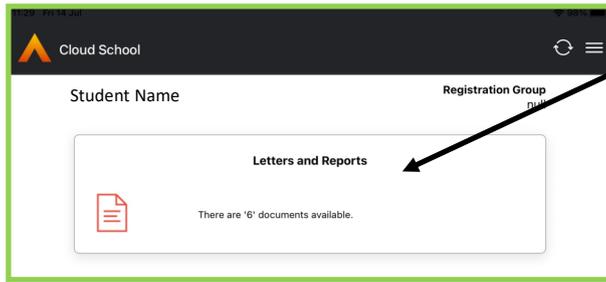
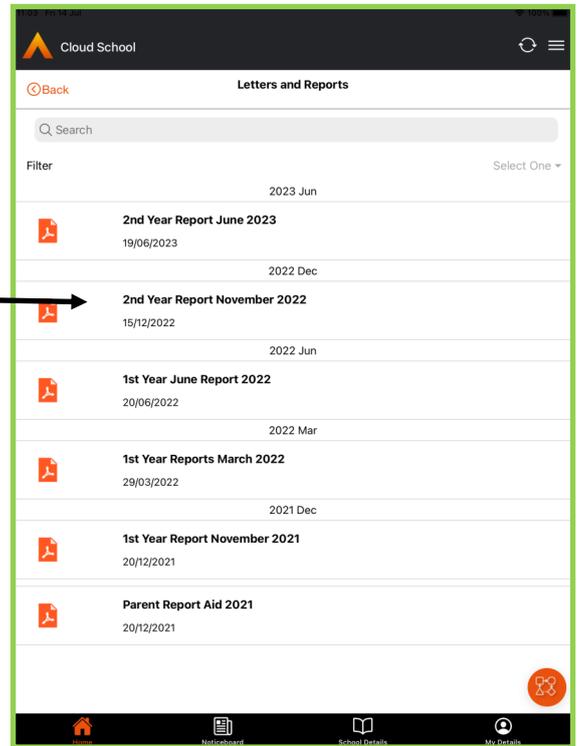


# Apple Device

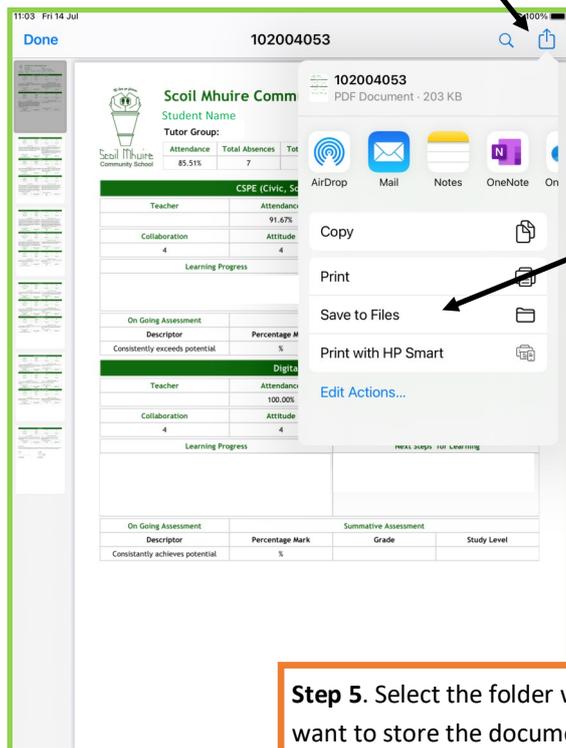


**Step 1.** Sign into the App and click 'Letters and Reports'



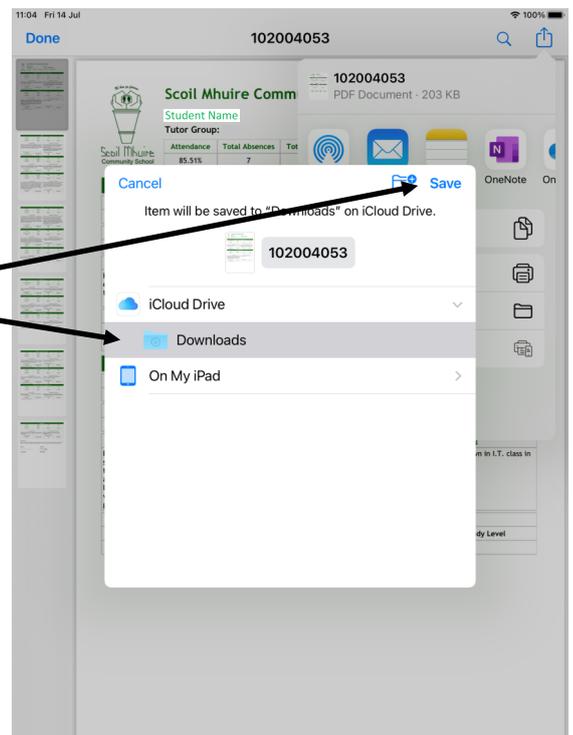
**Step 2.** Click on the report you want to save

**Step 3.** When the document opens click the 'Share' icon



**Step 4.** Click 'Save to files'

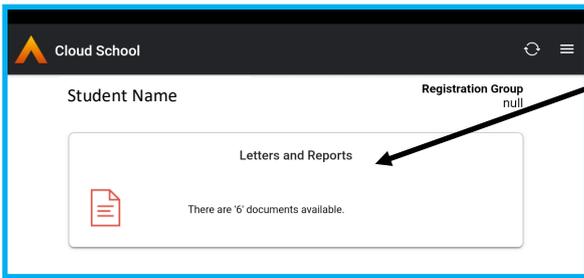
**Step 5.** Select the folder where you want to store the document and click 'Save'



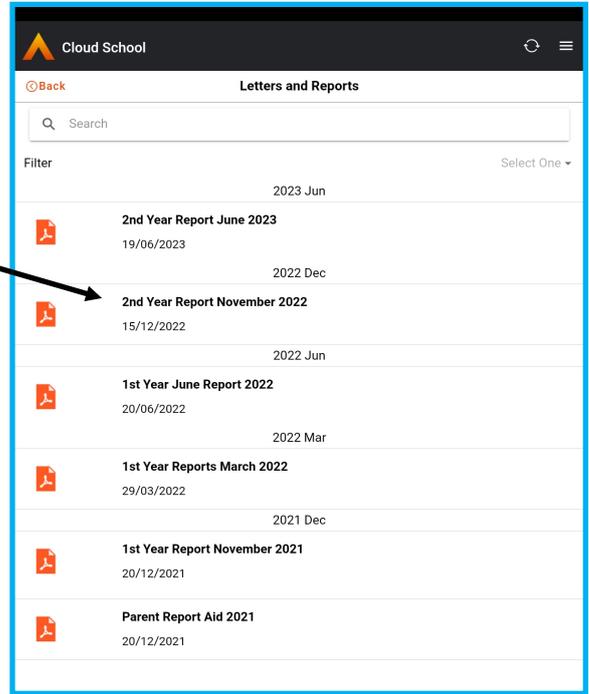
**Step 6.** Repeat steps 2-5 for each report

# Android Device

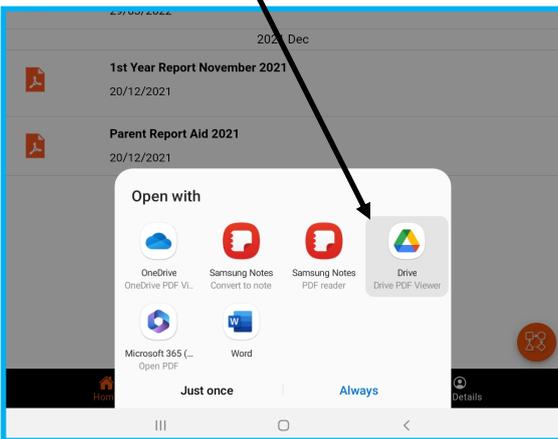
**Step 1. Sign into the App and click 'Letters and Reports'**



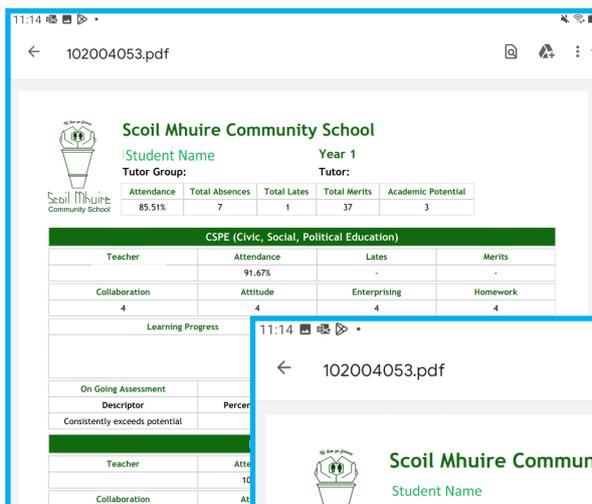
**Step 2. Click on the report you want to save**



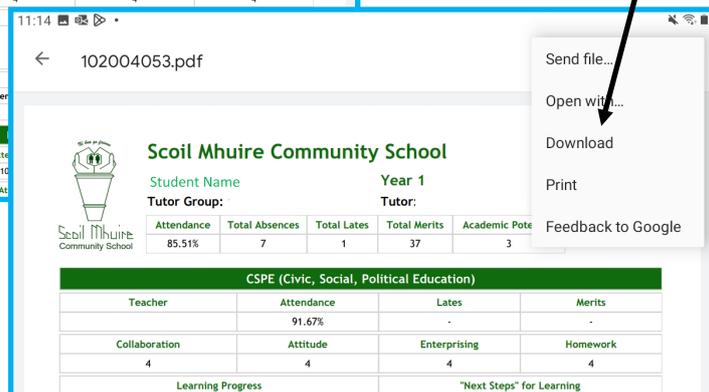
**Step 3. If the document does not open in a default pdf reader, you may have to select an app to open it with**



**Step 4. Click on the 'three dots'**



**Step 5. Click 'Download'**



**Step 6. Repeat steps 2-5 for each report**

**Scoil Mhuire Community School**

Student Name: \_\_\_\_\_ Year 1  
 Tutor Group: \_\_\_\_\_ Tutor: \_\_\_\_\_

	Attendance	Total Absences	Total Lates	Total Merits	Academic Potential
	85.51%	7	1	37	3

**CSPE (Civic, Social, Political Education)**

Teacher	Attendance	Lates	Merits
	91.67%	-	-

Collaboration	Attitude	Enterprising	Homework
4	4	4	4

Learning Progress

On Going Assessment

Descriptor	Percentage
Consistently exceeds potential	

Teacher	Attendance	Lates	Merits
	91.67%	-	-

**Scoil Mhuire Community School**

Student Name: \_\_\_\_\_ Year 1  
 Tutor Group: \_\_\_\_\_ Tutor: \_\_\_\_\_

	Attendance	Total Absences	Total Lates	Total Merits	Academic Potential
	85.51%	7	1	37	3

**CSPE (Civic, Social, Political Education)**

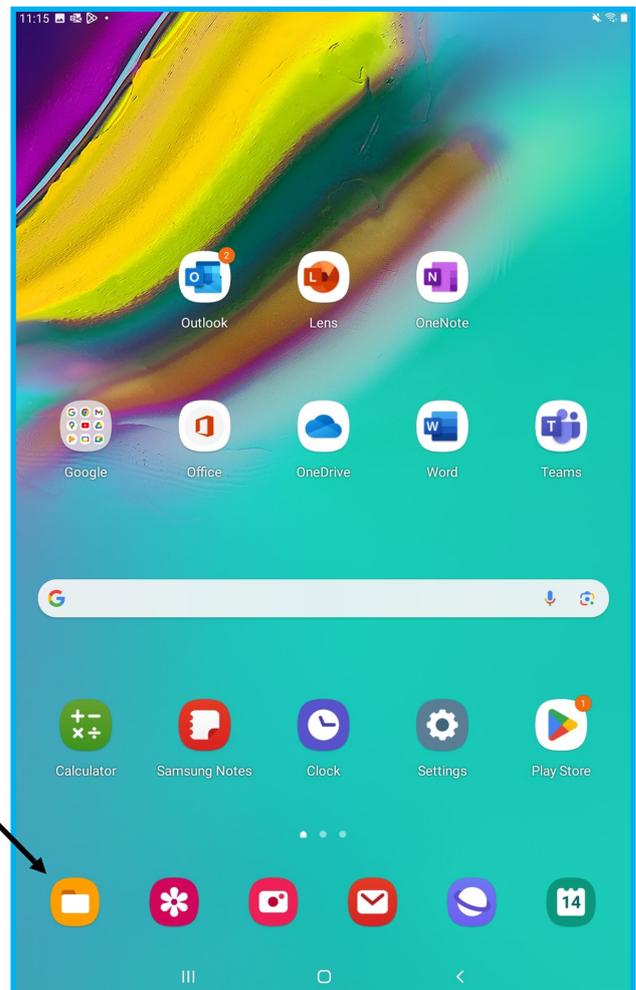
Teacher	Attendance	Lates	Merits
	91.67%	-	-

Learning Progress "Next Steps" for Learning

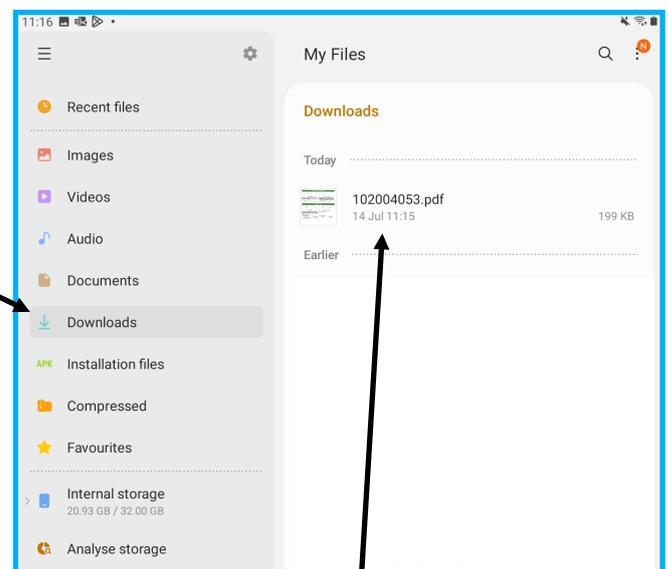
## Android Device—continued

**Note.** Saved documents should be in the downloads folder.

**Step 7.** To access the Downloads folder click the 'My Files' icon



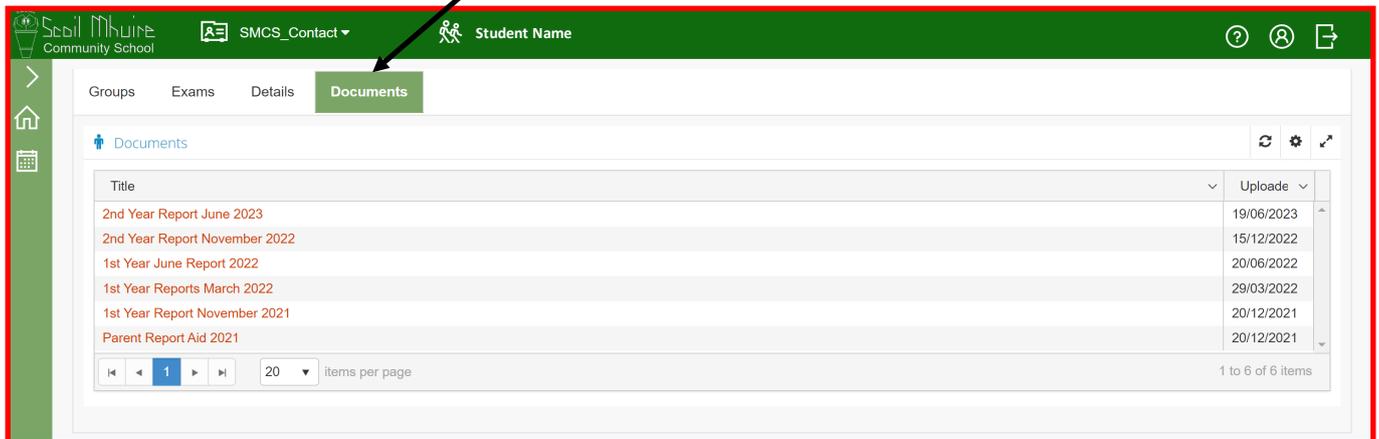
**Step 8.** Click the 'Downloads' folder



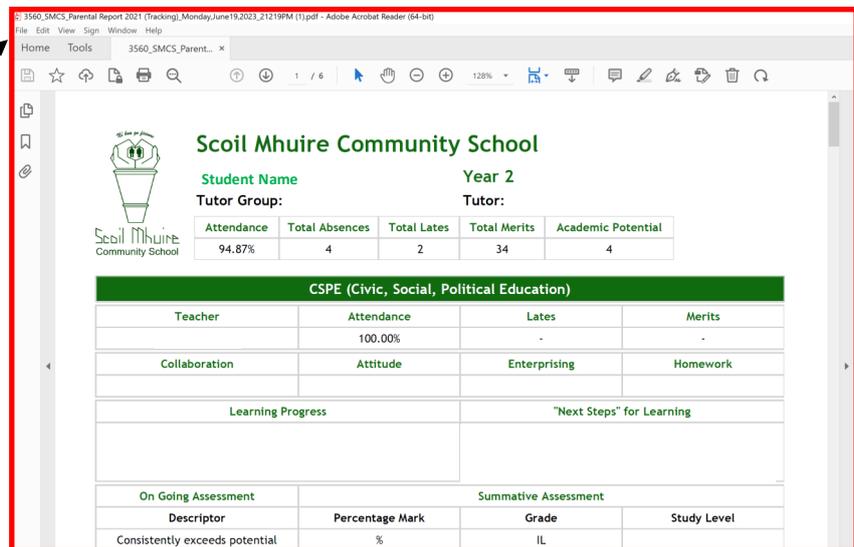
**Saved documents**

# Desktop Computer

**Step 1.** Sign into the website 'www.progresso.net' and click 'Documents'



**Step 2.** Click 'File'



**Step 2.** Click 'Save As' and choose the location where you want to store the document

