

# XUNO

## XUNO Family App User Guide

Hi there,

XUNO Family is an app that will help make communication with the school quick and easy - giving you access to a wealth of information, without having to sit at a computer.

### To log in, follow these steps:

1. Download XUNO Family from the App store (iOS) or Play store (Android)
2. Open the app
3. If asked, please allow push notifications for the most convenient experience with the app
4. Search for your school by typing the first few letters and then selecting your school from the list that appears.

If you have forgotten your password or Username, you'll need to head to your school's Xuno website to reset it. If you're not sure what the web address is, please contact your school or look for an email from Xuno which may have the address in it. The web address usually includes your school's name.

For example: <https://fakehighschool.xuno.com.au> - or - <https://xuno.fakehs.vic.edu.au>

### REGISTER

REGISTER


CANCEL

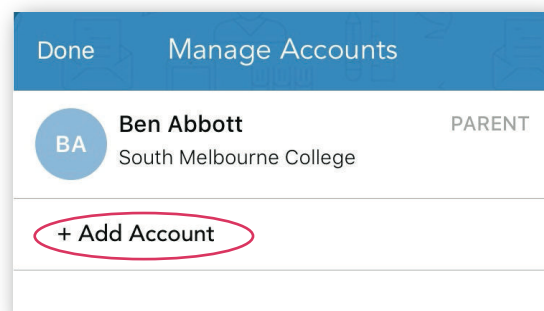
# XUNO Family

## Features: At a glance


<div data-bbox="113 210 293 280">XUNO</div> <div data-bbox="113 300 474 376">Ben Abbott South Melbourne College</div> <div data-bbox="564 344 596 371">▼</div>	
<div data-bbox="134 456 181 501">Dashboard</div>	<div data-bbox="576 472 592 495">●</div> <div data-bbox="762 439 1501 517">A collection of widgets including Upcoming Payments, Attendance, Events, Forms and Homework</div>
<div data-bbox="134 555 181 600">Notifications</div>	<div data-bbox="576 577 592 600">●</div> <div data-bbox="762 544 1533 622">A list of all notifications you've received since registering your account on the XUNO Family app</div>
<div data-bbox="134 660 181 705">Messages</div>	<div data-bbox="576 672 592 694">●</div> <div data-bbox="762 647 1506 725">Send a new message or read messages sent to you by school staff</div>
<div data-bbox="134 757 181 801">Timetable</div>	<div data-bbox="576 768 592 790">●</div> <div data-bbox="762 754 1509 833">Your child's timetable, showing today's date by default and any relevant timetable changes</div>
<div data-bbox="134 860 181 904">Calendar</div>	<div data-bbox="576 871 592 893">●</div> <div data-bbox="762 857 1398 891">A list of upcoming events and important dates</div>
<div data-bbox="134 958 181 1003">News</div>	<div data-bbox="576 965 592 987">●</div> <div data-bbox="762 936 1410 1014">School newsletters, announcements and other important information</div>
<div data-bbox="134 1059 181 1104">Attendance</div>	<div data-bbox="576 1066 592 1088">●</div> <div data-bbox="762 1039 1490 1117">View your child's marked attendance and contact the school regarding future or past absences</div>
<div data-bbox="134 1153 181 1198">Events, Camps &amp; Excursi...</div>	<div data-bbox="576 1171 592 1193">●</div> <div data-bbox="762 1135 1528 1214">View, approve, fill out forms and make online payments for Excursions, Camps and Events</div>
<div data-bbox="134 1258 181 1303">Payments</div>	<div data-bbox="576 1267 592 1290">●</div> <div data-bbox="762 1252 1452 1330">Pay for Events, Fees, Voluntrary Contributions and other items</div>
<div data-bbox="134 1352 181 1397">Parent Teacher Interviews</div>	<div data-bbox="576 1366 592 1388">●</div> <div data-bbox="762 1337 1493 1415">Book Parent Teacher interviews and manage existing bookings</div>
<div data-bbox="134 1458 181 1503">Reports</div>	<div data-bbox="576 1464 592 1487">●</div> <div data-bbox="762 1431 1337 1509">View and print your child's school reports, including reports from past years</div>
<div data-bbox="134 1552 181 1597">Career Plans</div>	<div data-bbox="576 1570 592 1592">●</div> <div data-bbox="762 1556 1524 1635">View published Career Plans. Edit / contribute to career plans (Students only)</div>
<div data-bbox="134 1657 181 1702">Learning Plans</div>	<div data-bbox="576 1666 592 1688">●</div> <div data-bbox="762 1653 1524 1731">View published Career Plans. Edit / contribute to career plans (Students only)</div>
<div data-bbox="134 1751 181 1796">Progress Reports</div>	<div data-bbox="576 1758 592 1780">●</div> <div data-bbox="762 1744 1410 1778">View published Progress Reports and feedback</div>
<div data-bbox="134 1852 181 1897">Lessons, Assignments &amp;...</div>	<div data-bbox="576 1863 592 1886">●</div> <div data-bbox="762 1834 1468 1912">View homework and class learning tasks, submit assignments, view learning task results if published</div>
<div data-bbox="134 1951 181 1995">Full XUNO</div>	<div data-bbox="576 1957 592 1980">●</div> <div data-bbox="762 1924 1481 2002">Log into the full XUNO website if necessary with one single click - No need to re-enter your password</div>
<div data-bbox="134 2051 181 2096">Settings</div>	<div data-bbox="576 2058 592 2080">●</div> <div data-bbox="762 2031 1434 2110">Check your app settings, and if necessary, send a report to the support team in a few simple taps</div>

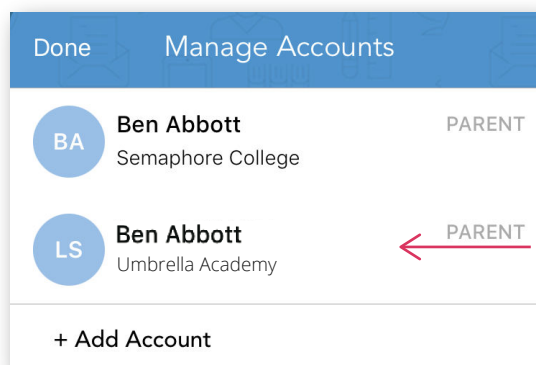
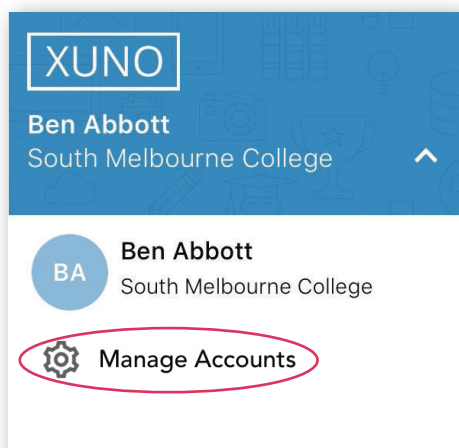
If you have children at multiple Xuno schools, you can login to more than one Xuno user on your device:

1. Tap the menu button in the top left 
2. Tap the small white arrow next to the school name
3. Tap Manage Accounts
4. Tap + Add Account
5. Register the new account using the School Code and user details you've been provided.




To remove an old user account from your device:

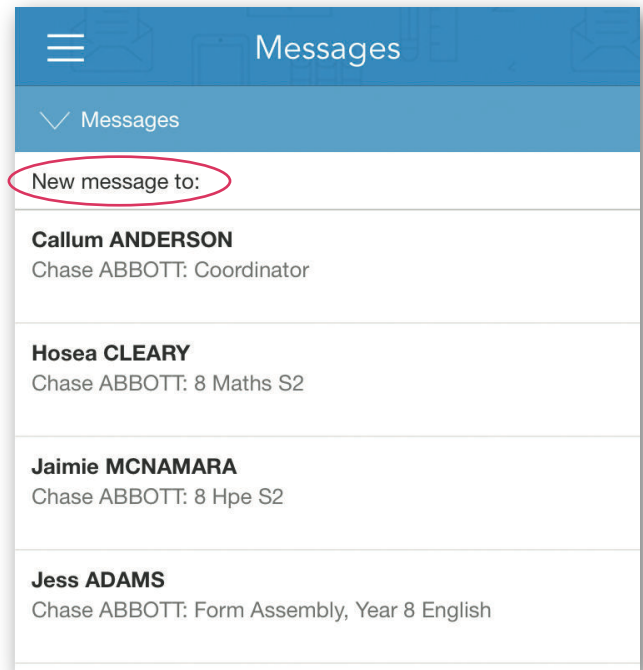
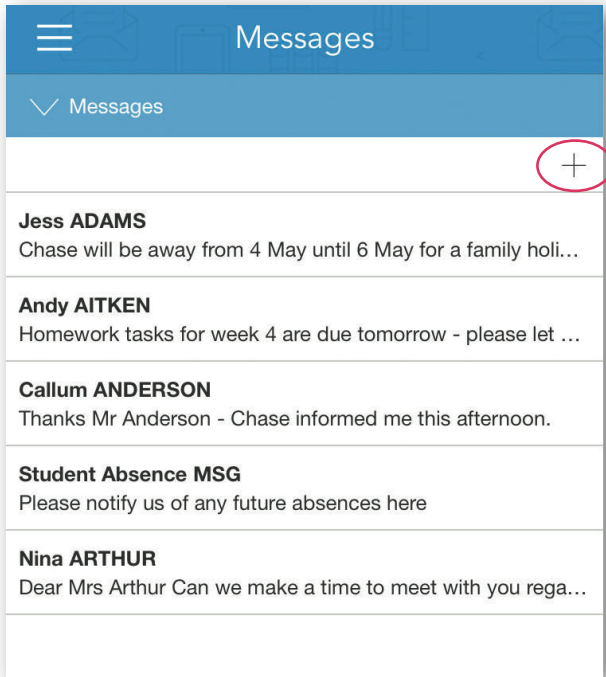
1. Tap the menu button in the top left 
2. Tap the small white arrow next to the school name
3. Tap Manage Accounts
4. For iOS, slide the account you want to remove all the way across toward the left. A red X will appear - tap it - follow the prompts to remove.
5. For Android, hold your finger down on the account you want to remove. A message will appear - follow the prompts to remove.



Apple users: *swipe*  
Android users: *hold*

## To send a new message to a staff member

1. Tap the menu button in the top left 
2. Tap Messages
3. Tap the name of a Staff member who you've messaged in the past to view Message history or reply to a previous message
4. To start a new conversation, tap the + button in the top right and select from your child's teachers and coordinators



Please note: Schools may choose to disable certain XUNO features at their discretion - if you don't see some of the menu items contained within this user guide, it may mean that the school has chosen not to enable it. If you are interested in using a particular feature, or can't see a menu item that you've been asked to use by the school, please contact the school directly to discuss your options.