

Child Learning Journey

(Play)School-Parents digital solution

User Guide v4.0

Parent

Date: 07.December.2017

Child Learning Journey[™] is a global product of Bing Web Services (UK). Currently used by Child Learning (India) Pvt. Ltd and Child Learning (UK) Pvt. Ltd.

CLJ Parent User Guide V4.0

What's new in this version*?

• Introducing New CLJ iOS apps

* Last version was published in November 2017.

Index

Child Learning Journey – An Overview: Slide 4

- Key Features For Parents: Slide 5 & 6
- Terms and Descriptions: Slide 7
- Parent User Interface: Slide 8
- Web Portal: Slides 9 43
 - Children
 - CMessage
 - Daily Diary
 - Child Life Journey
 - Feedback Management
 - Fees

Index

Tablet App: Slides 44 - 58
Daily Diary
cMessage
Comments
Child Life Journey
Contact us - Slide 59 & 60

Child Learning Journey – An Overview

Child Learning Journey[™] (CLJ) is a digital product suite of web portal and mobile applications for the early years education/care provider and parents of young children. CLJ is Bing Web Services (UK) product and works globally. CLJ fills the communication gap between parents of young children and Day Care, Nurseries, Pre-schools regarding the child learning and development journey. We fill this communication gap by using the new generation and user friendly digital channels and technologies such as web portal and mobile applications. Secure online channels are being used between the education/care provider and parents of young children from 5 months to 5 years to communicate on a daily basis. CLJ will provide instant information sharing and follow up of that information.

Reputed UK company product. Established in England and Wales in 2009

Key Features For Parents

- Global secure and synchronized web portal and mobile applications.
- See inside your child's school via mobile apps and web portal
- Get instant school updates via mobile notifications and emails
- Get photos/videos/audio of your child's magical moments in school
- Report absentees, likes, dislikes, food allergies, important activities to teachers
- Know what your child is doing in the class
- Know how your child interacts in schools with others through videos
- Know whether your child has sleep, lunch, water, medication during the day
- See school daily dairies on your mobile and portal
- Connect with your child teachers or institute managers instantly
- See PDF, word documents to your child's institute
- Know your child's hidden talent early!
- Proactively manage your child learning and development..

Terms and Descriptions

cMessageTM - Magical moments of your child

cMessage can be any message, observation or a magical moment captured by the teacher for a child. It could be a summary of child activities in words or picture taken doing some memorable activity or amazing video or audio for a child. Parent can also send the cMessage to teachers. They can also provide comments on each other cMessages like a chat.

Daily Diary – How was your child's day today?

It is the digital form of the diary which is sent from teachers to parents on a daily basis.

Parent Portal User Interface

Following pages will outline the Parent User Interface and key functions they can perform on the Web Portal and CLJ Parent tablet app.

The portal can be accessed via the secure web URL

https://childlearning.in/login.php?loginas=parent

Please use your mobile number and password to login. Latest versions of these user guides can be found on https://www.childlearning.in/training/manuals/

There is one mobile/tablet app for Parent, which can be downloaded from the Google Play Store*. URL: https://play.google.com/store/apps/details?id=com.childlearning.parent

There is one mobile/tablet app for Parent, which can be downloaded from the Apple Play Store*. URL: https://itunes.apple.com/us/app/child-learning-parent/id1319844093



Home Screen

ttps:// childlearning.in /dashboard.php				C Q Sear	ch	☆ 🗎 🖡	n v o
Child Learning.in					WELCOME	PRADEEP AR	
Pradeep Arora	Dashboard	Children	cMessage	Daily Diary	Child Life Journey	Feedback	Fees
Image: Second	c			cMessage	Dail	⊜ y Diary	
Contact							
🚾 diksha@childlearning.cin							
\$ 8826387945							
TestchangeK-145, Suraj Vihar, New Delhi - 11							

View Profile

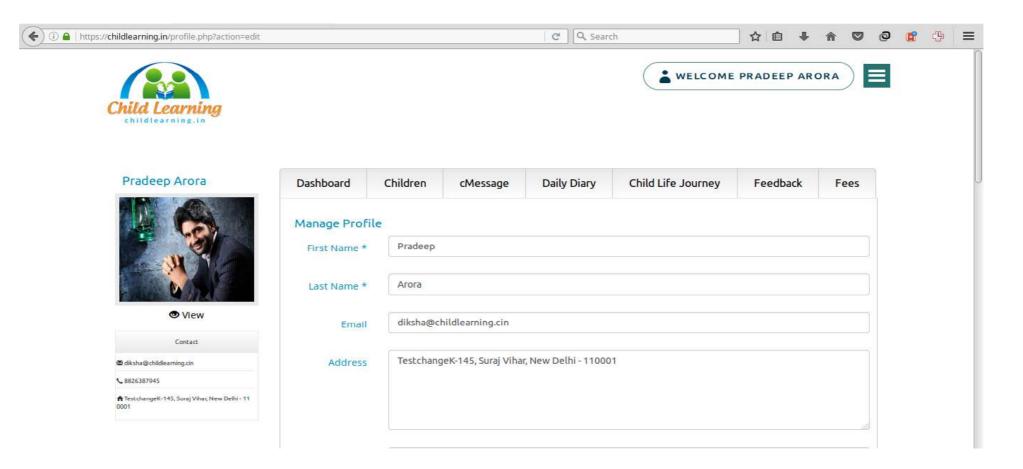
A https://childlearning.in/profile.php?action=view				C Sear	ch]☆ @ ♣	n V	0	8 (5)	
Child Learning childlearning.in		WELCOME PRADEEP ARORA								
Pradeep Arora	Dashboard	Children	cMessage	Daily Diary	Child Life Journey	Feedback	Fees			
	First Name:	1	Pradeep							
	Last Name:		Arora							
A A A A A A A A A A A A A A A A A A A	Email: Address:		diksha@childlearning.cin TestchangeK-145, Suraj Vi	har, New Delhi - 110001						
	Contact Phone:		8826387945							
🖍 Edit Profile										
Contact										
🗱 diksha@childlearning.cin										
% 8826387945										
🕈 TestchangeK-145, Suraj Vihar, New Delhi - 11 0001										

View Profile

- This section shows the parent details
- The parent profile can also be edited from this section by clicking on the Edit Profile option



Edit Profile



Edit Profile

- This section allows the user to edit parent details
- Everything except the mobile number can be edited
- To apply the changes click on the Update button at the end of the the form

Children Management

D 🔒 https:// childlearning.in /parents-children.php			C Q Search 🗘 🖻 🖡 🎓 🖉 🥥						
Child Learning.in					WELCOME	PRADEEP AR			
Pradeep Arora	Dashboard	Children	c Message	Daily Diary	Child Life Journey	Feedback	Fees		
€ View Contact		Rhea		Hardik		iruti	1		
☎ diksha@childleaming.cin	CLAS	S :Nursery		LASS :Nursery	CLA	SS :KG			
TestchangeK-145, Suraj Vihat, New Delhi - 11 0001	-	-							

1 Index

Children Management

- This section shows the list of children who are associated to the parent
- The parent can tap on any child to edit the details of the child



Children Management – Edit Child

(i) (i) (https://childlearning.in/parents-children.php?wel	_id=175&action=edit			C Q Sear		☆ 自 ♣	^ ♥	0	1	3 1
Child Learning childlearning.in					Welcome	PRADEEP AR	ORA			
Pradeep Arora	Dashboard	Children	cMessage	Daily Diary	Child Life Journey	Feedback	Fees			
	Children									
A A A A A A A A A A A A A A A A A A A	Student Details									
	Register	ST17000000158								
• View	Number									
Contact	Student Name *	Shruti						4		
🕿 diksha@childlearning.cin	Date Of Birth *	18/12/201	7					1		
TestchangeK-145, Suraj Vihar, New Delhi - 11 0001	Gender *	Female								
https://childlearning.in/parents-children.php?web_id=663&actio	Ethnicity	Hindu						ļ		



Children Management – Edit Child

(Inttps://childlearning.in/parents-children.php?web	jid=175&action=edit	े 😋 🔍 Search 🔄 🔂 🖨 🥵	0		4 =
	Ethnicity	Hindu			
Child Learning	Dietary	2 Glasses of Milk, Sandwich			
	Requirements				
	Student Image	Browse No file selected.			
	Notes				
				3	1
https://childlearning.in/parents-children.php?web.id=663&actio	n=edit	Update Cancel			



Children Management – Edit Child

- This section allows the user to edit the details of any child related to his profile
- To apply the changes click on the Update button at the end of the the form



cMessage

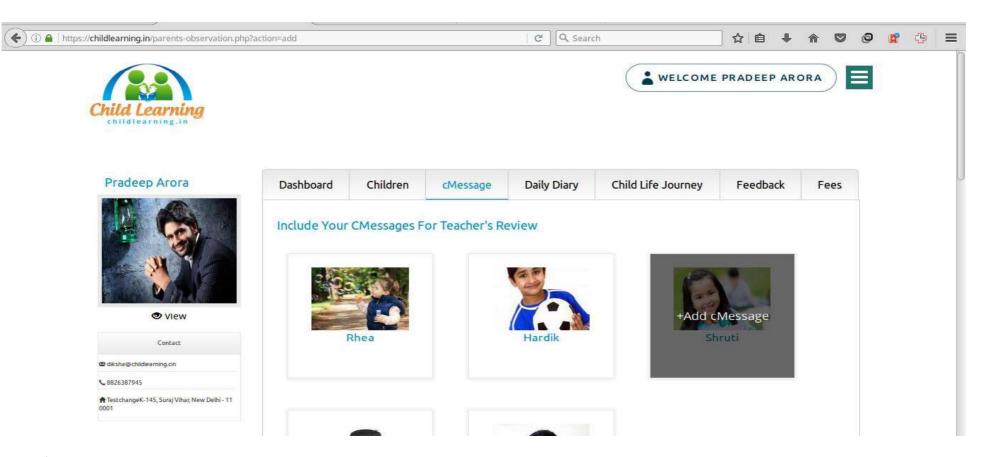
https://childlearning.in/parents-observation.php				C Q Sear	ch		☆ 🖻 📲		o 😰 4
Child Learning childlearning.in						WELCOME	PRADEEP AR		3
Pradeep Arora	Dashboard	Children	cMessage	Daily Diary	Child Li	fe Journey	Feedback	Fees	
	Magical Mon	nents Of Your	Child				+ Add c	cMessages	
© View	Search all columns:								
	Children Name	Subject			Posted by	Status	Posted on	Action	
🖾 diksha@childlearning.cin	🗘 Prashant Tt		load test 2 - Upload pho		Preeti Tyagi	0	2017-11-17	۲	
\$ 8826387945	🗘 Dhruv		oload - Test photo		Preeti Tyagi	0	2017-11-17	٠	
🕈 TestchangeK-145, Suraj Vihat, New Delhi - 11 0001	C> Prashant Tt	Photo/Video u	oload - Test photo		Preeti Tyagi	۹	2017-11-17	۲	
	🖒 Dîvya	Vhklibb - Ghkbi	. Mn		You	Approved	2017-11-14	•/0	
	🗘 Divya	Ghvjj - Foghjj		i i	nstitute Admin		2017-11-14	۲	



cMessage

- This section shows all the cMessages created by all the teachers and parents associated within the institute for all the children of the parent.
- New cMessage can be created and existing cMessage can be viewed, edited and deleted from this section.
- The section consists of six columns namely 'Child Name', 'Subject', 'Posted by', 'Status', 'Posted on' and 'Action'.
- Child Name : Name of the child.
- **Subject**: Title of cMessage and a few words of the cMessage, both separated by a '-'.
- **Posted by :** Shows the name of the person who sent the cMessage.
- **Status :** This shows whether the cMessage is approved by the Institute Admin or not. cMessage sent by you are always approved.
- **Posted on :** Shows the date on which the cMessage was sent.
- Action : You can view, edit or delete cMessages through options given in this field.

cMessage – Add cMessage



1 Index

cMessage – Add cMessage

• The second sec	hp?action=add&child_id=1	75		C Q Sear	ch	☆ 自 ♣		0 🖻 🤂 🚍
Child Learning.in					WELCOME	PRADEEP AR	ORA	3
Pradeep Arora	Dashboard	Children	cMessage	Daily Diary	Child Life Journey	Feedback	Fees	
	Include Your C Send cMessage Title *	Messages Fo		eview				
View Contact	Date *	2017-11-2	2					
🖾 diksha@childlearning.cin	Analysis	Took part i	in the society sing	ing competition.				
A TestchangeK-145, Suraj Vihar, New Delhi - 11 0001	Next steps	Won the f	ïrst prize.				j	
	Photos	6						



cMessage – Add cMessage (Cont.)

♦ ● ① ● https://childlearning.in/parents-observation.php?action=add&child_id=17	5 C Q Search ☆ 自 🖡 🎓 🛡	0	r 3	≡
Contact I di San gon Child Learning Child Learning Analysis	Took part in the society singing competition.			
A TestchangeK-145, Suraj Vihar, New Delhi - 11 0001 Next steps	Won the first prize.			
Photos	Browse girl-933644_1920.jpg			
	Add Image			
Audio	Browse No file selected.	Į		
Video	Browse No file selected.			6
cMessage *	She took part in the society singing competition and won the first prize.			
	Preview Cancel		1	

cMessage – Preview cMessage

(I https://childlearning.in/parents-observation.php?	action=preview&obs_id=3442		C Q Search	☆	ê 🖡 A		9 🖪	¢	≡
Child Learning	Dashboard C	Children cMes	ssage Daily Diary Ch	WELCOME PRAI	DEEP AROR	s E			n
	Magical Moment								
© View	Date: Analysis: Next Steps:	2017-11-22 Took part in the society singin Won the first prize.	ng competition.						
Contact	cMessage:	She took part in the society s	singing competition and won the first prize.						U
	Photos								
	A								
	Send							1	

cMessage – Add cMessage

- You can add a new cMessage for any of the child/children associated to you by clicking on the Add cMessages button under the cMessage tab
- You can send a normal text message or add any photos or videos of your child along with the text message
- Before sending the message to the teacher you can preview the cMessage by clicking on the Preview button at the end of the form
- This message will be sent to both the teacher and principal (admin) of the school as soon as you click on the Send button

cMessage – View cMessage

https:// childlearning.in /read-observation.php?ob	s_id=3442		C Q Search	☆ 自 ♣		9	¢
Child Learningsra	Dashboard	Children cMessage		WELCOME PRADEEP ARC			
	CMessage				9 hrs ago		
	Parent: Pradeep A	rora (diksha@childlearning.cin)					
	cMessage						
	Children Name:	Shruti					
View	Title:	Singing competition					
Contact	Analysis:	Took part in the society singing	competition.				
🖾 diksha@childlearning.cin	Next Steps:	Won the first prize.					
6826387945							
TestchangeK-145, Suraj Vihar, New Delhi - 11	CMessages						
	She took part in th	ne society singing competition	and won the first prize.				
~							
20							
							Ť

(

cMessage – View cMessage

• You can view any cMessage by clicking on the icon und on the Action column on the cMessage page

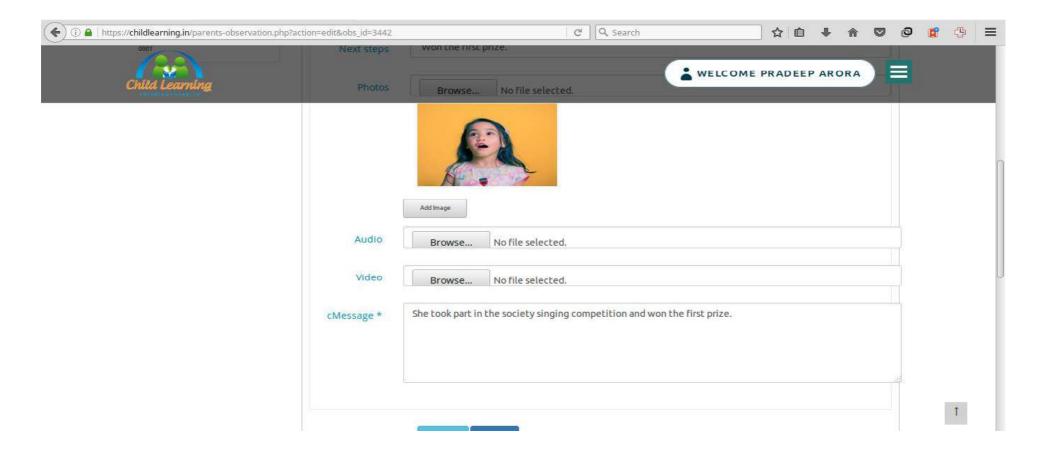


cMessage – Edit cMessage

:// childlearning.in /parents-observation.php?a	action=edit&obs_id=3442			C Sear	ch	☆ 自 ♣	⋒ ♥
Child Learning childlearning.in					WELCOME	PRADEEP AR	ORA
Pradeep Arora	Dashboard	Children	cMessage	Daily Diary	Child Life Journey	Feedback	Fees
	Magical Mome	ents Of Your	Child				
Cost -	Title *	Singing co	mpetition				
• View	Date *	2017-11-2	2				
🕿 diksha@childlearning.cin	Analysis	Took part	in the society sing	ing competition.			
\$ 8826387945	Analysis						
A TestchangeK-145, Suraj Vihar, New Delhi - 11		Won the f					



cMessage – Edit cMessage (Cont.)



cMessage – Edit cMessage

- You can edit any existing cMessage sent by You previously by clicking on the button under the Action c man on the cMessage page
- Once you have made the changes which you want in the cMessage you can click on the Update button to apply the changes

cMessage – Delete cMessage

) (i) 🔒 https://childlearning.in/parents-observation.php	?msg=III			C Sear	ch	☆ 🖨 🔸	r v 0	1
Child Learning childlearning.in					WELCOM	E PRADEEP AR		
Pradeep Arora	Dashboard	Children	cMessage	Daily Diary	Child Life Journey	Feedback	Fees	
	Magical Mon	nents Of You	r Child	-				
	Successfully Deleted!!						×	
© View						+ Add	cMessages	
Contact	Show 10 rentrie	5						
🕿 diksha@childlearning.cin								
\$ 8826387945	Search all columns:							
🕈 TestchangeK-145, Suraj Vihar, New Delhi - 11 0001	Children Name	Subject			Posted by Status	Posted on	Action	
	🗘 Shruti	Singing comp	etition - She took p		You 🗞 Approved	2017-11-22		

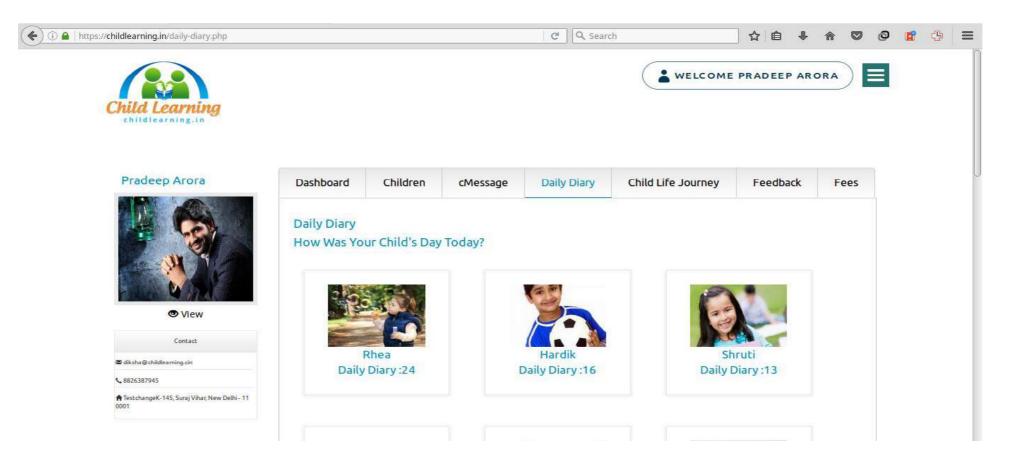


cMessage – Delete cMessage

- Existing cMessage can be deleted by clicking on the icon unde me e
 'Action' column
- The user can only delete cMessages created by him/her
- Deleting a cMessage is not reversible



Daily Diary



Daily Diary – View Daily Diary

https://childlearning.in/view-daily-diary.php?child	id=175			C Q Searc	h	☆ 自 ♣	r 🛡 🕹
Child Learning childlearning.in					WELCOM	E PRADEEP AR	
Pradeep Arora	Dashboard	Children	cMessage	Daily Diary	Child Life Journey	Feedback	Fees
	Daily Diary -			SEPTEMBER	2017		month
	Sun 27	Mon	28		Thu 30 31	Fri 1	Sat 2
S View	3		4	5	<u>د</u> 7	8	9
Contact diksha@childlearning.cin \$8826387945							

Daily Diary – View Daily Diary (Cont.)

https:// childlearning.in /daily-diary.php?action=vie	w&diary_id=2209			C Q Sear	ch	合自 🖡	^ ♥ 0
Child Learning childlearning.in					WELCOME PRADEEP ARORA		
Pradeep Arora	Dashboard	Children	cMessage	Daily Diary	Child Life Journey	Feedback	Fees
Edit Profile	Daily Diary How Was Yo Institue Name: Children Name: Attendance: Came in at:	dikshasingla dikshasingla Shruti Present NA	Today?				Sep 13, 2017
Contact	Left at:	NA					
🗟 diksha@childlearning.cin	Activities:	Dance					
\$ 8826387945	Comments:	Good kid					
🕈 TestchangeK-145, Suraj Vihar, New Delhi - 11 0001	-						
	What I ate today	Tioleting Times SI	eeping Times				

Daily Diary

- You can easily review your child's daily activities by clicking on the Daily Diary tab
- You can select the child for which you want to see the diary
- After selecting the child you will be shown a calendar and all the daily diaries sent by the teacher on a given date will be shown
- You can click on any of them to view the details of the Daily Diary

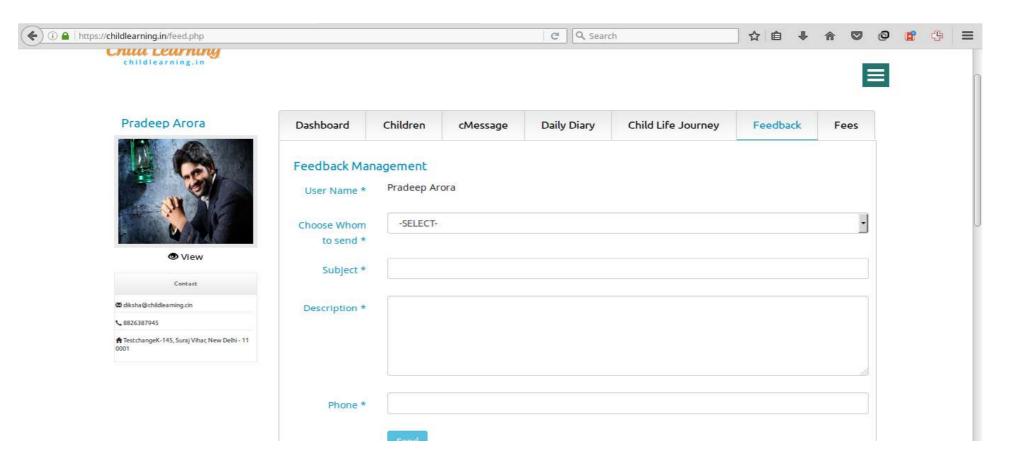
Child Life Journey

https://childlearning.in/clj.php				C Sear	ch	☆ 自 ♣		0 😭
Child Learning childlearning.in						PRADEEP AR		3
Pradeep Arora	Dashboard	Children	cMessage	Daily Diary	Child Life Journey	Feedback	Fees	
	Child Life Jou	rney						
	Select Student *	-SELECT-					-	
	Select From Date *							
View Contact	Select To Date *							
₩ diksha@childlearning.cin		Generate	Ddf					
\$8826387945		Generate						
📌 Test change K-145, Suraj Vihar, New Delhi - 11 0001	1							

Child Life Journey

- This feature allows you to view your child's journey so far in school
- You can select the time period from which you want to view your child's journey
- We are still working upon how to view your Child's Journey in a more spectacular and memorable manner but will surprise you soon with something awesome

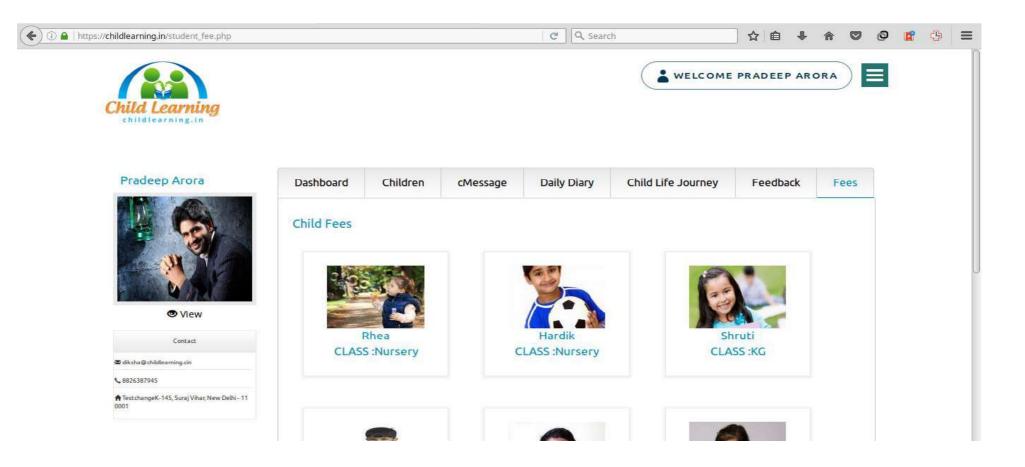
Feedback



Feedback

- You can easily send any feedback or suggestions to your child's institute or to us for improvements in school or our applications/web portal
- Just fill the form, select whom you want to send the feedback and click on the Send button

Fees



1 Index

Fees (Cont.)

https://childlearning.in/student_fee.php?web_id=175&action=fee_months&fee_year=2017				C Q Searc	ch	☆ 自 ♣		0 🖪
Child Learning childlearning.in					& WELCOME	PRADEEP AR		3
Pradeep Arora	Dashboard	Children	cMessage	Daily Diary	Child Life Journey	Feedback	Fees	
€ View	Child Fees	-2017 🕹						
Contact 25 diksha@childlearning.cin								
\$ 8826387945								

Fees

 You can Download the Fee Receipt for your child sent by the institute in PDF format and print it for future reference and use if needed by selecting the Year and then clicking on the subsequent fees on the screen



Parent – Mobile/Tablet App

Next slides will outline what Parents can do in CLJ – Parent Mobile/Tablet app. In Child Learning – Parent app user can login and perform limited but mostly used activities. Download the latest apps from Google Play Store or Apple Store and install on your mobile or tablet.

Google Play Store link https://play.google.com/store/apps/details?id=com.childlearning.parent Apple Store link https://itunes.apple.com/us/app/child-learning-parent/id1319844093

Use your provided mobile number to log in and follow the instructions in the upcoming slides on how to create password.

Note: Your Child's institute admin/manager firstly need to add you as a parent on CLJ applications.

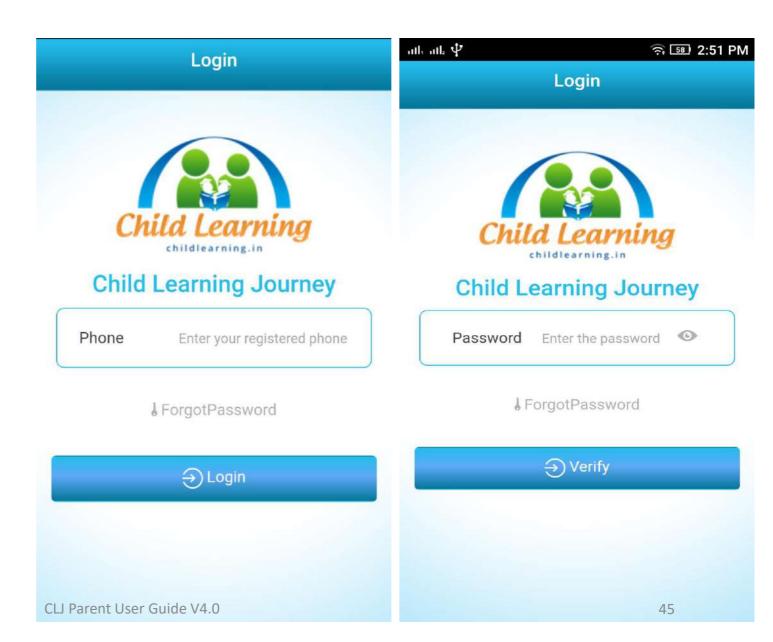
Any technical support needed, please email us at support@childlearning.in



Login

- Enter the mobile number and password given to you by your child's institute
- You will be able to login only with the Mobile number registered with the institute

1 Index



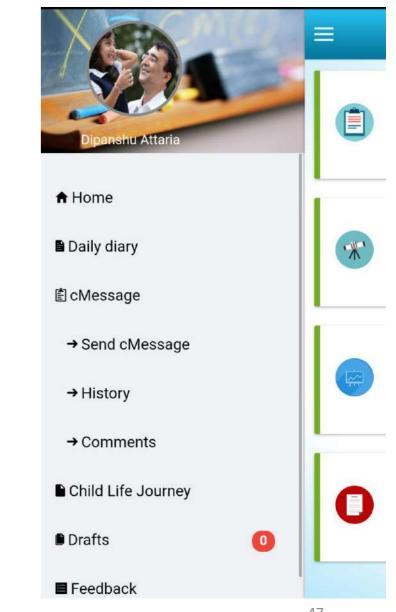
Home

- cMessage link to create/view cMessages
- Daily Diary link to view Daily Diary
- Comments section where comments on cMessages can be viewed and added

=	Home	Ŧ
	Daily Diary	22
•#**	cMessages	37
	Comments	
0	Child Life Journey	

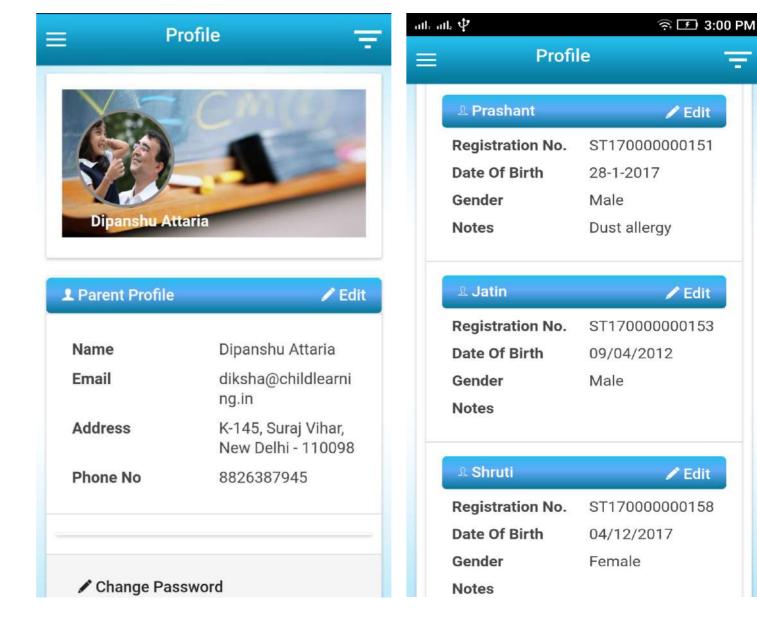
Home Screen – User Panel

- Tapping onto the top left will take user to the additional options available in the app
- Tap on the Profile picture to view the Profile screen



Profile

- This screen will show the user profile details
- This will also show the list of child/children under this parent
- You can also change the password by tapping on the change password button



Profile - Edit

• The profile can be edited by tapping on the edit button

uk atk ₽ ←	Edit Profile	2:58 PI
First Name	*	
Dipanshu		
Last Name	*	
Attaria		
Phone no *		
8826387945		
Email		
diksha@child	dlearning.in	
Address		
K-145, Suraj	Vihar, New Delhi - 110098	
	Dipload	Picture

~/



• This screen appears when you tap on the Change Password button on the Profile screen

ath 🖞		र्न्न 🛅 3:42 🛛
	Settings	
Change Pa	ssword	
Old Passv	vord	
New Pass	word	
Confirm P	assword	
	Show password	
	L Change Passwor	rd
C		



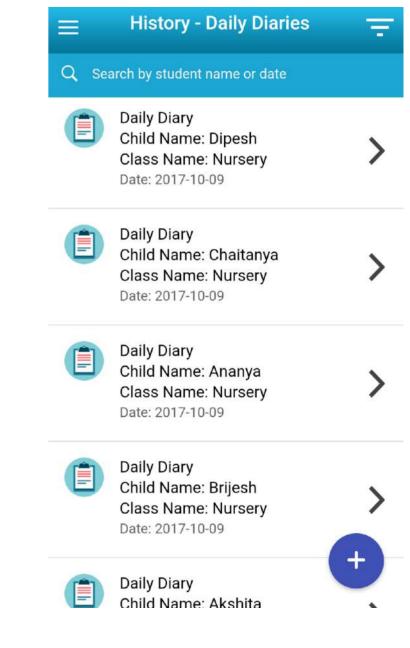
Profile – Edit Child

• You can also edit your child details by tapping on the Edit button which is next to the Child Name

← Ea	lit Child	C
Student Details		
Student Register No ST170000000151	D:	
Student Name * Prashant		
Date of Birth *		
28-1-2017		
Gender *	Male	
Ethnicity	Canadian Americans	
Dietary Requiremen 2 Glasses of Milk, San		
2 Glasses Of Wilk, Sall	uwich	

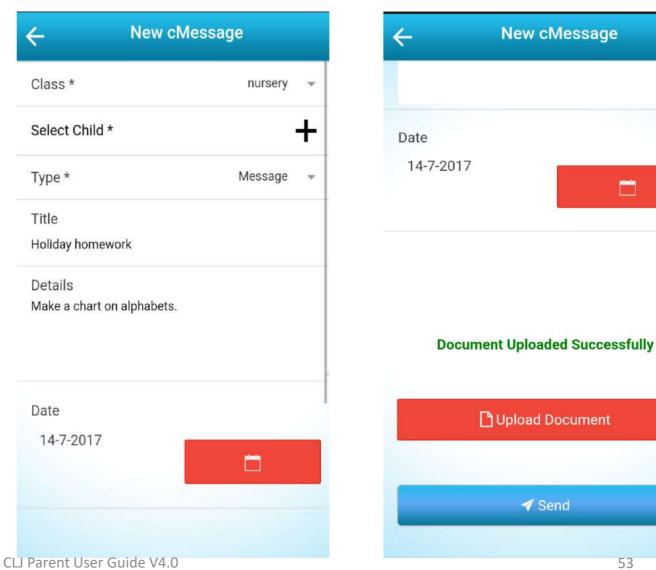
History Daily Diaries

- You can view Daily Diary posted by teachers of the institute from this section
- You can further tap on any Daily Diary to view the details of the Diary
- You can also search through all the cMessages by typing a student name or by providing the date of a daily diary



Send cMessage

- You can create a new cMessage by tapping on the '+' button at the History cMessages screen or Send cMessage option in the user panel
- If you only want to send a text cMessage you should select the Message option in the type field
- You can also upload documents by tapping on the Upload Document button



1 Index

Observation cMessage

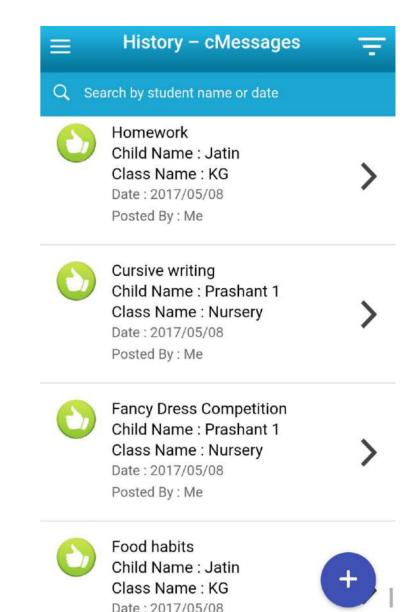
- An observation type cMessage can be used to send multimedia files such as photo/audio/video along with text
- You can Capture photo/audio/video through the camera or upload it from the Gallery
- You can create a new cMessage by tapping on the '+' button at the History cMessages screen or Send cMessage option in the user panel
- Select Observation option in the type field
- Analysis and Next Steps fields will be shown in addition to the buttons for uploading picture, audio or video

New	cMessage	யி. ∲
		← New cMessage
lass *	Nursery 👻	Picture Uploaded Successfully
elect Child *	+	(\times)
/pe *	Observation 👻	
tle		
ack Race		
etails		🕺 Upload Picture
ongratulations! Prashan ompetition on Sports da	nt came first in the Sack Race	
	×	🔂 Upload Video
nalysis		
ery nice boy.		
		Upload Audio
out Stopp		
lext Steps ncourage him to play.		✓ Send

1 Index

History cMessage

- Users can view cMessage posted by teachers of the institute from this section
- You can further tap on any cMessage to view the details of the message/observation
- You can also add a new cMessage by tapping on the 'Add' icon at the bottom right corner
- You can also search through all the cMessages by typing a student name or by providing the date of a cMessage



.

View cMessage

 Tap on any cMessage from History cMessages list to view the details of the cMessage

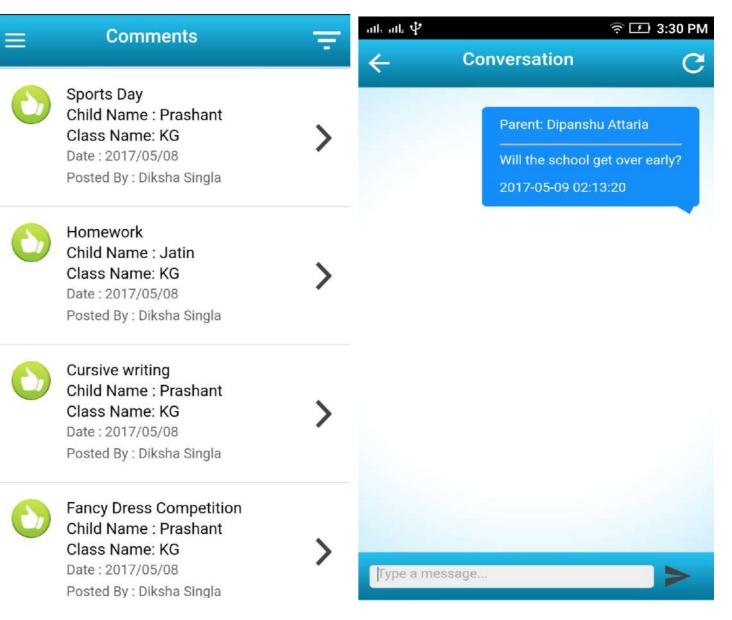
- Foo	d habits 🔍 💭	← Holiday homework
Posted By:	2017/05/08	Posted By: 2017/07/1
Always wasl food.	h your hands before having	Make a chart on alphabets.
Analysis	Good food habits lead to good health.	Holiday Homework
Next Steps	Do not eat Maggi noodles.	View Document J Download Document



1 Index

Comments

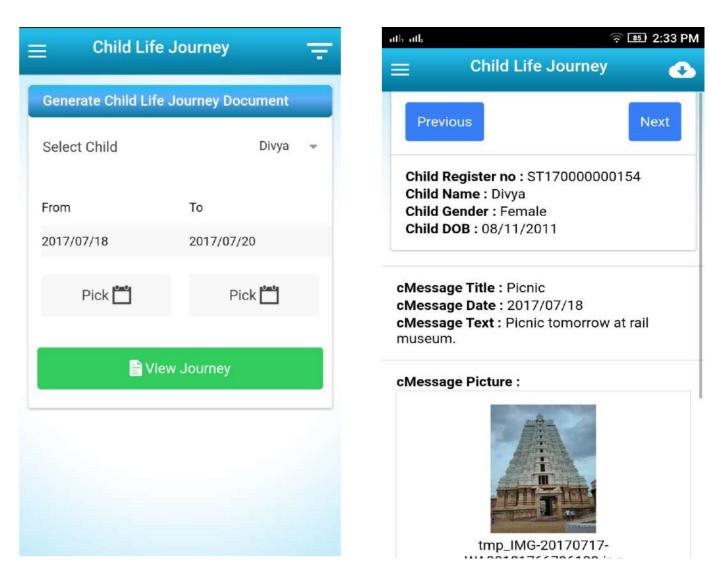
- You can view cMessages for which comments have been added in this section
- You can tap on any cMessage and view the conversation or comments added by teachers
- You can also reply to their comments at the Conversation screen



Child Life Journey

- Child Life Journey views all the Observation type cMessages for your child between the selected dates
- You can Generate a Child Life Journey document by tapping on the Child Life Journey option at the home screen or in the user panel
- Select the child along with the dates and tap on the View Journey button
- You can also download the Journey by tapping on the icon
 at the top right corner

† Index







Email: support@childlearning.in

Web: https://www.childlearning.in

Phone: +91-11-28061644

Monday to Friday – 9 am to 5 pm





Email: contactus@bingweb.uk

Web: https://www.bingweb.uk

Phone: + 44 – 790 376 3936

Monday to Friday – 2 pm to 5 pm