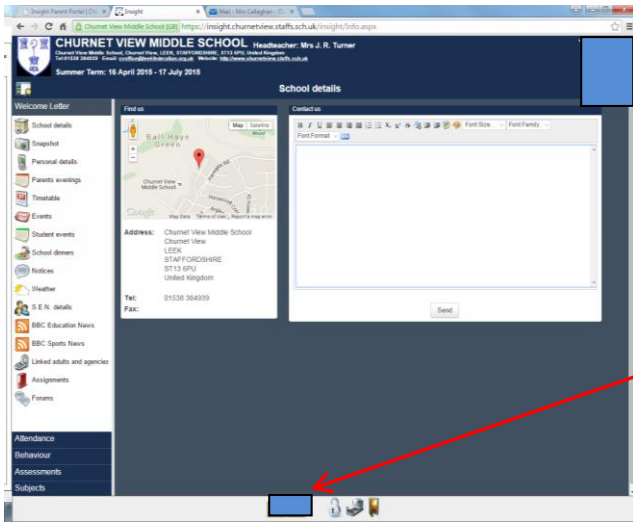
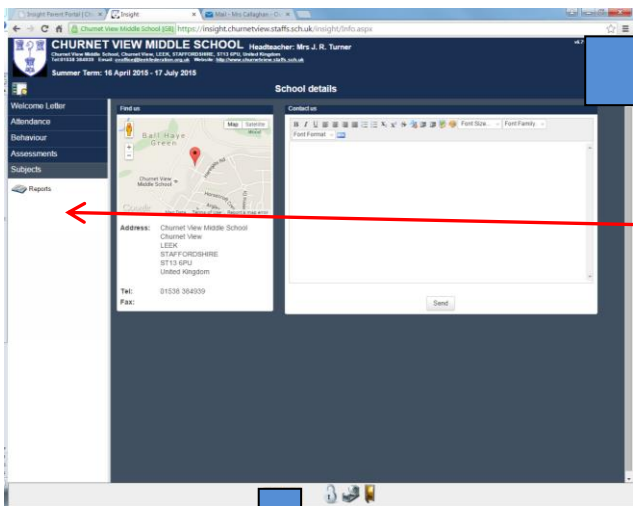


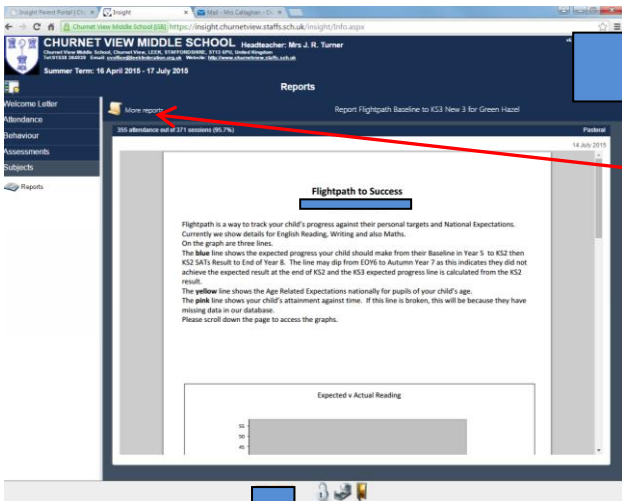
Step by Step Guide for INSIGHT



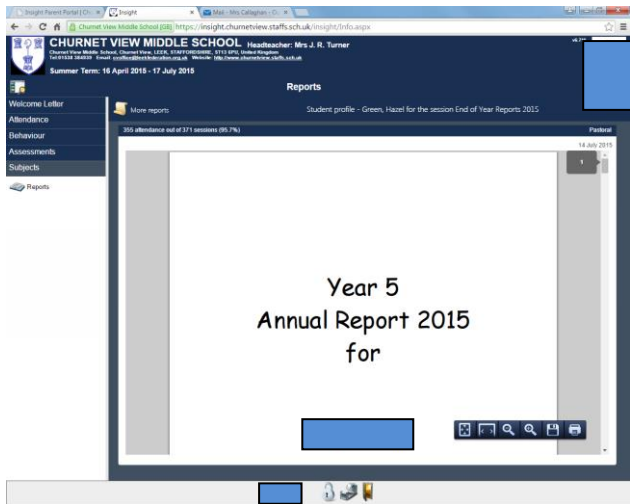
Once you have logged on you will get a screen like this. If you have more than one child in school you are able to choose by clicking on the picture at the bottom of the page.



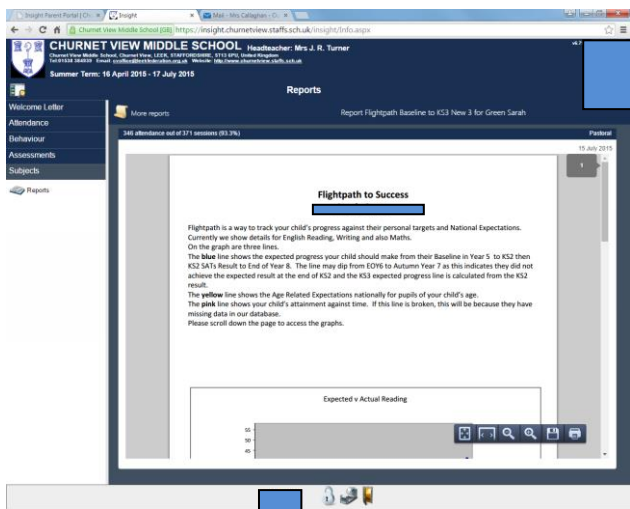
On the left hand side you will find five options; Welcome letter, Attendance, Behaviour, Assessments and Subjects. Click on Subjects and the screen will give you an option Reports. Click on this.



This will bring the last item to be uploaded, which was the Flightpath. To access the End of Year Report, click on 'More reports'.



You then just scroll through the report.
You can save the report or print it out.



To change to another child, just click the picture at the bottom of the screen and repeat the above processes.

I hope this is useful.

Mrs C Callaghan