter Coyne

This is the upcoming assessments message

No upcoming assessments.

If you have any questions about the assessment below please email the relevant teacher directly.

Tap or click on an assessment for more details

Recite A-J Tuesday, 26th April 2016

Recite K - T Wednesday, 4th May 2016

Recite U-Z Wednesday, 11th May 2016

Posture Tuesday, 17th May 2016

Student results displaying in Task view

Click on a subject to view results

SEQTA | engage

Learning Centres Literacy

SYLLABUS VIEW ▾

← Test 123

Upcoming

Art

Learning Centres Literacy

New programme

Mr Peter Coyne

This is the upcoming assessments message

No upcoming assessments.

If you have any questions about the assessment below please email the relevant teacher directly.

Tap or click on an assessment for more details

(None)

Recite A-J Tuesday, 26th April 2016

Can recite first 10 letters correctly

Recite K - T Wednesday, 4th May 2016

Correctly recites K-T

There are still some problems with getting the correct order of l,m,n,o. Some work at home on the correct pronunciation of these would be very beneficial as well as slowing down to help with the articulation

Recite U-Z Wednesday, 11th May 2016

Correctly recites U-Z

To recite from U she needs to start all the way the beginning of the alphabet. Some special games at home to help recite the alphabet from any starting point would be very helpful,

Posture Tuesday, 17th May 2016

Shows correct posture

It is important that Jenny's posture when writing and reading at a desk is constantly monitored. She complains of a sore back regularly.

STUDENT'S REFLECTION ON SHOWS CORRECT POSTURE

Test says that she gets really bored with writing because she cant thin of things to write and therefore doesn't sit nicely. I have spoken to her about this and she will try to improve her posture

Submissions

posture.jpeg

Student reflection and additional documents uploaded by the teacher and/or student

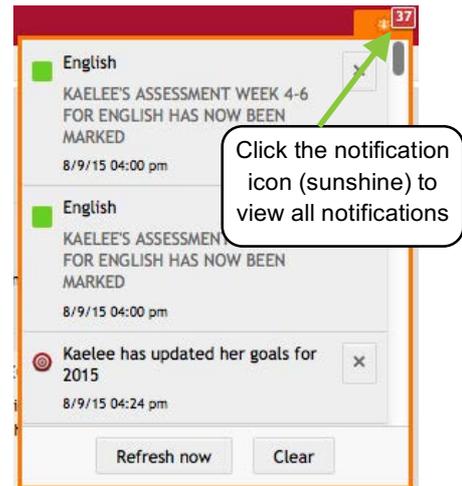
Click on an assessment to expand the view and display further information

1.3.2 Assessment Notifications

To enhance communication between the school, and parents, notifications are automatically sent to your device via email if you have not accessed SEQTA Engage within a time period set down by the school.

Notifications are sent when:

- a new academic report is available
- a new *Direqt message* is sent
- when there are changes to assessments/results are visible (depending on assessment settings)
- when student goals are added or edited
- when new messages or comments on student folios are made.



Notifications display in the top right of the screen (sunshine icon). Once clicked, a list of notifications will be visible. Clicking on a specific notification will take you to the actual section of the menu list.

The number of unread notifications is displayed on the notification in red.

1.4 Courses

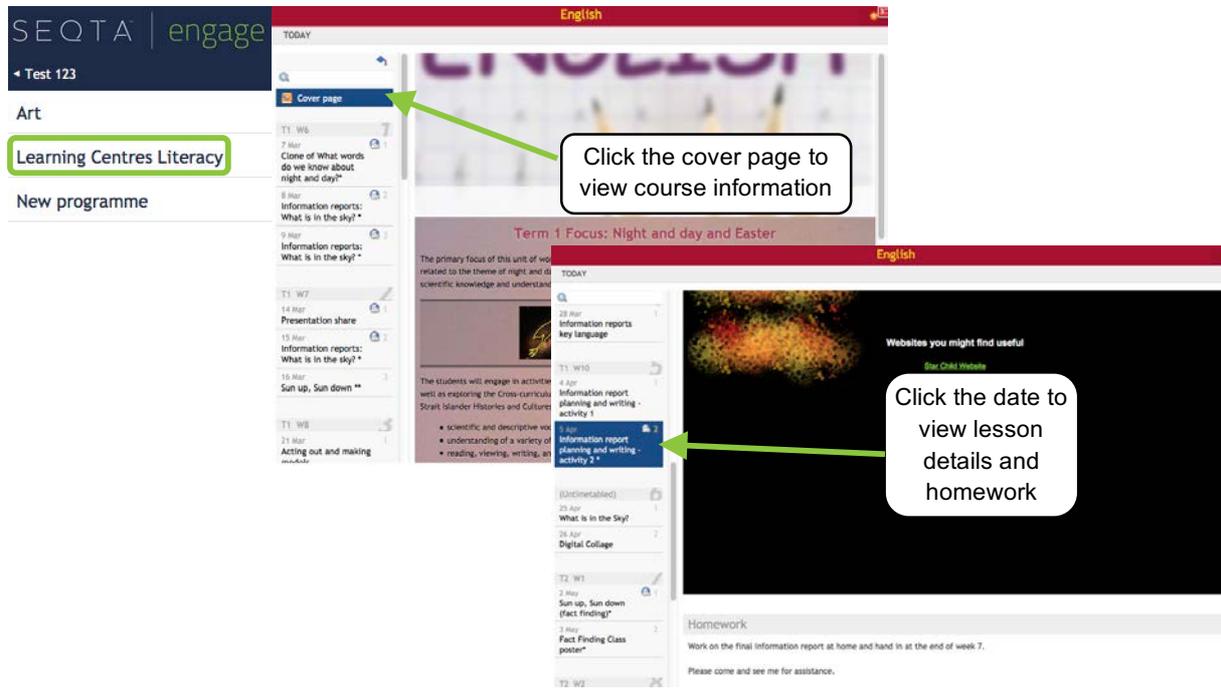
Through *Courses* parents can view lesson outlines, resources and homework. Homework is also visible through the *Dashboard*.



The screenshot shows the SEQTA engage user interface. On the left is a navigation menu with items like Welcome, Assessments, Courses, Dashboard, etc. The 'Courses' item is highlighted with a green box. A dropdown menu is open over the 'Courses' item, listing 'Art', 'Learning Centres Literacy', and 'New programme'. A callout box points to the dropdown with the text: 'Click the subject to view course/lesson information'. The main content area shows a 'Welcome to SEQTA Primary School' header and a 'VALUES BELIEF' section with text about school values.

1.4.1 Homework

Homework can be viewed from the individual subject page as per the image below, and also be viewed from the Dashboards menu (see 1.5).



1.5 Dashboard

The *Dashboard* provides an overview of many important summary components of a student. Information such as, dates of unresolved absences, pastoral care records (if enabled by the school), homework and timetable overview can be seen.

Other dashlets can be made visible by selecting other available options as shown below.



The screenshot shows the SEQTA engage Dashboard interface. On the left is a sidebar with navigation options: Welcome, Assessments, Courses, **Dashboard** (highlighted with a green box), Direct Messages, Documents, Folios, Forums, Goals, Notices, Portals, Reports, Settings, and Timetable. A dropdown menu is open over the 'Dashboard' option, listing 11 dashlets: Calculator, Homework (checked), Notes, Notifications, Pastoral care (checked), Pastoral care details, Sentence generator, Task list, Timetable (checked), and Unread forum messages. A callout box with a green arrow points to the 'Homework' option, containing the text 'Click to select the viewing options'. The main dashboard area displays several dashlets: 'Homework for Kaelee Allison' (showing 'Mathematics Mangahigh' and 'Take home investigation 1'), 'Timetable for Kaelee Allison' (showing a grid for 'Fri 17 Jun' and 'Sat 18 Jun'), and two 'Pastoral care' tables for 'Test 123' and 'Kaelee Allison'.

Pastoral care for Test 123													
	J	F	M	A	M	J	J	A	S	O	N	D	Σ
Lateness	0	0	0	1	0	0	0	0	0	0	0	0	1

Pastoral care for Kaelee Allison													
	J	F	M	A	M	J	J	A	S	O	N	D	Σ
Affirmation	1	0	0	0	0	0	0	0	0	0	0	0	1
Behaviour	0	1	0	0	0	0	0	0	0	0	0	0	1
Homework	1	0	0	0	0	0	0	0	0	0	0	0	1
Uniform	0	1	0	0	0	0	0	0	0	0	0	0	1

1.6 Direqt messages

Teachers and parents can exchange messages in an integrated message system.

When you receive a new Direqt message a new notification will appear in the notifications icon (top right). If you click on the message in your notifications list, the Direqt message screen will open and the message you clicked on in the notification will be displayed.

The screenshot shows the SEQTA engage user interface. At the top, there are two large blue arrows pointing right, labeled 'Welcome Page' and 'Direqt Messages'. Below this is a navigation bar with the SEQTA logo and 'engage' text. On the right of the navigation bar is a 'Notifications icon' with a star icon. The main interface is divided into a left sidebar and a main content area. The sidebar contains a list of menu items: Welcome, Assessments, Courses, Dashboard, Direqt Messages (highlighted with a green box), Documents, Folios, Goals, Notices, Portals, Reports, Settings, and Timetable. The main content area displays a message list with columns for Sender, Recipient(s), Date, and Subject. A callout box points to the 'Direqt Messages' menu item with the text 'Click to view messages'. Below the message list, a specific message is expanded, showing the sender 'Mr Russel Golan' and the recipient 'Mrs Kim Edwards'. The message body contains placeholder text: 'Dolor sit amet'.

Sender	Recipient(s)	Date	Subject
Mr Russel Golan	Mrs Kim Edwards	27/Nov/14 04:07 pm	Dolor sit amet
Mrs Haidey Garrett	Mrs Kim Edwards	17/Feb/15 09:44 pm	Maecenas vulputate purus
Mrs Haidey Garrett	20 st, 20 gd	9/Mar/15 09:39 pm	Consectetur! Adipiscing elit!
Mr Ben Serrano	Mrs Kim Edwards	21/Mar/15 05:00 pm	Maecenas vulputate purus
Mrs Haidey Garrett	Mrs Kim Edwards	29/Jul/15 11:00 am	Morbi
Mrs Haidey Garrett	Mrs Kim Edwards	10/Aug/15 10:33 am	Duis porttitor tortor cras
Mrs Haidey Garrett	Mrs Kim Edwards	12/Aug/15 11:00 am	Dolor sit amet

Dolor sit amet
Sent by Mr Russel Golan on Thursday, 27th November 2014 @ 04:07 pm

Read
Mrs Kim Edwards

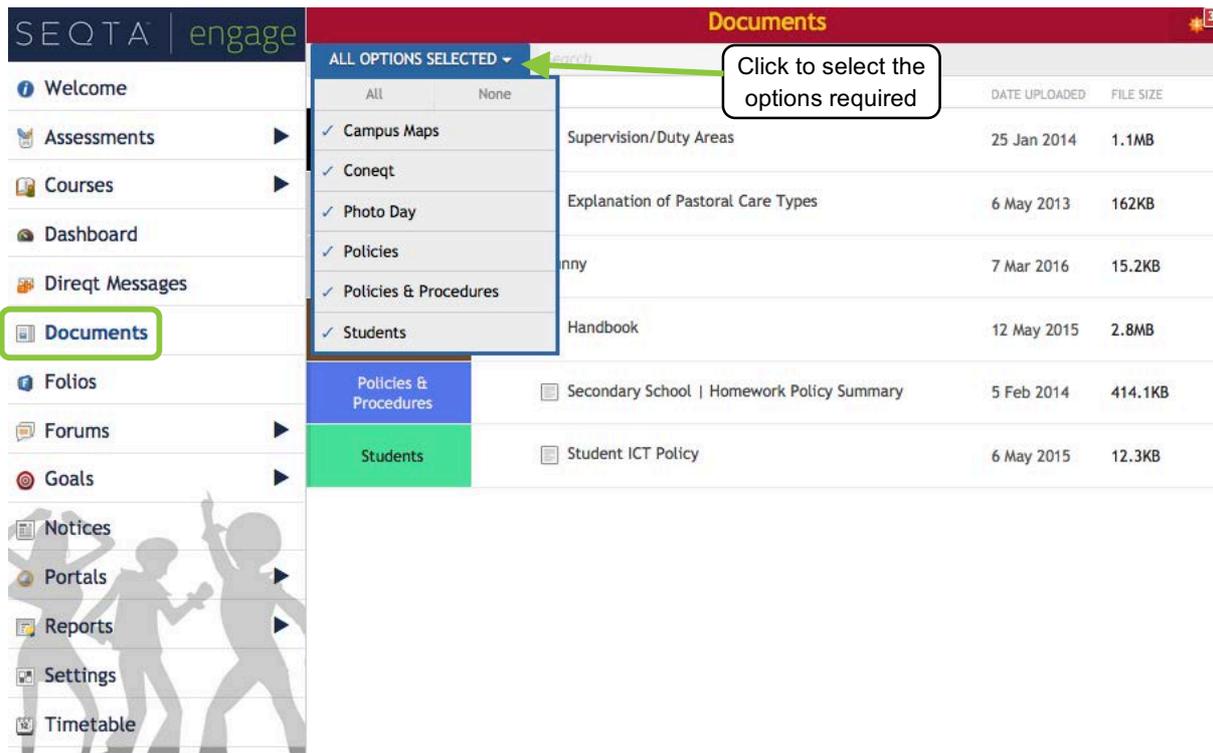
Curabitur id enim sed quam auctor rutrum in at augue. Phasellus porta venenatis arcu non elementum. Integer egestas elit libero, ac dictum est. Phasellus eleifend leo id elit dapibus luctus. Vivamus ut interdum lectus. Nunc massa purus, sollicitudin eget aliquam vel, cursus nec felis. Donec arcu neque, lobortis at euismod in, tincidunt nec tellus. Pellentesque posuere, urna vitae consequat sollicitudin, ipsum urna facilisis elit, ac commodo risus sapien aliquet velit. Ut erat arcu, semper nec dictum nec, faucibus ut nunc. Suspendisse eleifend eros eget libero tempor ut auctor dui dapibus. Cras interdum, arcu sit amet congue vestibulum, dolor velit suscipit nibh, sit amet pellentesque nisl sem eu nunc. Etiam adipiscing, lectus et dignissim laoreet, elit nulla consequat nulla, quis pharetra nisl nibh ut est. Phasellus euismod nulla quis dolor euismod sit amet ullamcorper arcu blandit. Maecenas urna mi, venenatis ultricies tempor eu, adipiscing a elit. Vestibulum est erat, aliquameget interdum dictum, tristique id est.

1.7 Documents

Schools can also provide parents with access to a range of documents. Examples of documents that schools may choose to make available include, camp forms, policies and procedures, excursion details etc.



The diagram shows a navigation flow from 'Welcome Page' to 'Documents'.



The screenshot shows the SEQTA engage interface. The 'Documents' menu item is highlighted in the left sidebar. A dropdown menu is open, showing filter options: 'All', 'None', 'Campus Maps', 'Coneqt', 'Photo Day', 'Policies', 'Policies & Procedures', and 'Students'. A callout box points to the dropdown with the text 'Click to select the options required'. The main content area displays a table of documents with columns for 'DATE UPLOADED' and 'FILE SIZE'.

	DATE UPLOADED	FILE SIZE
Supervision/Duty Areas	25 Jan 2014	1.1MB
Explanation of Pastoral Care Types	6 May 2013	162KB
Handbook	12 May 2015	2.8MB
Secondary School Homework Policy Summary	5 Feb 2014	414.1KB
Student ICT Policy	6 May 2015	12.3KB

1.8 Folios

Students can create online folios in *SEQTA Learn* that can be shared with teachers, parents and other students. Folios do not need to be published to the selected audience until the student is ready to do so. Sharing of the folios allows for a high level of collaboration and input.

Teachers, parents and students can view and comment on Folios that have been published and they have been selected to view.

Any comments entered in a folio will trigger a notification to the owner of the folio.

Welcome Page

Folios

SEQTA | engage

Folios

Welcome

Assessments

Courses

Dashboard

Direct Messages

Documents

Folios

Forums

Notices

Portals

Reports

Settings

Timetable

Mr Christiansen

Search folios

Hint: Tap/click on tags in a folio to find similarly-tagged folios

Chiara's Folio

Chiara Christiansen

23/Apr/15 12:59 pm

Chiara Christiansen

This is my Folio

I have allowed all students, some staff and Dad to see this.

Mat (Matteo) Christiansen 13/MAY/15 11:19 AM

Comments can be entered here

Show 2 read comments...

Type here to add a new comment...

Send

1.9 Forums

Forums can be created by teachers to facilitate collaborative online learning. Teachers can select participants in the forum, set the topic for the forum, post relevant comments and resources and also monitor the online discussion.

The screenshot displays the SEQTA engage user interface. At the top, a navigation bar features a dark blue arrow pointing right with 'Welcome Page' and a light blue arrow pointing right with 'Forums'. Below this, the main interface is divided into a sidebar and a main content area. The sidebar on the left lists various navigation options: Welcome, Assessments, Courses, Dashboard, Direct Messages, Documents, Folios, Forums (highlighted with a green box), Notices, Portals, Reports, Settings, and Timetable. The main content area shows a forum titled 'Assessment Task 1*' with a green arrow pointing to it and a callout box that says 'Click to open forum'. Below the forum title, there are two posts. The first post is by Chiara Christiansen, dated 28/APR/15 02:09 PM, with the subject 'TEST'. The second post is by Mr Christiansen, dated 28/APR/15 02:10 PM, with the subject 'DO SOME WORK'. Each post has a text input field with the placeholder 'Type here to add a new comment...' and a 'Send' button. At the bottom of the main content area, there is a rich text editor for Mr Christiansen, featuring a 'FORMAT' dropdown, various text formatting icons (bold, italic, underline, text color, background color, link, unlink, list, indent, outdent), an 'INSERT...' dropdown, and a 'Send' button.

1.10 Goals

This area allows schools to track students' progress against specific educational and social goals etc. Parents can view student goals (if they have been created) for different timetable periods.

Welcome Page

Goals

SEQTA | engage

Welcome

Assessments

Courses

Dashboard

Direct Messages

Documents

Folios

Goals

Notices

Portals

Reports

Settings

Timetable

SEQTA | engage

Lauren Ailsa

2015 goals

2014 goals

Click to open and view goals

Lauren Ailsa's notes

Nulla nec felis a orci mollis sagittis. Suspendisse lectus massa, varius pellentesque fermentum non, cursus eget augue. Nullam consectetur diam sit amet metus dictum ut semper felis lacinia. Quisque viverra, mi sed sagittis condimentum, libero neque consectetur lacus, nec feugiat dul lacus et risus. Phasellus cursus leo ac tortor placerat bibendum sollicitudin sapien posuere. Pellentesque lacinia tortor vitae libero porta vestibulum. Duis nunc urna, pellentesque ut tincidunt vitae, iaculis nec est. Vivamus enim risus, viverra et rutrum quis, molestie imperdiet diam. Integer imperdiet, odio sed auctor volutpat, arcu felis dapibus elit, id tincidunt nulla lectus nec metus. Pellentesque vitae arcu nunc.

Goals

Goal Support Action Lauren Ailsa's notes Done

Overview

Yearly

Duis scelerisque varius ante at malesuada. Phasellus ultricies lacus vitae massa rhoncus dapibus. Etiam vitae gravida sapien. In varius massa velit, nec convallis justo. Aenean eget quam vulputate elit vehicula mattis sit amet at est. Proin eu nisi eros. Vivamus cursus mattis euismod. Suspendisse ac massa posuere lorem aliquet venenatis. Donec non mi dolor, in scelerisque felis. Nullam nisi felis, porta eget convallis quis, ullamcorper nec purus. Sed quis nulla at velit sagittis adipiscing. Maecenas et diam sit amet felis molestie iaculis eu sed metus. Nullam viverra volutpat tortor, vel sodales orci congue eu. Ut feugiat tempus ipsum at pulvinar.

Sed rutrum ornare augue vitae convallis. Praesent scelerisque quam sit amet ante vulputate vel aliquam orci accumsan. Sed aliquet, elit non tempus adipiscing, risus tellus pharetra elit, quis aliquet libero magna in velit. Curabitur est neque, convallis a commodo sed, consectetur in mi. Ut volutpat nibh a enim vehicula laoreet. Morbi at massa id mi dictum iaculis ac eget urna. Duis sollicitudin diam vitae diam sollicitudin elementum. Aenean iaculis adipiscing pellentesque. Nam euismod ultrices diam, quis tempor velit tempus et. Nam vehicula aliquam libero at vehicula. Aenean vehicula enim eu magna interdum lacinia. Integer tortor arcu, ornare sit amet bibendum a, commodo aliquam massa. Donec ullamcorper, dolor imperdiet hendrerit venenatis est elit malesuada lecta eu venenatis nunc nulla

Mrs Kim Edwards

1.11 Notices

The Notices page is used to communicate information to parents. The notices are available to view on the dates designated when the notice is created. Parents can also review past notices by selecting the date required.

Navigation bar: Welcome Page | Notices

Left sidebar menu: Welcome, Assessments, Courses, Dashboard, Direqt Messages, Documents, Folios, Goals, Notices, Portals, Reports, Settings, Timetable

Notice 1: Lorem ipsum, All Students, Mr Gary Pare

Notice 2: Morbi, Year 12, Mrs Anne Templeton

Notice 3: Maecenas vulputate purus, Senior Years Students, Mrs Anne Templeton

Date Selector: 9 JUN 2015

Calendar: June 2015

1.12 Portals

Schools can create *Portal* pages for additional content such as school library information, co-curricular activity information pages, parent body organisations, parent-teacher interview bookings and links to resources etc.

The diagram at the top shows a flow from a dark blue arrow labeled 'Welcome Page' to a light blue arrow labeled 'Portals'. Below this, a screenshot of the SEQTA engage interface is shown. On the left is a navigation menu with items: Welcome, Assessments, Courses, Dashboard, Direqt Messages, Documents, Folios, Goals, Notices, Portals (highlighted with a green box), Reports, Settings, and Timetable. The main content area shows the 'Web Preferences - Home Page' for 'Jason Bourne - Year 11 Students 2016'. It features a progress bar with four steps: 1. Click Add New Preferences, 2. Select Your Preferences, 3. Submit Valid Preferences, and 4. View/Print Receipt. Below the progress bar are buttons for 'View Instructions', 'Add New Preferences', 'View Subject Details', and 'Log Out'. Two summary boxes are present: 'Submitted Preference Receipts' (with a note that receipts will be displayed after submission) and 'Remaining Submission Opportunities' (with a note that 10 opportunities remain).

1.13 Reports

Schools can choose to make student reports available to parents through SEQTA Engage. Current and past reports can be downloaded and viewed.



SEQTA engage			Reports: Chiara Christiansen		
201551	201551	201551	201551	201551	201551
Semester 1	Semester 1	Semester 1	Semester 1	Semester 1	Semester 1
WEDNESDAY, 11TH MARCH 2015	WEDNESDAY, 11TH MARCH 2015	WEDNESDAY, 11TH MARCH 2015			
201551	201551	201551	201551	201551	201551
Semester 1	Semester 1	Semester 1	Semester 1	Semester 1	Semester 1
WEDNESDAY, 11TH MARCH 2015	WEDNESDAY, 11TH MARCH 2015	WEDNESDAY, 11TH MARCH 2015			

1.14 Settings

The settings page allows parents to reset their password, turn off the default noises made when moving through the site and change their menu background.

Welcome Page

Settings

SEQTA engage

Welcome

Assessments

Courses

Dashboard

Direqt Messages

Documents

Folios

Goals

Notices

Portals

Reports

Settings

Timetable

Mrs Kim Edwards

Change your password

New password

Confirm your new password

Old password

Save password

General settings

SEQTA should be **Noisy** Silent

Menu background

NONE

BASKERVILLE

BOWTIE

BRAID

BUMBLE-BEE

1.15 Timetable

The *Timetable* page allows parents to view the individual timetable of each of their children. They can select to view tutorials, classes and/or events. Parents are also able to view their own timetable if they have been invited to events.

The screenshot shows the SEQTA engage interface. At the top, there are navigation arrows for 'Welcome Page' and 'Settings'. The main header includes the SEQTA logo, the word 'engage', and the title 'Timetable' in red. Below the header, there are controls for 'ALL OPTIONS SELECTED', 'SHOW NOTES', the user name 'KAELEE ALLISON', 'PRINT', and the date '17 JUN 2016'. A navigation bar shows the days of the week: Mon 13 Jun, Tue 14 Jun, Wed 15 Jun, Thu 16 Jun, and Fri 17 Jun. The main content is a grid showing the timetable for each day. The left sidebar contains a menu with items like Welcome, Assessments, Courses, Dashboard, Direct Messages, Documents, Folios, Goals, Notices, Portals, Reports, Settings, and Timetable (which is highlighted).

Time	Mon 13 Jun	Tue 14 Jun	Wed 15 Jun	Thu 16 Jun	Fri 17 Jun
8:00					
9:00	English 09:15-10:15 Mr Peter Hazebroek	English 09:15-10:15 Mr Peter Hazebroek	Maths 09:15-10:00 Mr Peter Hazebroek	English 09:15-10:15 Mr Peter Hazebroek	
10:00		Science 10:00-11:30 Mrs Peta Schmitt	English 10:15-11:15 Mr Peter Hazebroek		
11:00					
12:00		Maths 11:30-12:15 Mr Peter Hazebroek	Science 11:30-13:00 Mrs Peta Schmitt	History 11:30-12:30 Mrs Natalie Barry	Maths 11:30-12:15 Mr Peter Hazebroek
13:00	Maths 12:15-13:15 Mr Peter Hazebroek	Science 12:30-13:15 Mrs Peta Schmitt	History 12:30-13:15 Mrs Natalie Barry		
14:00			Science 14:00-14:45 Mrs Natalie Barry		

1.16 Log out

To exit SEQTA Engage click the *Log out* icon at the bottom of the Welcome Page.

