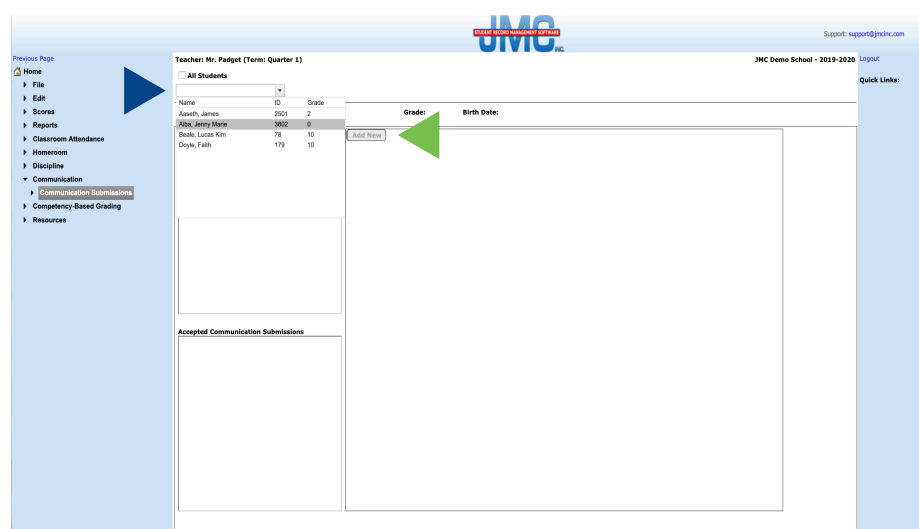


Using the Communications Module

jmc is not just your SIS. We strive to be your partner in education. We look for ways to help you ensure that every child has the best possible chance for success. One way we do that is through the communications portal in the teacher module.

Did your student have a bad weekend that is affecting his or her school day? Let the office and colleagues know through the Communications Module!



Teacher: Mr. Padgett (Term: Quarter 1)

Student ID: 3902 Student Name: Alisa, Jenny Marie Grade: 0 Birth Date: 08/28/13 (6)

Send To Office Cancel

Date: 10/17/2019 Time: 10:27 Reported By: Mr. Padgett

Action:

Detail:

Accepted Communication Submissions

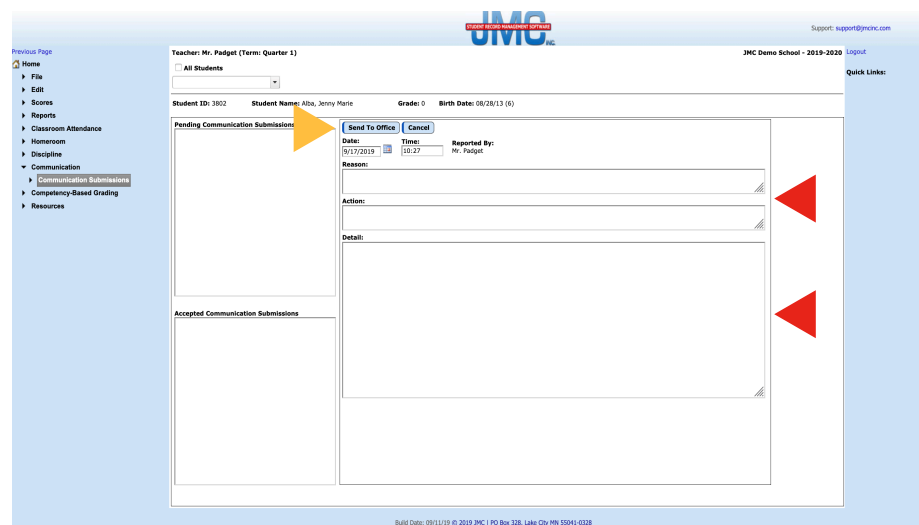
Step 1:

Choose one of your students from the drop-down list.

Step 2:

Click "Add New"

Helpful Tip: If you check "All Students" you can submit a communication about a student whom you do not teach.



Teacher: Mr. Padgett (Term: Quarter 1)

Student ID: 3902 Student Name: Alisa, Jenny Marie Grade: 0 Birth Date: 08/28/13 (6)

Send To Office Cancel

Date: 10/17/2019 Time: 10:27 Reported By: Mr. Padgett

Action:

Detail:

Accepted Communication Submissions

Step 1:

Fill out as much of this information as is needed.

Step 2:

Click "Send to Office" and you're done!

Helpful Tip: Your pending submissions will appear on this screen. Once they are accepted by the office, you will see them in the box below.