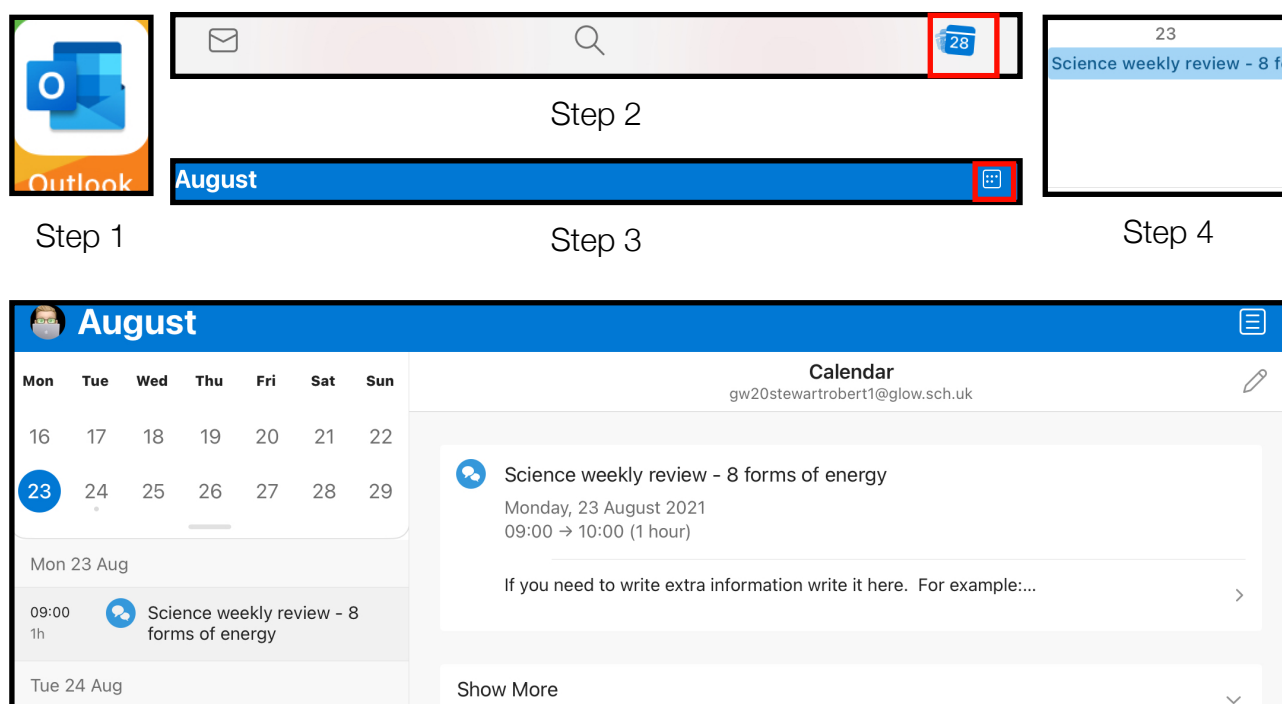


Earlston High School Homework Calendar



Parent and Carer Guide

Students will be shown how to log and view homework on their iPad in school.
The steps to view homework on a student iPad are shown below.



1. Open Outlook on the iPad.
2. Select the calendar from the bottom bar.
3. Select the view you prefer from the top bar (button on the right), month view is usually best for an overview.
4. For more details, click on a piece of homework due.
5. The calendar will now open in 'Agenda View':
 - list of homework will be displayed on the Left
 - Select a piece of homework, the details will be displayed on the right of the screen
 - If a description was added, you can open it to see all the details by clicking on the description.

With thanks to Berwickshire High School.