

# App Student Users

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## Compass App - Student Users

**NOTE:** The mobile application is not designed for complete use of the Compass platform; it is designed for quick access to a set of specific items of information and specific actions. All features for Student users included in the application are outlined in this article.

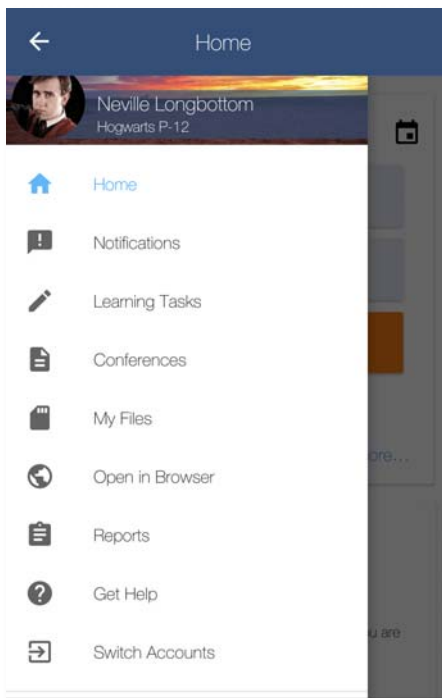
Features accessible to students on the App will vary depending on the Compass modules your school uses.

## Menu

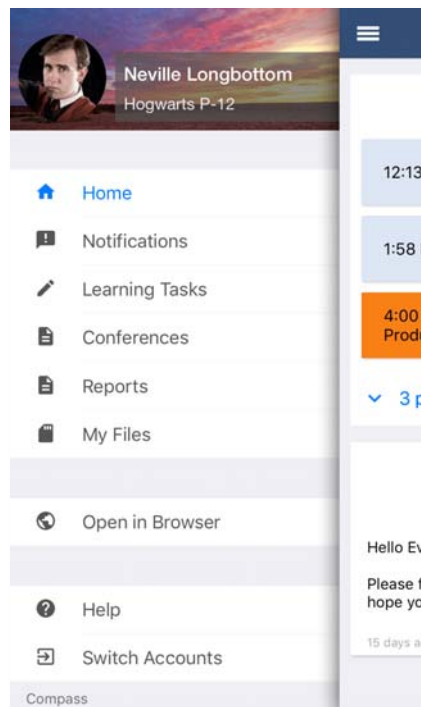
Selecting the Menu icon from the top left hand corner of the screen will reveal links to some of the available areas in the application.

Alternatively to using the menu, students will be able to swipe left and right across the App to navigate between pages.

Android Mobile



iOS Mobile



## Home Page

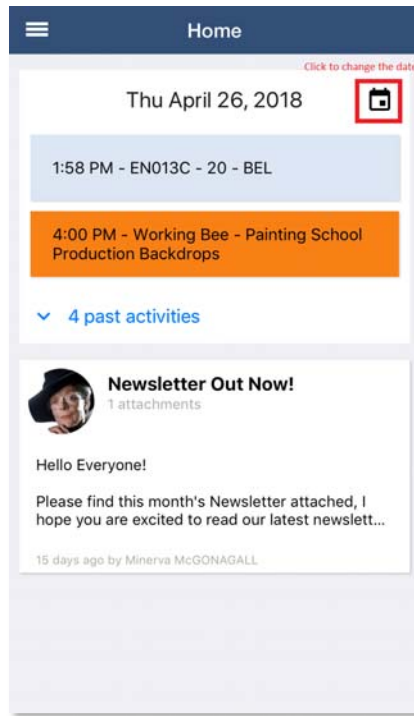
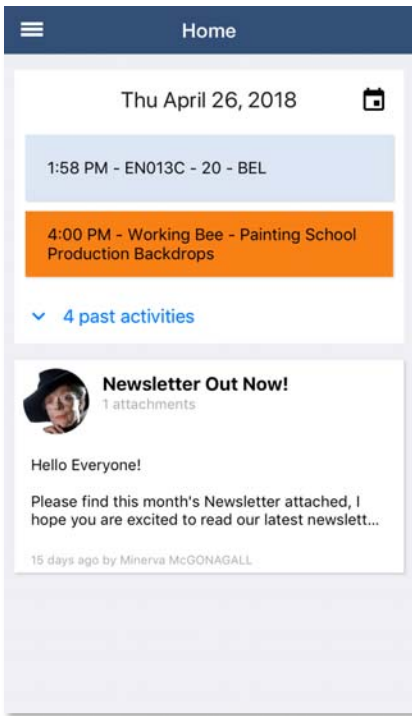
The Home page contains a view of the student's daily Schedule as well as the Newsfeed.

The Schedule initially shows the most current entries for the day, but this can be expanded to show all entries for the day. By clicking the calendar icon on the right you can choose alternative dates to view also.

Below this, the Newsfeed will display.

The most recent Newsfeed posts will display at the top (or posts that have been set as 'Priority' items). Students can scroll down to view all current posts.

If any of the classes the student takes have class newsfeed posts, they will display here. Clicking on a class newsfeed post will take the user to that class.

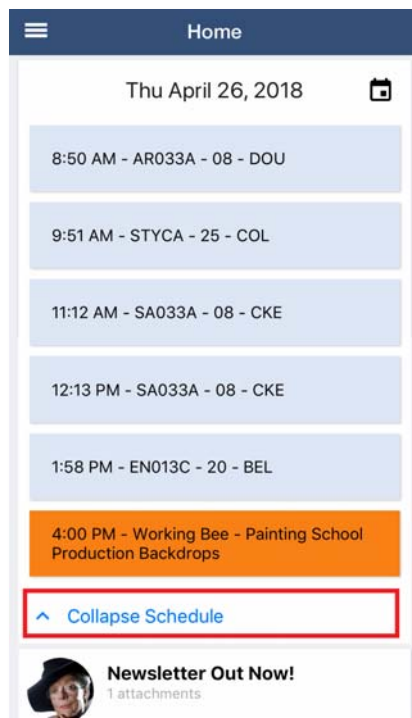
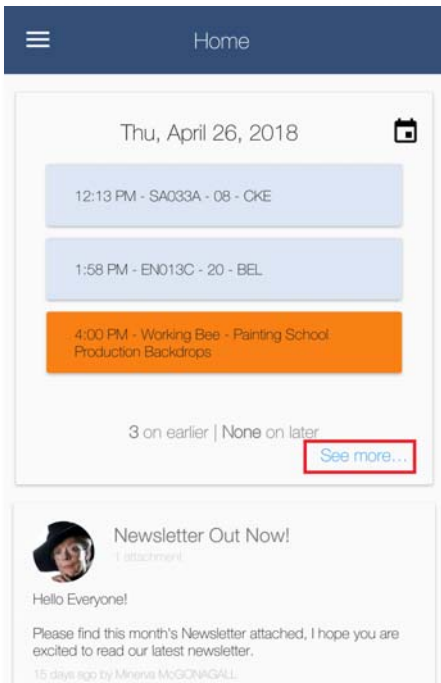


## The Schedule

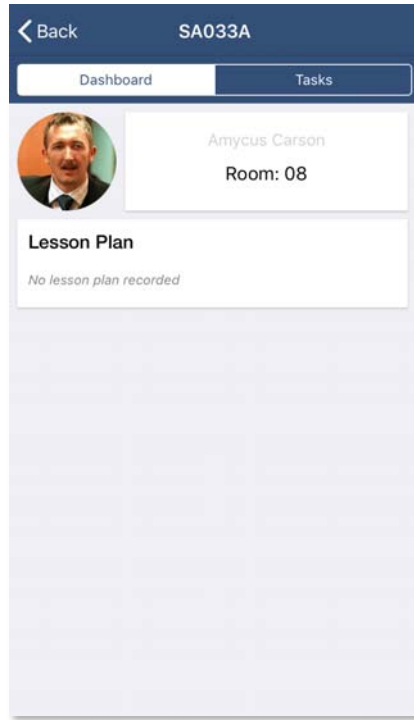
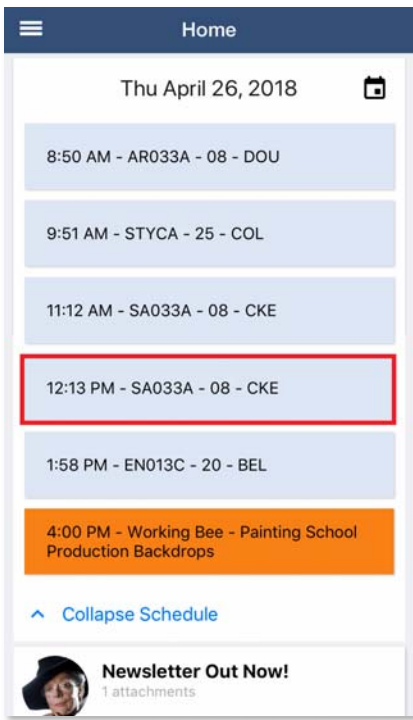
The Schedule will display all entries relative to the user on the selected date. If there are multiple items there will be an option to expand/collapse the schedule

Android Mobile

iOS Device



Clicking on a class entry from the schedule will take the student to that session for the class. In this screen students can view Lesson plans added by the teacher and also the class location for that session. If there are any class newsfeed posts, they will also display.

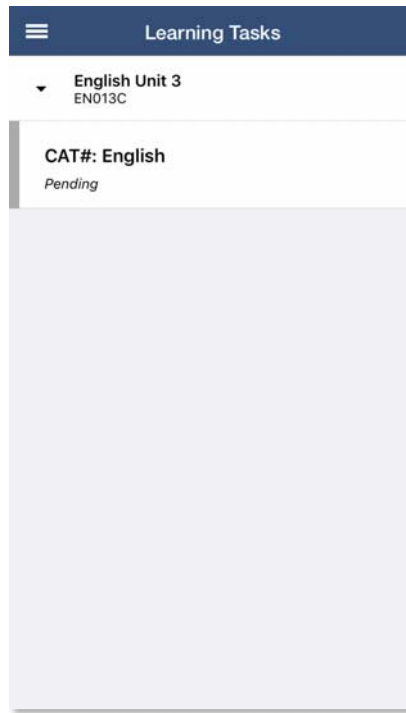
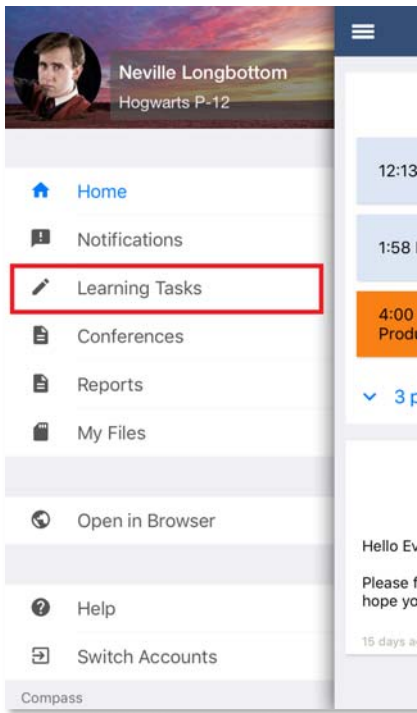


Students can also swipe to the right to view Learning Tasks for that class.

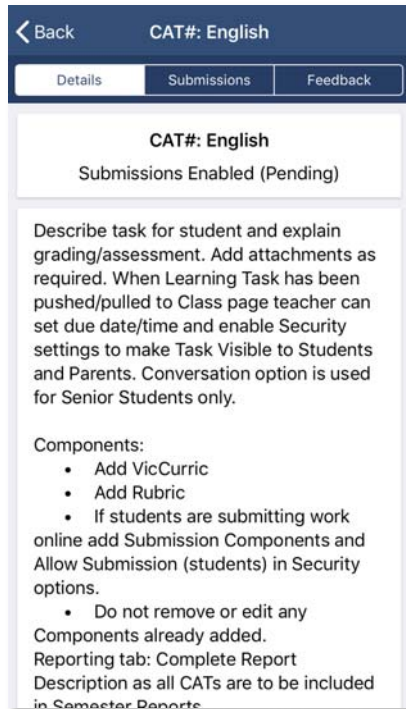
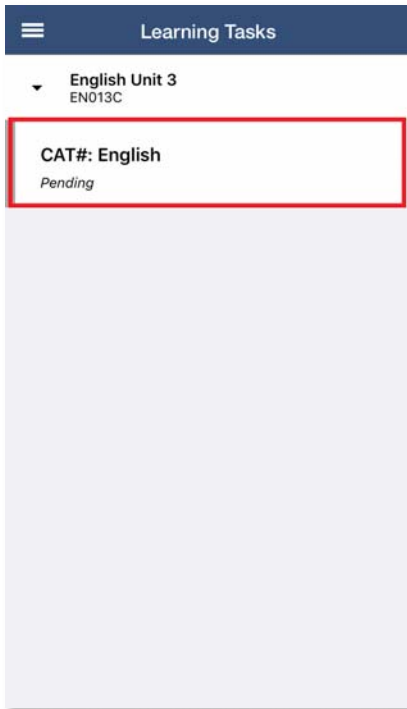


## Learning Tasks

The Learning Tasks page displays all the student's classes. Selecting a class will expand it to show all of the Learning Tasks connected to that class.



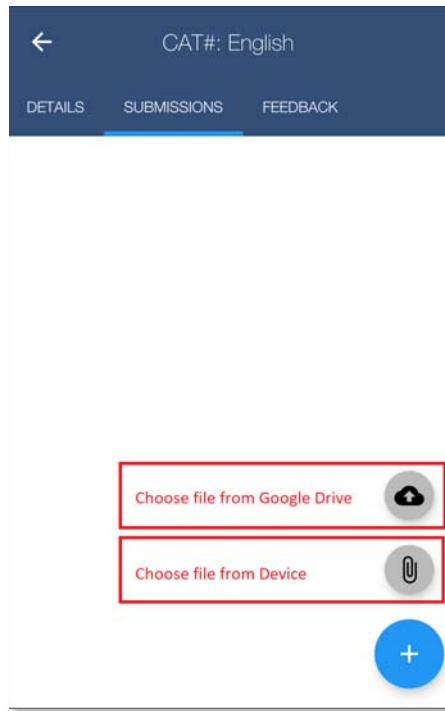
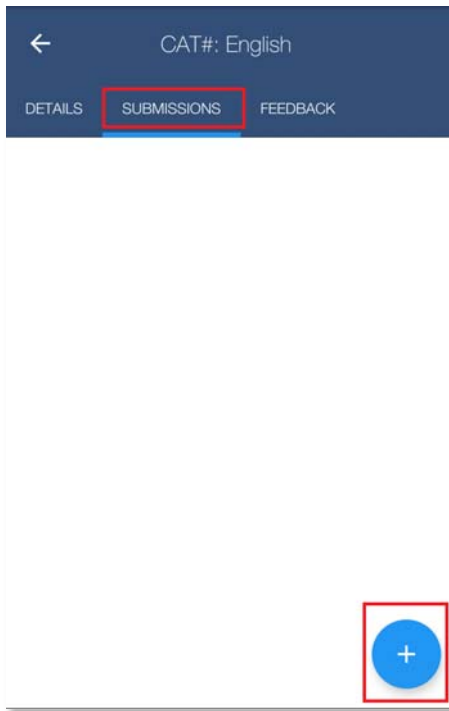
Clicking into a particular task will allow the student to then view the details of the task.



They can swipe right to go to the Submissions tab.

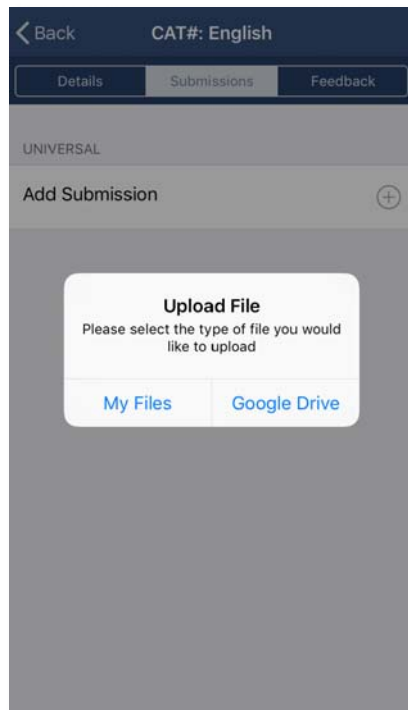
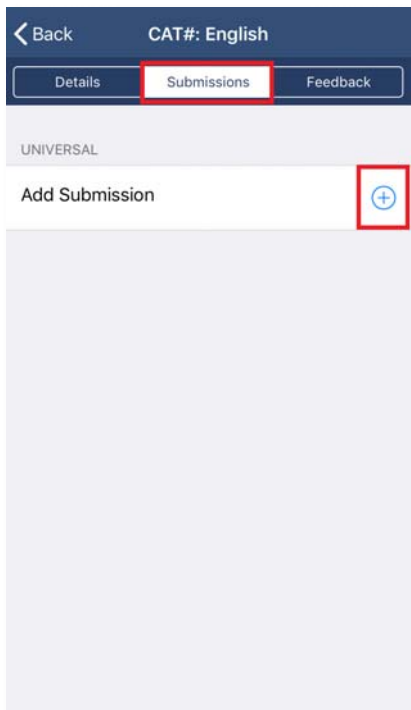
**Submitting work on Android Devices**

Clicking the blue icon in the bottom right will allow the student to upload their work either from the files on their device or from their Google drive.



**Submitting work on iOS Devices**

Students can click 'Add Submission' and then choose a file from 'My Files' (please refer to the section in this article called 'My Files' for more information) or from Google Drive if they have this linked on their device.

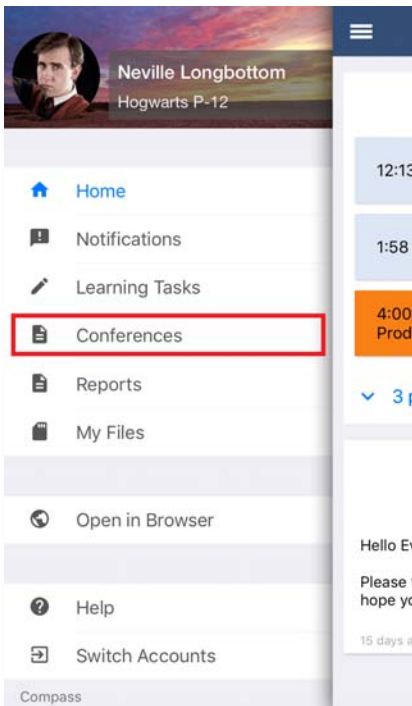


Within the Learning Task, students can also swipe right to go to the Feedback tab and view any results/comments added by the teacher. If you have enabled the Conversation feature for the task they will be able to add a comment to the conversation thread for that task.

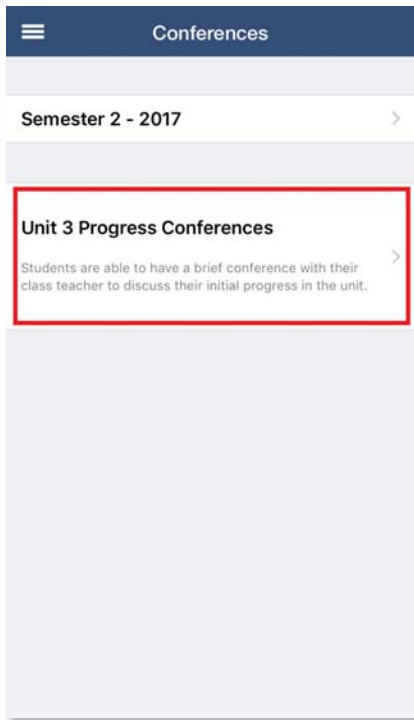


## Conferences

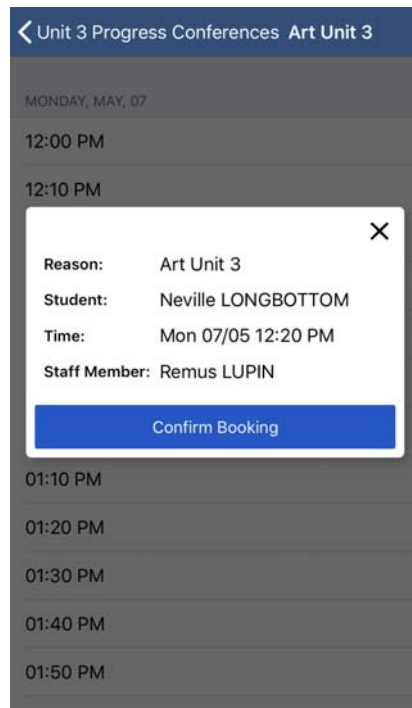
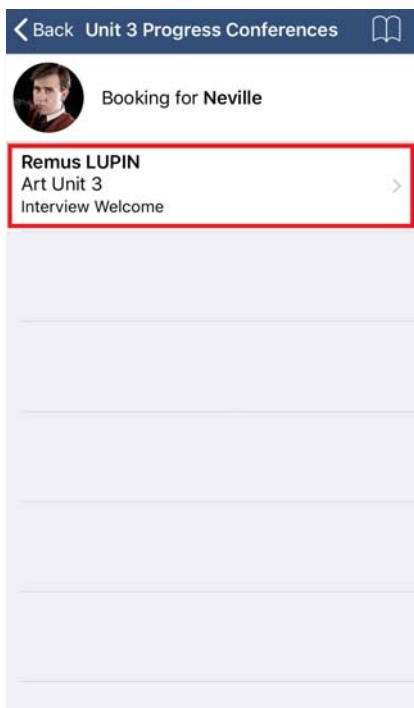
For schools using the Compass Conferences module for Parent Student Teacher Interviews, if a Conference cycle has been set with the Target as 'Students', then the student will be able to click on Conferences from their tools menu and view existing bookings. If the target audience for a cycle is set to 'Parents', students will not be able to access the cycle (please refer to the Knowledge Base article '[Conferences](#)' for further information).



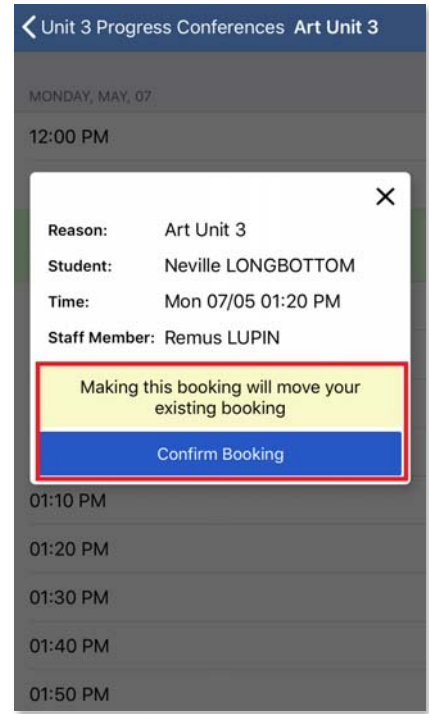
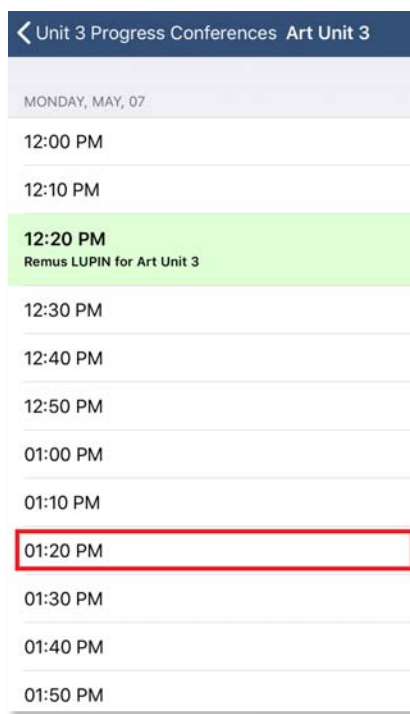
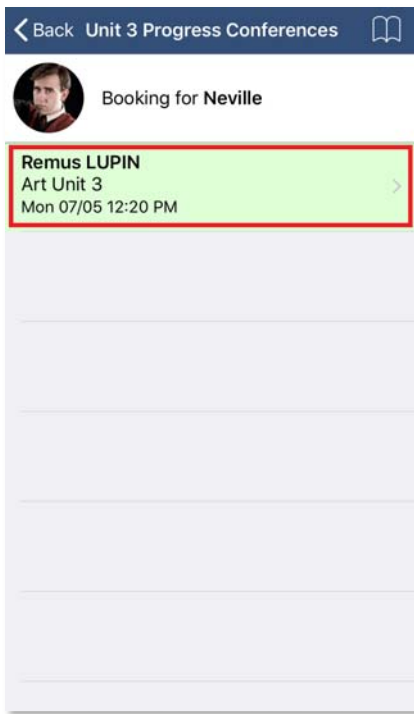
They can then click into one of the cycles to make/edit/view bookings.



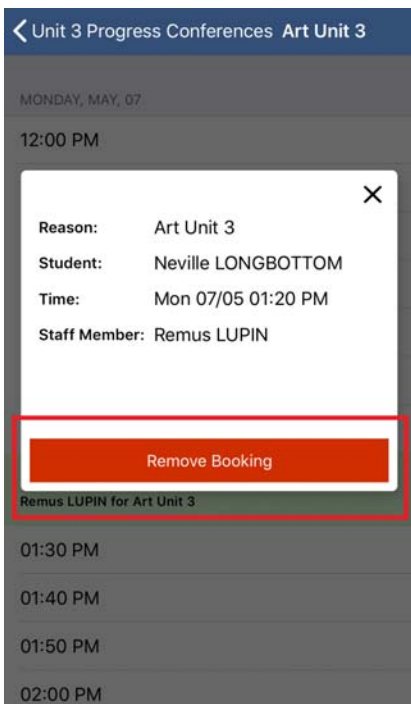
To make a booking, the student needs to click on the staff member they are aiming to book with. This will open a screen of the available time slots. The student needs to click one of the slots and the booking confirmation will show on screen.



To move a booking, click the teacher the booking is with. Click the new time slot you would like to book and the confirmation will then remove the existing booking and update to the newly chosen timeslot.

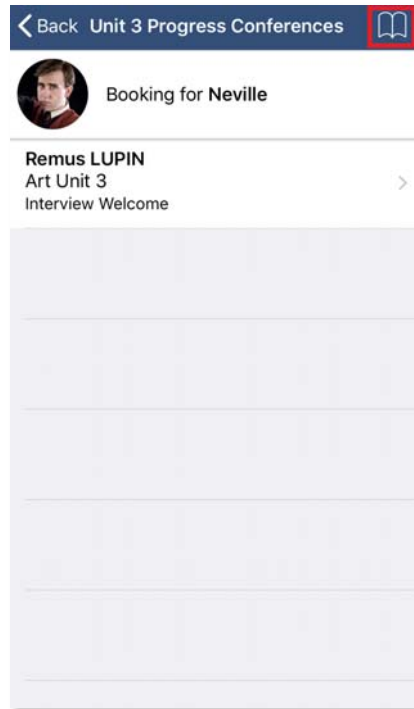
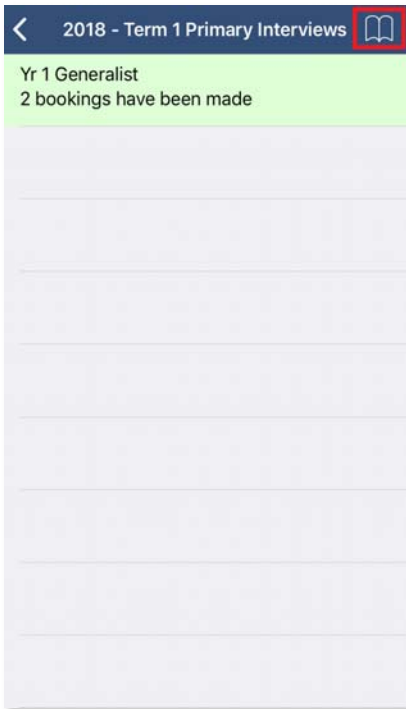


To delete a booking, the student can click on the existing booking and choose the 'Remove Booking' option.



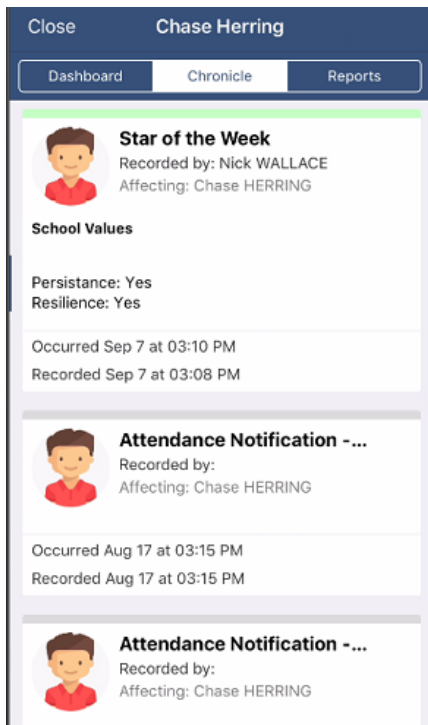
If the student wants to view their bookings for a conference, they can click the applicable cycle and then click the book icon in the top right hand corner.





## Chronicle

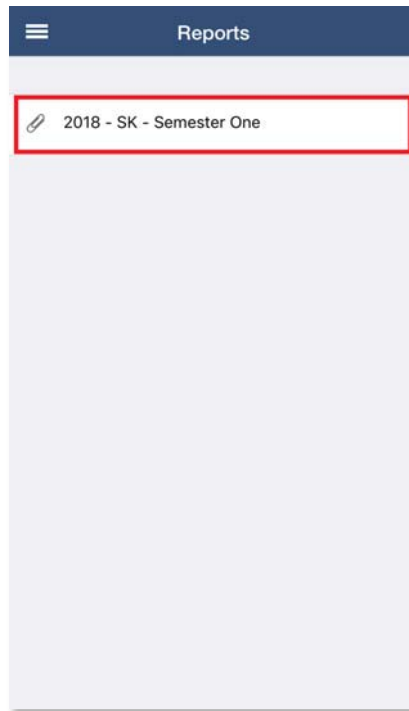
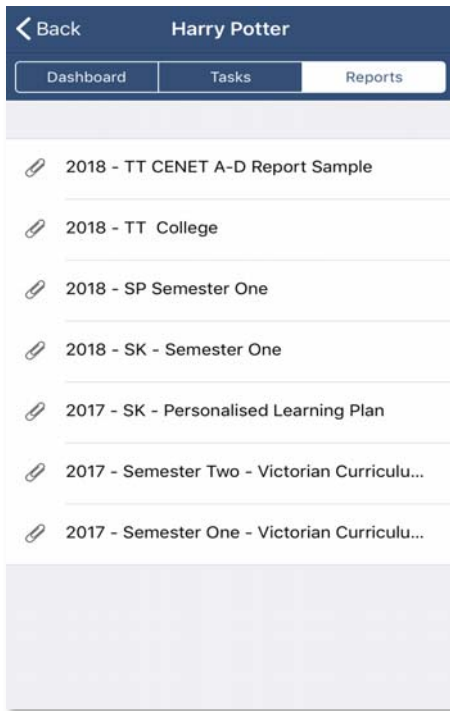
Students are able to view any chronicle entries raised for them that have been set as 'Visible to Parents/Students'. They need to click on the menu icon (three stripes) and then click their name at the top of the menu list to go to their profile page. Here they can swipe across to their Chronicle tab to view entries.



## Reports

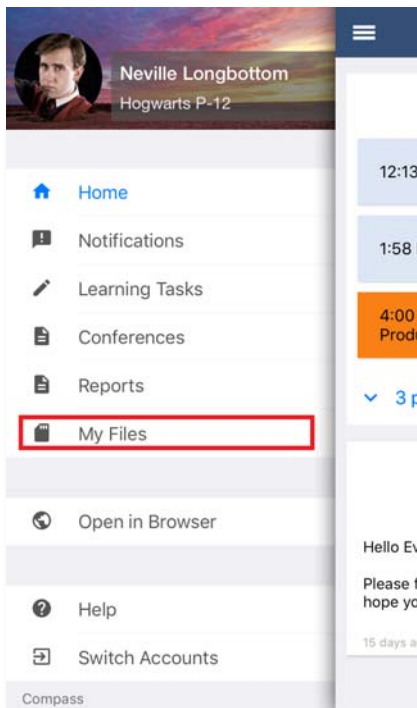
If a student would like to view their reports, they can click 'Reports' from their tools menu tab and then click on the report they would like to view.

Only reports set as accessible to students will be available.



## My Files

My Files is a storage section of Compass which is unique to every user's own profile.



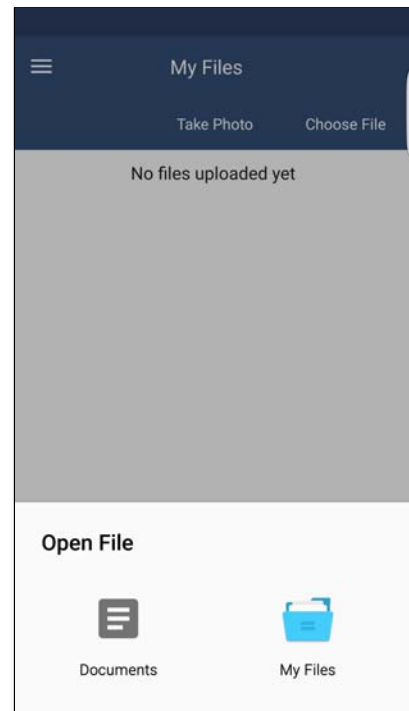
Students with iOS devices will be able to upload photos or take a photo from a camera on their device and upload that image directly as well as upload a file from the iCloud account setup on that device. iOS users can also share files from other applications to Compass, if the application allows it (Pages by Apple, for example, does allow this). If students on iOS devices wish to submit a file to a Learning Task, it must have first been uploaded to their 'My Files' page.

Android users can also take an image from their camera to upload, but instead of also selecting a file from iCloud, they can use the file management system on Android to select any file on their device for upload. Android users can also upload new files from their device directly to a Learning Task, without having to upload to My Files first.

All file types are compatible with Compass and there is a 200mb limit on uploads.

Apple iPad

Android Mobile

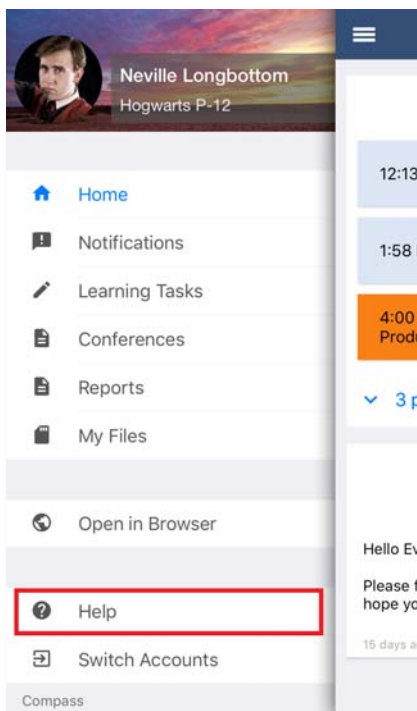



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## Get Help

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Students will also have access to a Get Help link.



Pressing this link will present the walk through that was shown at the first initial login, if the user selected 'Get more help' upon login. This is a small presentation, which briefly covers some of the sections and functions available for use in the application.

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## Switch Accounts

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Students will have a 'Switch Accounts' option in their Tools menu. This can be used if a student is a part time student attending more than one school that uses Compass. They can add their user account for each school in 'Switch Accounts'.

To toggle between their user accounts, they can click into 'Switch Accounts' and then click the user account they want to use.

