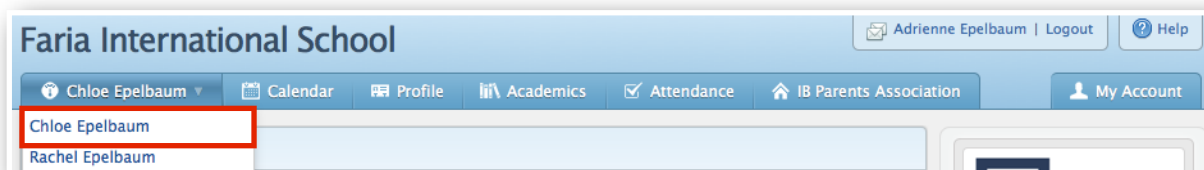


Guide to ManageBac

Getting Started

ManageBac allows parents to track their child's academic progress and extracurricular activities. They can also keep in touch with fellow parents and teachers via the **IB Parents Association**.

If more than one child is registered on ManageBac, click on the **Select Child** tab to begin.



Navigating Academic Progress

Parents can see their child's progress by clicking on the **Academics** tab.

The screenshot displays the 'Academic Progress' page for a student. The 'Academics' tab is selected in the navigation bar. The page is divided into several sections:

- Classes:** Lists various IB courses such as 'IB DP English A1 HL (Grade 12)', 'IB DP Chinese SL A2 (Grade 12)', 'Economics HL (Grade 12)', 'IB DP History HL (Grade 12)', 'IB DP Biology HL (Grade 12)', 'IB DP Film SL (Grade 12)', and 'IB DP Theory of Knowledge (Grade 12)'. Each course lists the teacher's name.
- IB Diploma Progress:** Shows progress for the 'IB Diploma Class of 2012 (Grade 12)'. It includes:
 - CAS:** 8 of 8 learning outcomes met.
 - Key Activities:** Cross Country Team, Alauddin Orphanage, Kabul Support Program, Cooking Club, Gulf of Mexico Clean Up, Design Club, Macbeth.
 - Extended Essay:** History: The Russian Revolution and Stalin's Rise to Power.
- Right Sidebar:** Contains 'Key Contacts' (Richard Chandler and Risa Aoki), 'Overview' (Diploma Plan, Portfolio, Reports), 'IB Diploma Guide', 'Parents Guide', and 'Terms' (All Terms).

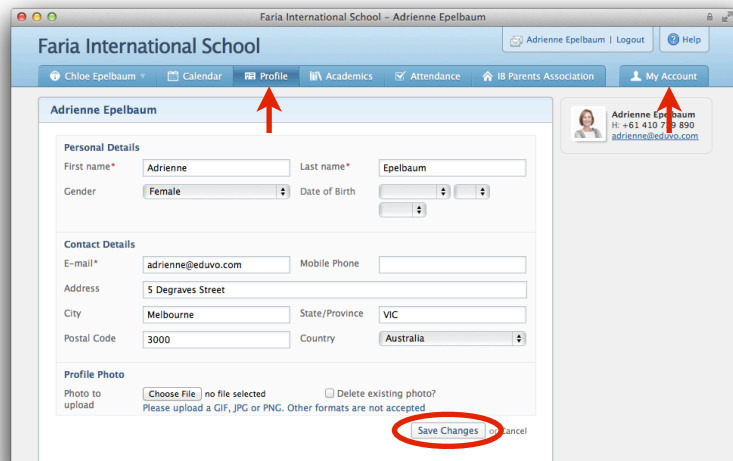
Callouts provide additional information:

- Classes:** Click on a class to see detailed progress, including recent grades.
- Diploma Core:** View CAS, Extended Essay and ToK progress.
- Academics:** View registered courses, student portfolio and report cards.

Updating Contact and Personal Information

To edit basic and contact information, click on the **Profile** tab and change any info and press **Save Changes**.

To change and update passwords, click on the **My Account** tab and fill in the form making sure to save changes.



IB Parents Association

The IB Parents Association is a forum for parents and teachers to keep in contact and stay informed about school events. Parents can post and reply to messages through the **Messages** tab.



The **Calendar** tab will show upcoming school events.

The **Files** tab shows school documents and pictures.

