Record Keeping:

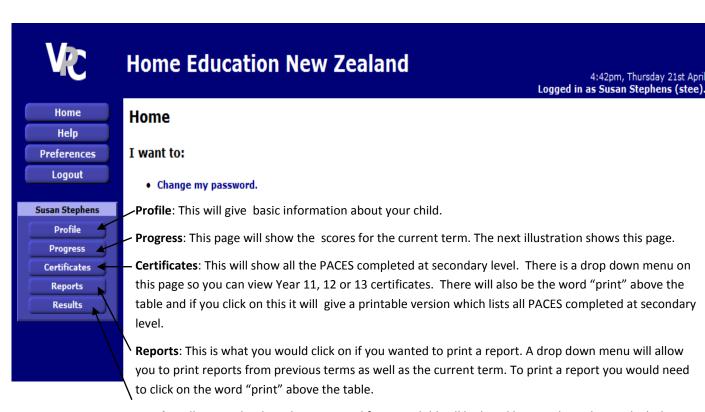
On this page I will explain how to use the record keeping website which I use. The records will mostly be for ACE work. The records are "read-only" so the only thing you can alter is the password. No one can access your children's records except you with the password and username I have given you, and me as administrator,

The website is: http://henz.define.net.nz/index.php?nav=home

If a word or number is blue this will mean you can click on it to open something up.

In regards to reports if you find a mistake in the children's reports the first thing to do is to go on line to this website. If it is a score missing you can see if it has gone either into a previous term's work or on to the next term. If you do find mistakes in reports then let us know when you find them. If we know soon after the reports go out it is easier for us to track down the tests and check it out. We do keep all secondary tests for a few months but the primary ones are only kept for a couple of months.

When you log on to this record keeping site with your child's username and password this is the screen you will come to.



Results: All scores that have been entered for your child will be listed here in the order in which they were entered. This is the quickest way to find if a score has been entered if it is not on the current term's work.

