

## Parent Lounge Launch

Dear Parents

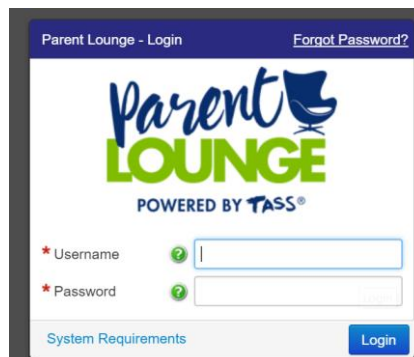
You will have just received the login name and password for MCC's *Parent Lounge*, a web-based portal for parents of Mundaring Christian College students.

Please do not share your access details with anyone else as you will be giving them access to your child's personal details.

*Parent Lounge* allows you to see more of what is going on at school and provides more opportunities for better communication.

To access *Parent Lounge* please click on this URL: <https://mun-tass.scea.wa.edu.au/parentlounge/>

You will then be asked to enter the emailed log in details on this screen:



The screenshot shows the 'Parent Lounge - Login' page. At the top right is a link for 'Forgot Password?'. The main heading is 'Parent LOUNGE' with 'LOUNGE' in green and 'Parent' in blue, followed by 'POWERED BY TASS®'. Below this are two input fields: '\* Username' and '\* Password', each with a green question mark icon to its left. At the bottom left is a link for 'System Requirements' and at the bottom right is a blue 'Login' button.

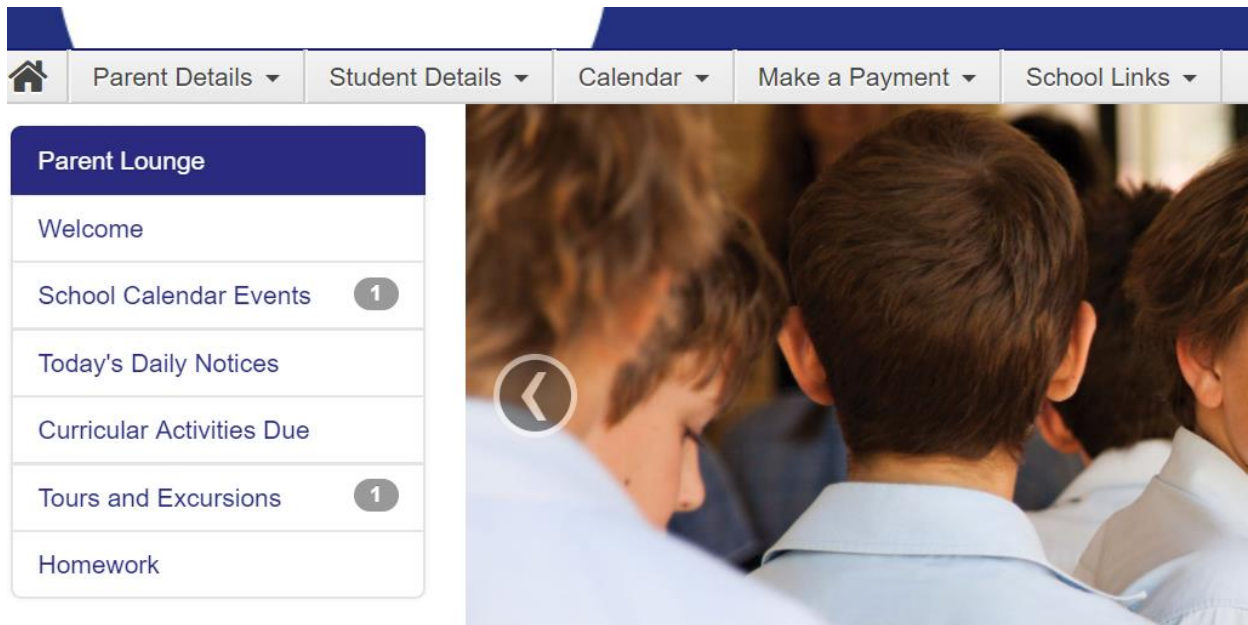
You will now have access to *Parent Lounge*.



The screenshot shows the 'Parent Lounge' dashboard. The top header features the Mundaring Christian College logo and the tagline 'faith in the future'. Below the header is a navigation bar with links: Home, Parent Details, Student Details, Calendar, Make a Payment, and School Links. The main content area is titled 'Parent Lounge' and contains a list of items: 'Welcome', 'School Calendar Events' (with a notification icon), 'Today's Daily Notices', 'Curricular Activities Due', 'Tours and Excursions' (with a notification icon), and 'Homework'. To the right of this list is a large image of students in school uniforms. At the bottom of the page, the word 'Welcome' is displayed.

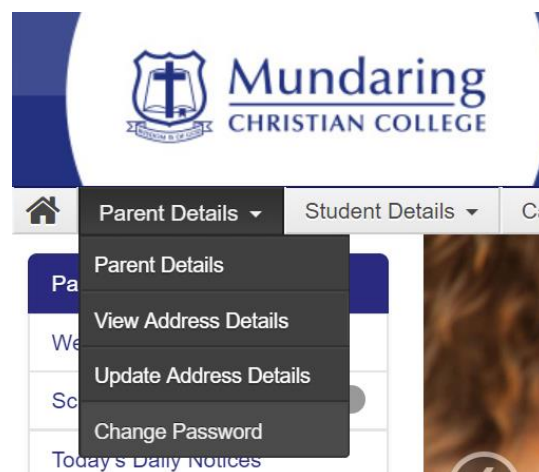


*Parent Lounge* gives you access to many areas of your information including student reports, attendance data and your current statement. Please take time to explore through the various menus – it is an interactive application so rolling your mouse over the menus gives you further information.



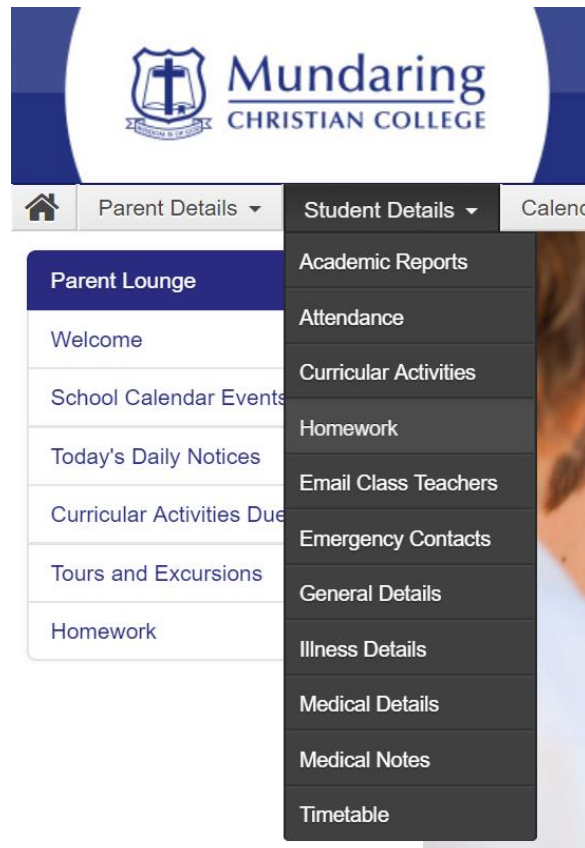
*Parent Lounge* is secure and each parent has a unique login and password.

We recommend that you change your password after you first access *Parent Lounge*. Go to the **Parent Details** menu and click on **Change Password**. For security, you need to enter in the old password then you type in your new password. You are required to confirm your password to ensure integrity. We also recommend you don't share your password with anyone, including your children.





There is a lot to see in *Parent Lounge* and we recommend you explore through the site to give yourself a true picture of the information now available to you.



Thank you for partnering with us in the launch of this new portal.