

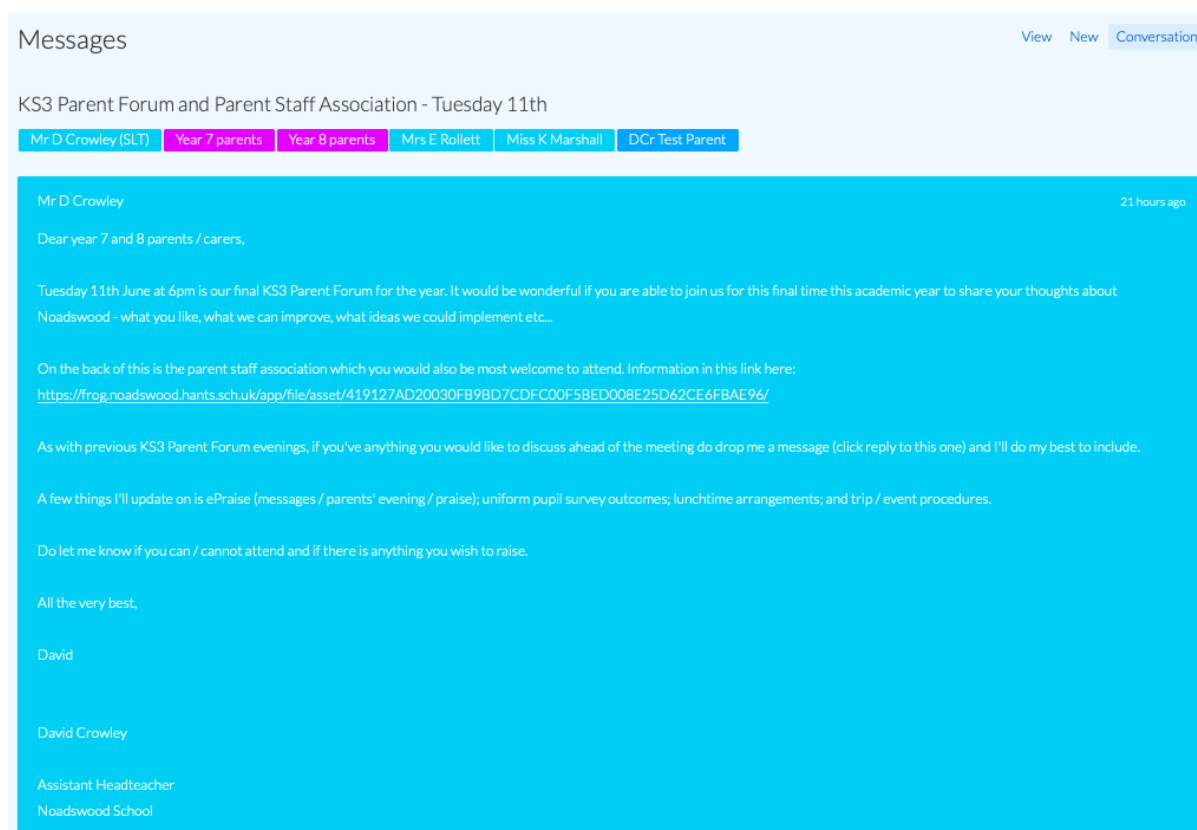


Parental Messages – Visual Guide

Messages sent from Noadswood School will now come from ePraise. In the current setup you will receive an email message from ePraise which looks as follows: -



When you click onto the message, you'll be taken to ePraise (on computer / smart device) where you can login and read it



For messages which have gone to large groups you won't be able to reply from that message (this is being updated soon where you will be able to)

This conversation has been marked as complete and cannot be replied to.



To reply to a given message simply click on the message icon (located in the top right on the screen)



From here you can write your reply by choosing a new message and send it to the relevant member of staff

Messages View New

About

To

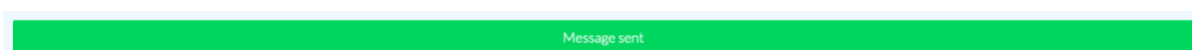
Subject

Category

Message

Key: You Students Teachers Parents

You'll then be given confirmation of the response.



After a short period of time, when a message is read, it will move to the 'completed' area – you can view all messages (even ones which have been completed) by choosing the drop down in the messages area

