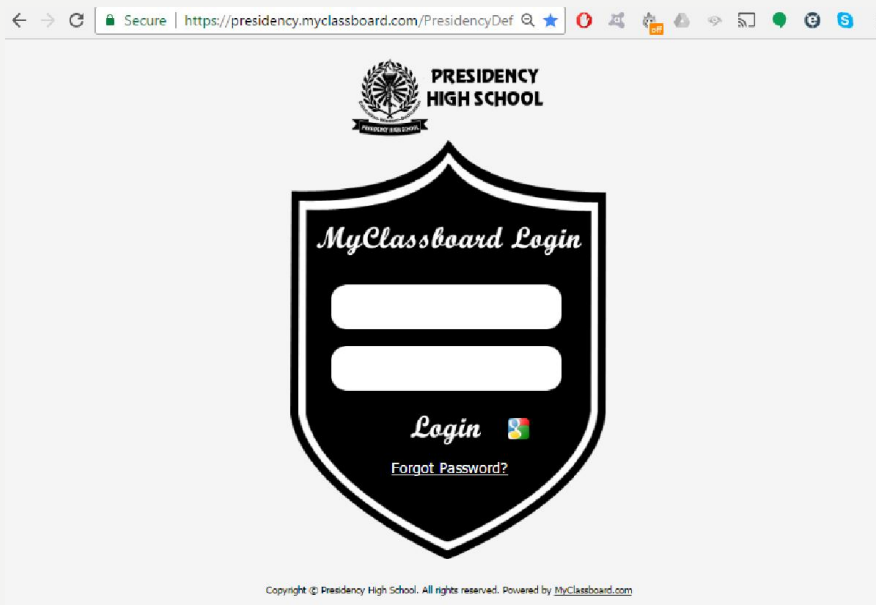


**PRESIDENCY  
ONLINE USER  
MANUAL**

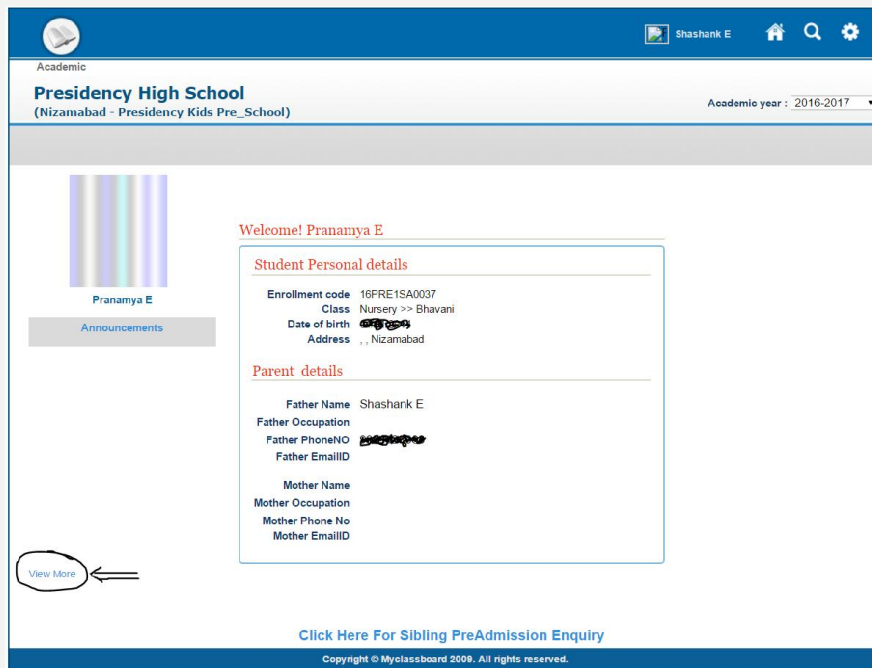
**JANUARY 2017**

# LOGIN PAGE



- Login Page:  
<https://presidency.myclassboard.com/>
- Login with the Username and Password provided(Sent by SMS).
- If you forget your password click on Forgot Password button, a new password will be sent to your registered mobile number

# TO START CLICK ON



The screenshot shows a web portal for Presidency High School. The header includes the school name and the academic year 2016-2017. A user profile for Pranamyia E is shown on the left. The main content area displays student and parent details. A 'View More' link is circled in red with an arrow pointing to it.

Academic

Shashank E

Presidency High School  
(Nizamabad - Presidency Kids Pre\_School)

Academic year : 2016-2017

Pranamyia E

Announcements

Welcome! Pranamyia E

**Student Personal details**

Enrollment code	16FRE1SA0037
Class	Nursery >> Bhavani
Date of birth	09/09/2016
Address	, Nizamabad

**Parent details**

Father Name	Shashank E
Father Occupation	
Father PhoneNO	9849123456
Father EmailID	
Mother Name	
Mother Occupation	
Mother Phone No	
Mother EmailID	

[View More](#)

[Click Here For Sibling PreAdmission Enquiry](#)

Copyright © Myclassboard 2008. All rights reserved.

- Click on View more

# ATTENDANCE

The screenshot shows the 'Attendance' section of a school management system. The left sidebar contains a menu with 'Attendance' highlighted. The main content area features a table of monthly attendance data and a bar chart.

Month	Conducted	Present	Attendance %
Dec-2016	22.00	21.00	95.45
Nov-2016	24.00	23.00	95.83
Oct-2016	12.00	12.00	100
Sep-2016	3.00	3.00	100
Jan-2017	10.00	5.00	50
Overall	71	64	90.14

Student Attendance

Attendance Chart

Working Days (Blue bars), Present Days (Orange bars)

Month	Working Days	Present Days
September 2016	3.00	3.00
October 2016	12.00	12.00
November 2016	22.00	21.00
December 2016	22.00	21.00
January 2017	10.00	5.00

Copyright © Myclassboard 2009. All rights reserved.

- For Attendance please click on the button

# MESSAGING

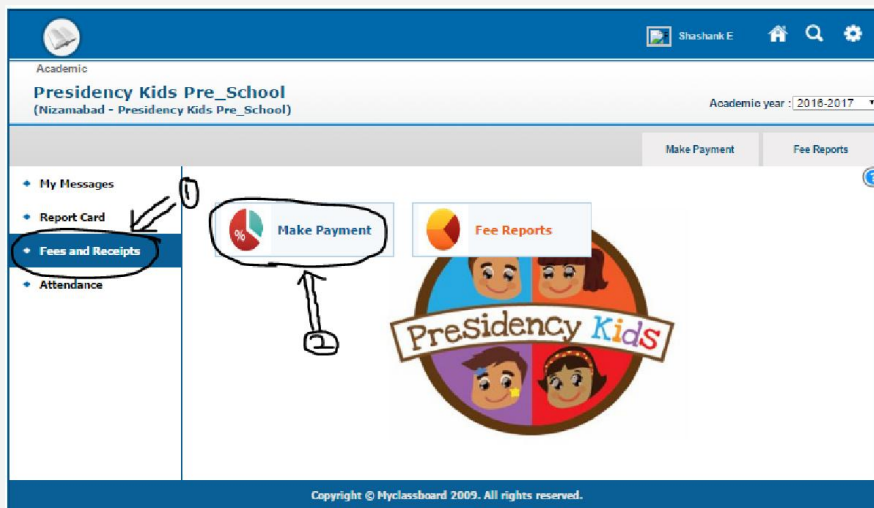
The screenshot shows the 'My Messages' section of the Myclassboard interface. The page title is 'Academic Presidency Kids Pre\_School (Nizamabad - Presidency Kids Pre\_School)' with the academic year set to '2016-2017'. The left sidebar contains 'My Messages', 'Report Card', 'Fees and Receipts', and 'Attendance'. The main content area shows an 'Inbox (9)' with options for 'Sent messages' and 'Compose new'. Below this is a table of messages with columns for 'select', 'From', 'Subject', and 'Date'. Hand-drawn callouts 1, 2, 3, and 4 point to the 'My Messages' menu, the 'Inbox (9)' button, the 'Compose new' button, and the 'Attendance' menu item respectively.

select	From	Subject	Date
<input type="checkbox"/>	Accountant(accountsp@ps)	SMS Message	10 Jan 2017
<input type="checkbox"/>	krupa(krupa)	SMS Message	16 Jan 2017
<input type="checkbox"/>	krupa(krupa)	SMS Message	06 Jan 2017
<input type="checkbox"/>	krupa(krupa)	SMS Message	03 Jan 2017
<input type="checkbox"/>	krupa(krupa)	SMS Message	22 Dec 2016
<input type="checkbox"/>	krupa(krupa)	SMS Message	21 Dec 2016
<input type="checkbox"/>	krupa(krupa)	SMS Message	26 Nov 2016

Copyright © Myclassboard 2009. All rights reserved.

- To see all the SMS messages that have been sent by the school.
- Click on 1, 2 and 3
- To send a new message to the school Click on 4.

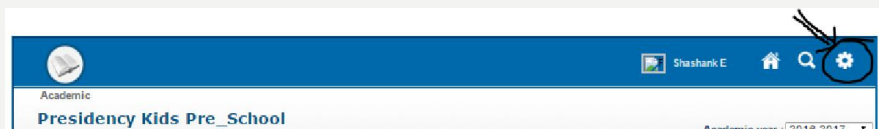
# ONLINE FEE PAYMENT



- Click on the Make Payment
- Enter the Fee Amount
- Hit Continue to be diverted to the Bank Page
- Complete the Payment to be able to generate the receipt

# TO CHANGE PASSWORD

- Click on the Settings Button
- Then click on the Change Password Button
- Enter the old and new passwords to reset your password



# FOR ACADEMICS AND REPORT CARDS

- Academics will be online from the next academic year