

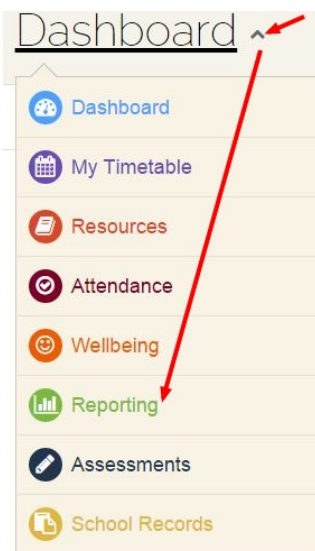
Mount St Benedict College

How to Access your Child's Academic Results & Reports

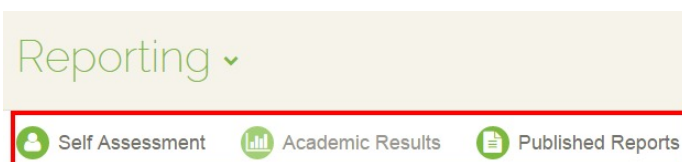
1. Login to the Parent Portal (<https://sentral.msben.nsw.edu.au/portal>)
2. Click on the photograph of your child
3. If any new report has been published to the portal you will see a notification like the one shown below.



4. At the top of the screen, click the arrow next to '**Dashboard**' and then click to select '**Reporting**' from the menu choices.



There are three reporting tabs (as shown below).



To view full school reports, click on the '**Published Reports**' tab and then click on the name of the report to download it to your computer.

 Self Assessment  Academic Results  Published Reports

Published reports

Reporting Period Name	Print Date
Year 8 Semester 2, 2014	19/11/2014 17:23
Semester 1, 2014 Year 8	13/08/2014 12:26

Note: the reports are in Adobe pdf format so you will need to have a pdf reader installed on your computer to view them. You can download a free pdf reader from the Adobe site (<http://get.adobe.com/reader/>)

Should you have any issues with this, please email the ICT Helpdesk by using the following link: [Email the Helpdesk](#)

*Inspiring Young Women
Transforming the Future*