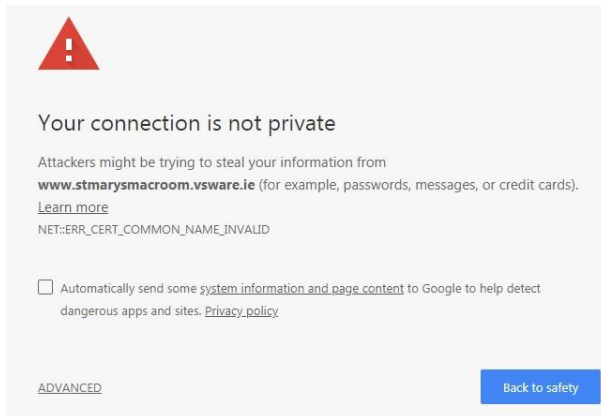


## Instructions for Parents to Access Reports On-line

1) Go to [www.stmarysmacroom.vsware.ie](http://www.stmarysmacroom.vsware.ie)

If you get a warning message saying “Your connection is Not Private”:

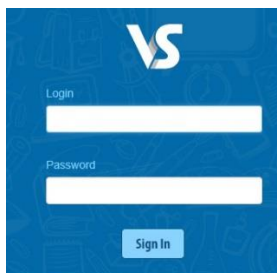


Click “Advanced”



Click “Proceed to www.stmarysmacroom.vsware.ie(unsafe)”

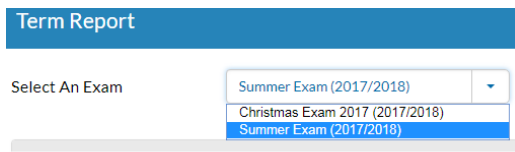
2) Enter your Username and Password:



3) On the menu on the left hand side click “Term Reports”



4) In the “Select an Exam” Dropdown Box pick the exam you wish to view.



The screenshot shows a web interface for a 'Term Report'. At the top, there is a blue header bar with the text 'Term Report'. Below this, on the left, is the label 'Select An Exam'. To the right of this label is a dropdown menu. The dropdown menu is currently open, showing three options: 'Summer Exam (2017/2018)', 'Christmas Exam 2017 (2017/2018)', and 'Summer Exam (2017/2018)'. The third option, 'Summer Exam (2017/2018)', is highlighted in blue, indicating it is the selected option.

5) Scroll down to see the Grades and Comments for each subject.