Using Daymap Connect

These instructions are for parents/guardians/care givers accessing Daymap Connect. Daymap Connect provides care givers with access to school and student information both at home and on the go. It allows care givers to create and manage their own account requiring only one login and password to access details for their enrolled student.

Daymap Connect shows the student Timetable, and the attendance if the lesson has happened, an Attendance map with attendance rates, assessment Results, Messages that may have been sent to you by the College or a class teacher and your Account details.

Registering The First Time

To log into Daymap Connect (Parent Portal) a care giver needs to register as a New User. This step uses the parent email address supplied to the College during enrolment.

1. Open a web browser (Firefox, Internet Explorer, Safari)
2. Go to the Marden Senior College home page www.msc.sa.edu.au and use the QUICK LINKS Daymap Connect

   This web page should appear.

3. Click on the New User? link.

   This web page should appear.

4. In Your Email Address: enter the email address that you supplied to the College on the enrolment form.

   In Student Code: enter your child’s Student ID.

   Student ID is on the student ID card & printed on the Timetable provided at enrolment.

5. Click on Reset Password.

   An email will be sent to your email address with your login Name: (Username) and default Password: (new password)

   Note: the password is case sensitive (uses upper and lower case letters)
**Accessing Daymap Connect**

1. Open a web browser (Firefox, Internet Explorer, Safari)
2. Go to the Marden Senior College home page [www.msc.sa.edu.au](http://www.msc.sa.edu.au) and use the QUICK LINKS Daymap Connect

This web page should appear.

1. Enter your login **Username:** and default **Password:**

   If this is the first time logging in as a care giver, use the Username and Password sent via email in registering.

   *It is advisable to leave the “Remember me” Save my login details and password on this computer unchecked.*

2. Click on the **Sign In** button.

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Daymap Connect shows the student **Timetable**, and the attendance if the lesson has happened, an **Attendance** map with attendance rates, assessment **Results** (not used at the moment), **Messages** that may have been sent to you by the College or a class teacher and your **Account** details.

3. **Click on My Accounts**

   Check that the information is correct. Contact Student Services via email [enrol@msc.sa.edu.au](mailto:enrol@msc.sa.edu.au) or on 8366 2800 should any of the details be incorrect.
**Viewing The Timetable**

Click on the **Timetable** tab.

The timetable shows the subjects for each lesson of the week. This will show the attendance for each subject that has occurred using the attendance symbols from the bottom of the timetable.

The timetable for different weeks can be displayed by clicking on the **Previous** or **Next** buttons.

**Viewing Attendance**

Click on the **Attendance** tab.

**Viewing Reports**

Click on the **Reports** tab.

**Logging Out of Daymap Connect**

Click on the **Log Out** link alongside your name at the top-left of the screen.
Forgot Your Password
From the main screen of Daymap Connect, click on the link **Forgot your password?** You will be asked to enter **Your Email Address** and the **Student Code** (Student ID) and an email will be sent to your email address with your new password.

Getting Help With Daymap Connect
Send an email to Simon Critchley: Assistant Principal – Information Systems via scritchley@msc.sa.edu.au with details of the problem.

Changing the Default Password
At the bottom of the My Account page is the **Change Password** section.
1. Click on ‘here’ in “Please click here to change your account password.”

2. In **Old Password** enter the password that was sent to you by email or your previous password.
   In **New Password** enter a new password
   *Password must be between 5 and 20 characters.*
   In **Confirm Password** enter the password again.
3. Click on the **Change Password** button.
   The message “Password successfully changed” should appear acknowledging the password has been changed.
4. Close this window using the [X] button – top right corner.