FOR PARENTS OF CLASS NURSERY & PREPARATORY

Dear Parents,

The College, with professional assistance has developed an online platform that shall be used for the evaluation and assessment of pupils in the Pre-Primary Department. The **USER ID** is your son's College Allotted 5 digit Personal Number. The Password for your son's account shall be sent to you later, separately by WhatsApp. Upon receiving this, logon to lmcacademics.in and follow the instructions.

Each pupil is being equipped with a personal '**dashboard'**, for which the steps for access are given separately below. As our boys are too young to access this independently, the intervention of parents is sought.

To test the facility, a MODEL ASSESSMENT shall be uploaded on **19 October, 2020**. Kindly guide your son through the process so that he gets used to this method of assessment.

STEPS FOR ACCESSING THE ONLINE PLATFORM THAT SHALL BE USED FOR THE EVALUATION AND ASSESSMENT OF THE PUPILS:

1) Turn on your computer

2) Open the web browser (Mozilla Firefox or Google Chrome)

3) In the address bar, type lmcacademics.in.

4) Click on STUDENTS

5) A photograph of Constantia shall appear.

6) Enter the User Identification Number (your son's College allotted 5 digit Personal Number)

7) Enter the Password which was provided to you via a WhatsApp message.

8) **Optionally**, Click on the REMEMBER ME checkbox to save your password

   (Do this only if you are using your own device such as Your Personal Computer or Your Laptop)

9) Click SIGN IN

10) Congratulations you should be looking at your Dashboard if everything went correctly!

11) Do not forget to SIGN OUT once you finish.

   (You can sign out by clicking "Student User" on the top right corner, and then on "Sign Out")

(C. A. McFarland)
Principal

Tuesday, 13 October 2020