

SHANTINIKETAN INDIAN SCHOOL DOHA –QATAR



USERGUIDE TO PARENTS

COMMUNICATION TO TEACHERS THROUGH WEB PORTAL AND MOBILE APP

A. THROUGH MOGRASYS PORTAL

➤ STEP 1

Login Parent Portal, Select the chat key.

If there are siblings, select the particular student to access the respective subject teacher you wish to communicate.

Select the chat key

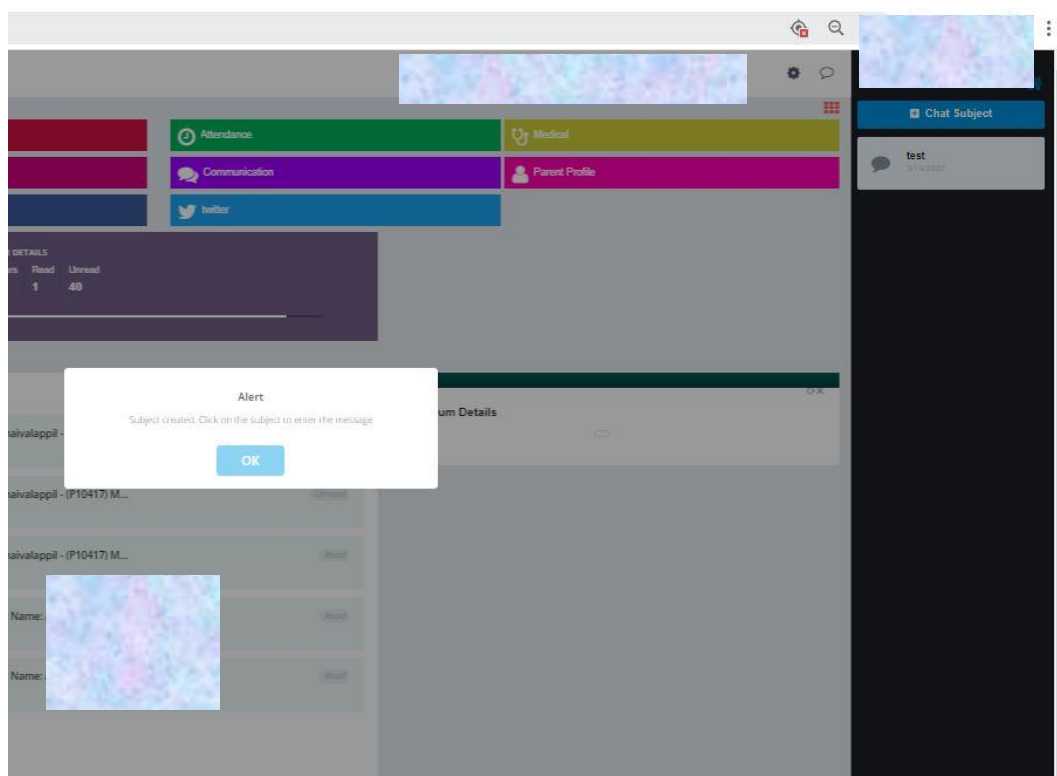
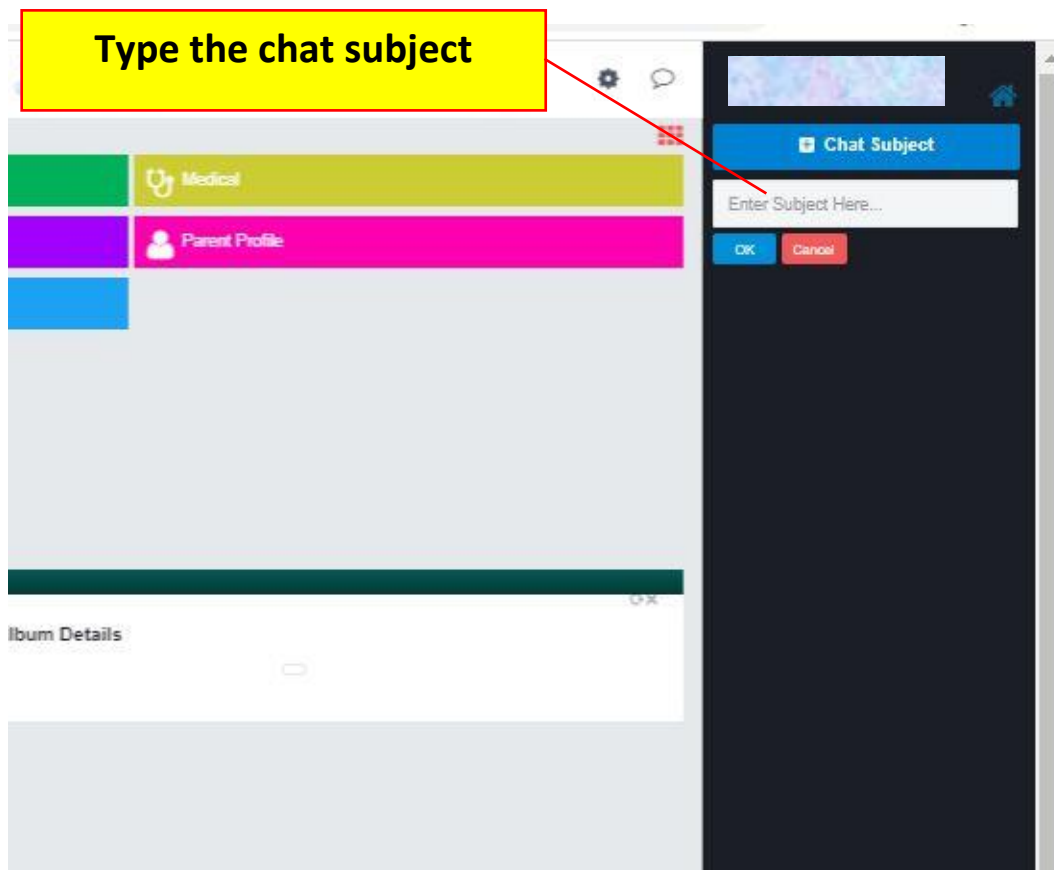
The screenshot shows the parent portal dashboard with a navigation menu on the left and various widgets. A yellow callout box highlights the 'Communication' key in the top navigation bar.

➤ STEP 2

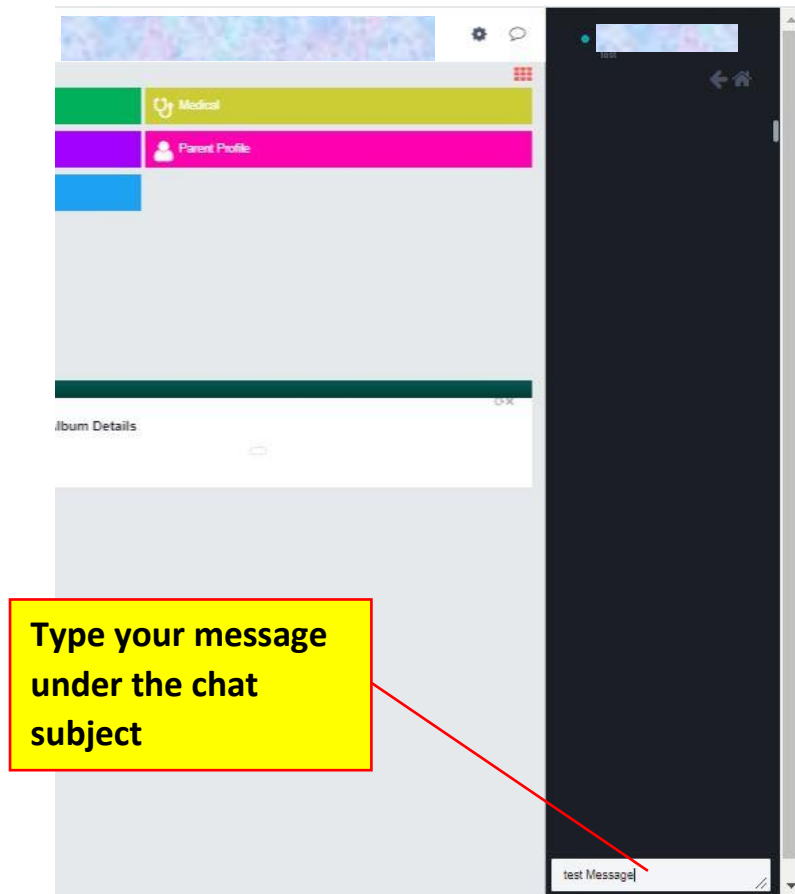
Select the subject teacher you wish to communicate from the list

The screenshot shows the parent portal dashboard with a navigation menu on the left and various widgets. A yellow callout box highlights the 'Communication' key in the top navigation bar.

➤ STEP 3

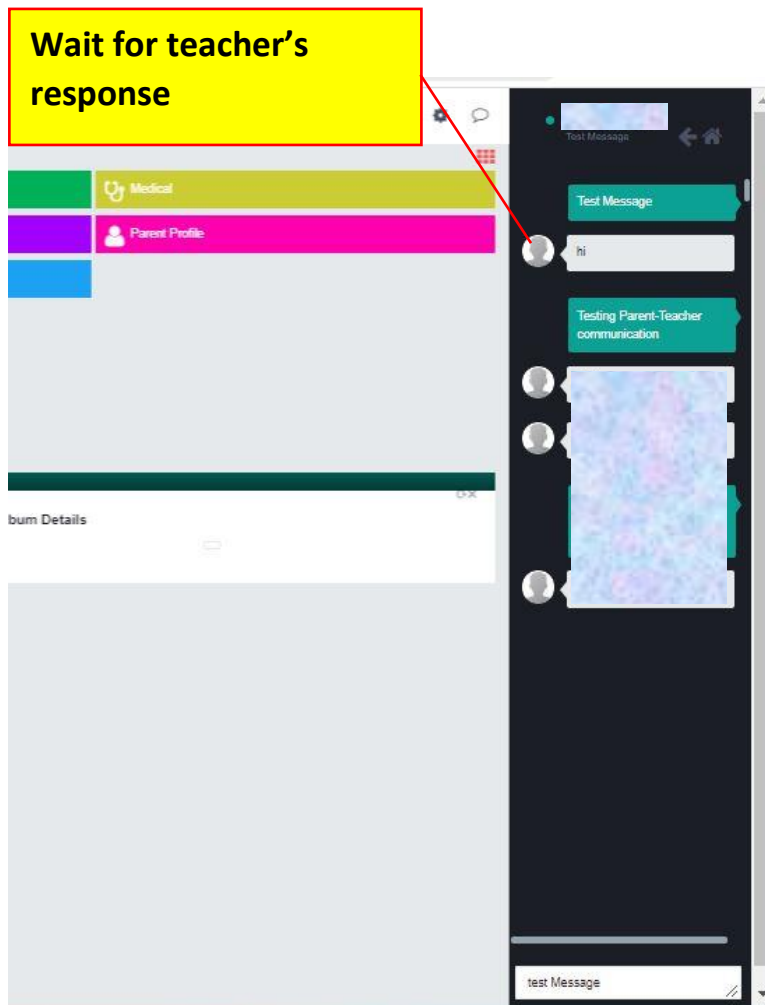


➤ STEP 4



Type your message under the chat subject

➤ STEP 5

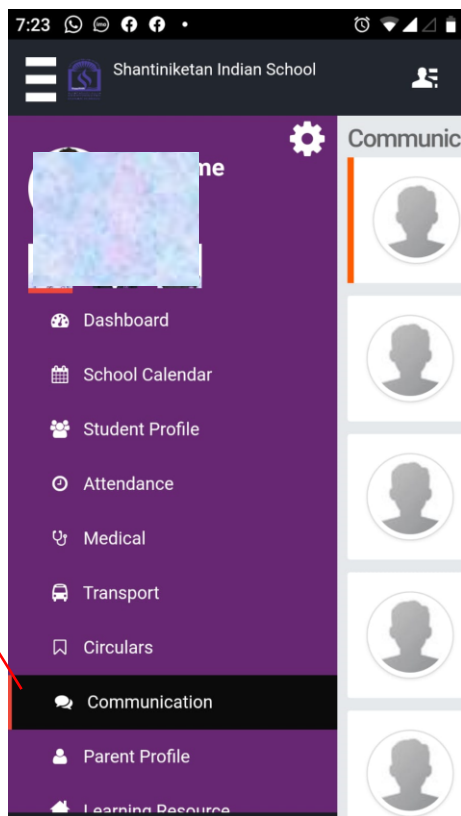


Wait for teacher's response

B. THROUGH MOBILE APP

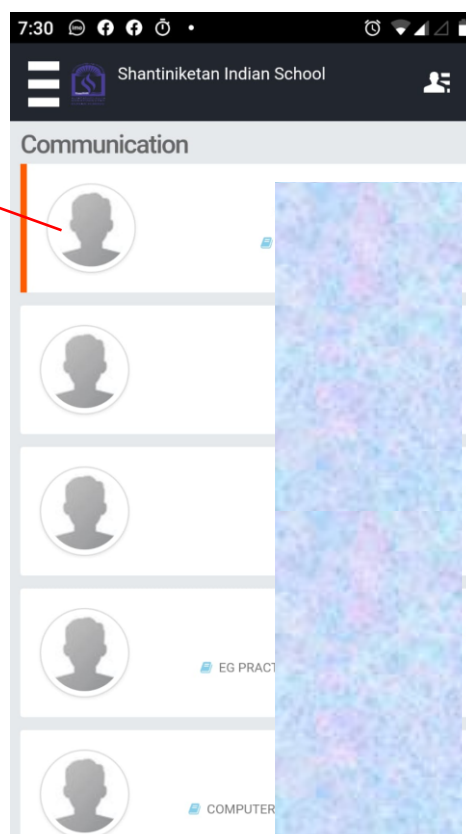
➤ STEP 1

Open the Mobile App, Select the communication (as mentioned in the parent portal login, if there are siblings, select the particular student to access the respective subject teacher you wish to communicate)



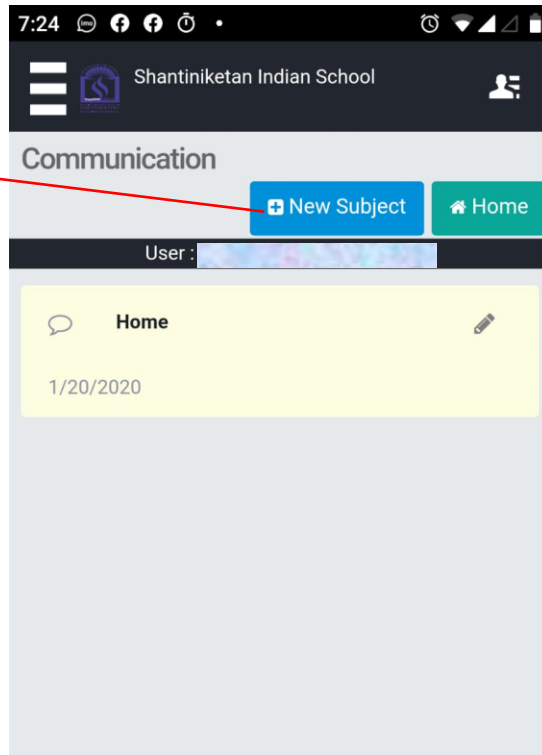
➤ STEP 2

Select the subject teacher you wish to communicate from the list



➤ STEP 3

Type the chat subject



➤ STEP 4

Type your message under the chat subject

