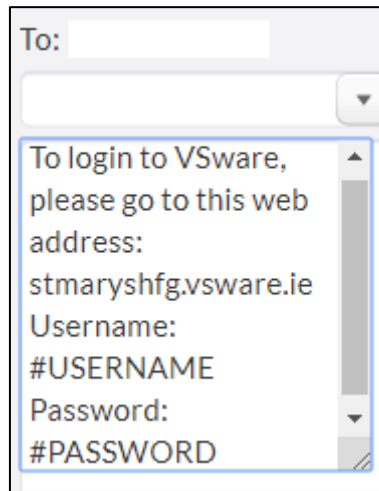


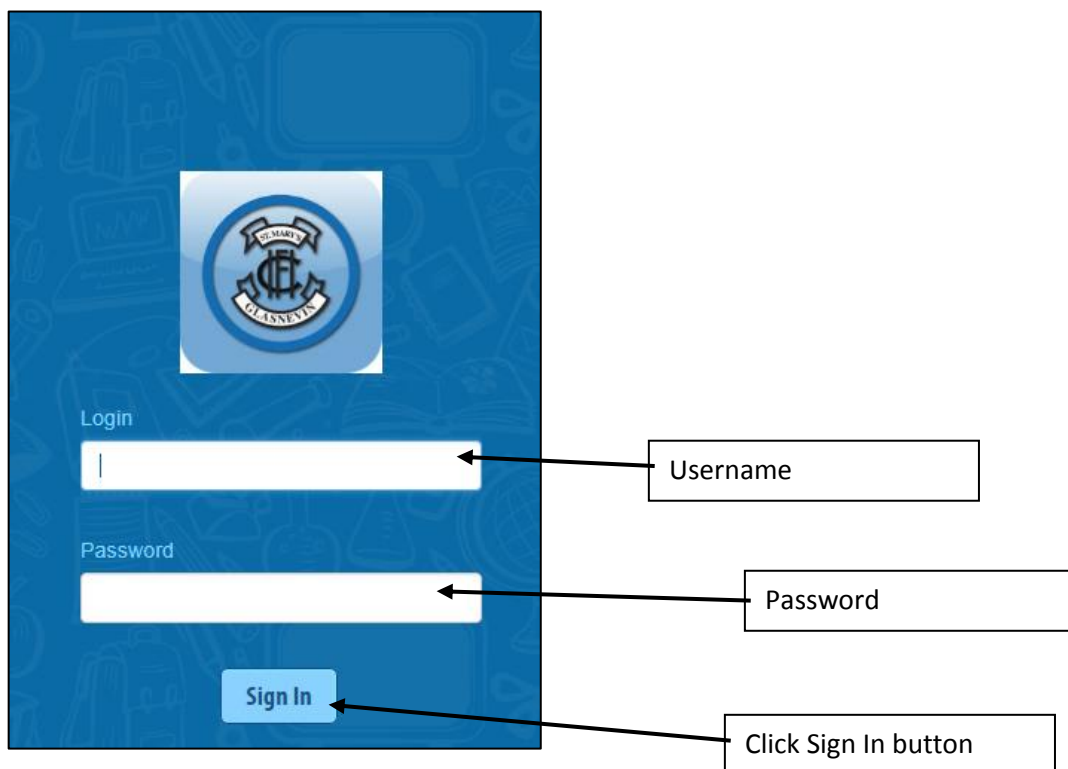
## How to access VSWare

Parents should have received a text message outlining web address, Username and Password.



The web page displays our school crest

Insert your username in the Login box and Password in the Password box



**(Please note username and password are Case Sensitive)**

1 Privacy Statement  
vSphere privacy statement

## Privacy Statement

### vSphere Privacy Statement

vSphere respects your privacy. This Privacy Statement outlines your rights to privacy and our commitment to safeguarding your personal data. vSphere's ambition is to be fully transparent in our privacy practices and the choices you can make regarding your personal data that is processed by vSphere.

Our privacy policies and guidelines respect and comply with the European Union General Data Protection regulation. All major decisions regarding privacy in vSphere are made at a corporate level.

This Statement is available on our [vmware.ie](https://www.vmware.com/privacy) home page.

### Scope and acceptance

The Statement provides information about data processing carried out by vSphere on behalf of our Customers based on their instructions (the Customer as data controller and vSphere as Data processor).

Personal data is information that can identify you as a person, such as an email address, street address or phone number. Processing your personal data is necessary for us to serve our Customers.

By providing us with your personal data, you accept the practices and terms described in this Privacy Statement. Please do not use vSphere Sites or provide your personal data if you do not agree.

☐ I accept the terms and conditions

Please accept the terms and conditions to continue

AcceptDecline

Click I accept T&C box

Click Accept button


# Congratulations!

## You Have Completed All The User Setup Steps

Finish

Click Finish button

On the left side of the screen the following menu appears



Status: Timetabled to be in room -

No Filter

- Personal
- Term Reports
- Attendance
- Student Options
- Timetable
- Settings
- Account

**Personal tab** allows parents to view your daughters' personal information

| Personal Information   |                              |                                      |                             |
|------------------------|------------------------------|--------------------------------------|-----------------------------|
| Name                   | Birth cert. Name             | Birth Date                           | Gender <b>Female</b>        |
| Medical Card <b>No</b> | Traveller Heritage <b>No</b> | Language Support Applicant <b>No</b> | Boarder Indicator <b>No</b> |
| VShare Id              | Department Pupil Id          | PPS                                  | School MIS ID               |
| Other Id               | Exam Number                  | Locker Number                        |                             |
| Date of entry          | Irish exemption              | Country of Birth <b>IRELAND</b>      | Religion                    |
| Class Group            | Date of Exemption            | Nationality                          |                             |
| Previous school type   | Previous school Roll No.     | Exam Entrant <b>Yes</b>              | Exam Repeat <b>No</b>       |
| LCVP                   | Repeat Exemption             | Left Early <b>No</b>                 | Students Mobile             |
| Mothers Maiden Name    | Previous School Name         | New Entrant <b>No</b>                | Repeating Year <b>No</b>    |
|                        |                              | Repeat Exemption Date                | Students Email              |
| Email Opt In <b>No</b> |                              |                                      |                             |

**Term Reports tab** allows parents to view current and past reports

Term Report

Select An Exam

Christmas Exams (2018/2019)

Click on arrow button to view other reports

Term Report

Select An Exam

Christmas Exams (2018/2019)

Christmas (2013/2014)  
Summer (2013/2014)  
Christmas (2014/2015)  
Summer (2014/2015)  
Christmas (2015/2016)  
Mocks (2015/2016)  
2016/17 Christmas Exam (2016/2017)  
Christmas Exams (2017/2018)  
Summer 2018 (2017/2018)  
Christmas Exams (2018/2019)

Select report by clicking on report name

**Attendance Tab** allows parents to view your daughter's attendance

Green shows number of days present

Yellow shows number of days with partial absence

Red show number of days absent

