

• Must have Compass App installed and sign-in.

## **STEP1:** Open the Compass App

- Click on "**Compass School Manager**" O App on your smart phone. •
- Enter your password if required.

## **STEP2:** Select which Child's report to view

- At the top of the compass O App Home • Screen you will see the profile photo of all your children enrolled at Sunshine College.
- Tap on the profile picture of your child to open • the tab display.



- On the tab display menu bar swipe right to left ٠ to show the "REPORTS" tab
- Tap on the "**REPORTS**" tab. •
- Click on the report you want to download/open.

