Accessing CheckPoint report – Parent ProPortal

Log in to Parent Portal via link (<u>https://parentportal.solihull.ac.uk/proportal</u>) and use your username and password:

one	Advanced
ρι	opOrtal
	Version 24.1.1
Username:	Enter your username
Password:	Enter your password
	Remember me
Fo	Log In prgot your password?

Once logged in go to left-hand side menu and select 'Reports':

· → C ⋒ 🖙 parentportal.s	olihull.ac.uk/ProPortal/Pages/Index/CentralReports.aspx?academicyearid=2425	
ProPortal Solihi	ull College 24/25 v	
G Home	Central Reports	
Attendance		
Reports	Report List: [All Reports]	~
Accessibility	Report Name	^ Info
(i) About	SolCol_StudentCheckPoint_ParentPortal	
	[System View]	1 Reports

There you will be able to find a check point report – highlight the report by pressing on its name:

ProPortal Solih	ull College 24/25 v			H
G Home	Central Reports			
Attendance				
Call Reports	Report List: [All Reports]	~		
Accessibility	Report Name	↑ Info	Criteria	4
_	SolCol_StudentCheckPoint_ParentPortal		No Criteria Available for The Selected Report	
(j) About	[System View]	1 Reports		

Once report is highlighted, on the right-hand side you will see two icons:

1. To preview the report:

ProPortal Solihu	ull College 24/25 v		K
G Home	Central Reports		
Attendance			
Call Reports	Report List: [All Reports]	~	
Accessibility	Report Name	Info Criteria	
(j) About	SolCol_StudentCheckPoint_ParentPortal [System View]	No Criteria Available for The Selected Report	

2. To download the report:

ProPortal Solih	ull College 24/25 v		ł
G Home	Central Reports		
Attendance			
Lill Reports	Report List: [All Reports]	~	
Accessibility	Report Name	Info Criteria	4
(i) About	SolCol_StudentCheckPoint_ParentPortal	No Criteria Available for The Selected Report	b
-	[System View]	1 Reports	Î

Once 'Preview' icon is pressed it will bring the preview window (opens in separate window):

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⊲ <	1 0	f1 >		~ 🛱		Find Nex	t									
24/25				1											1	
Atten	dance	Punc	tuality		Assessments			Но	urs				Number	of		
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94	92	81	75	1	0	0	0		0		1		0		0	
Study Programme	9				Stage	Attendance	Working A	At Grade	Stretch 1	Target						
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LAENG121BCF0 -	English Language L	Level 2 GCSE AQ	A		Continuing	92%	· · ·									
XXCAS130BCF0 -	Personal Progress	& Development Sp	port L2 Tech Dip		Continuing	100%	-		-							
Vocational Qual	ification			Unit Grades					Persona	al Develo	pment As	sessmer	nt Survey			
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Exam					1	Exam Date	Disciplina	ry Reco	rd						Date	

Personal Development Assessment Key					
CIT EDI CC W SS 2L WR SS 2L WR SS					

Pressing 'Download' report will download the PDF version of the report to your download folder:

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	Name	Date modified	Туре	Size
ve - Solił	V Today SolCol_StudentCheckPoint_ParentPortal	24/10/24 15:40	Microsoft Edge PD	2 KB

Once opened it will preview as below PDF:

24/25															1
Atter	ndance	Punc	tuality		Assessments			Но	ours				Number	of	
Overall %	Last 30 Days %	Overall %	Last 30 Days %	Due To Be Submitted	Submitted	Submitted On Time	Indepe	Directed Work Experience Independent Learning		Celebrations Concerns			15	Disciplinarie	
94	92	81	75	1	0	0			0		1		0		0
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PAAA081BCF0	- Sport Level 2 Tech	nical Diploma OCF	२		Continuing	94%	F	P	-						
AENG121BCF0	- English Language	Level 2 GCSE AQ/	A		Continuing	92%	· · ·								
XCAS130BCF0	- Personal Progress	& Development Sp	port L2 Tech Dip		Continuing	100%		-	-						
Vocational Qua	alification			Unit Grades					Person	al Develo	pment Ass	sessmen	t Survey		
Units: 0/8			1				СІТ	EDI	СС	нพ	BS	L2L	WR	ATL	NS
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	Personal Development Assessment Key
EDI CC HW BS L2L WR ATL	Cltizenship Equality, Diversity & Inclusion Charcter & Confidence Health & Wellbeing Being Safe Learning To Learn Work Readiness Attitude To Learning / Work Next Steps