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Use Chrome on PC

E. support@marvellousme.com

T. 01273 900202

www.marvellousme.com

Still need help?

Engaging parents

MarvellousMe Admin Tutorial

www.marvellousme.com

How to…

QUICK START

SLT feature

SLT feature

SLT feature

SLT feature

Whole school parent engagement…

'MarvellousMe is the best thing that we have ever done to engage parents in their children's learning.'
(Andrew Sharp, Headteacher)
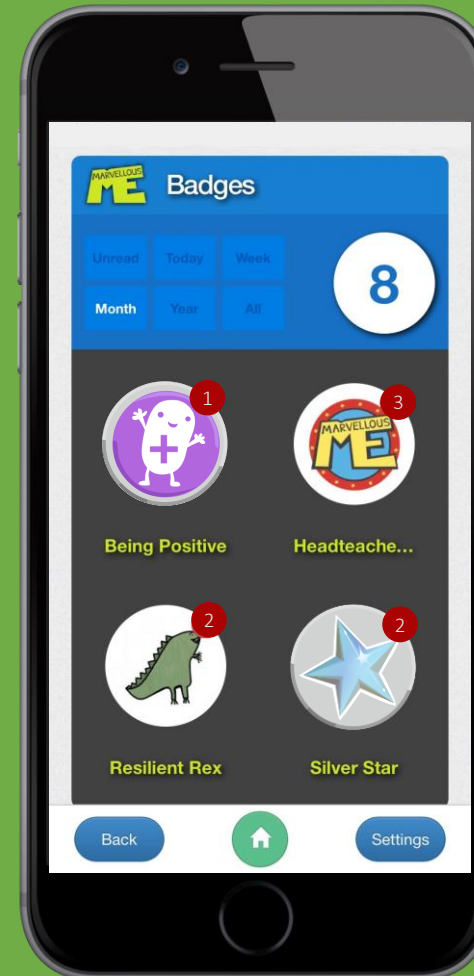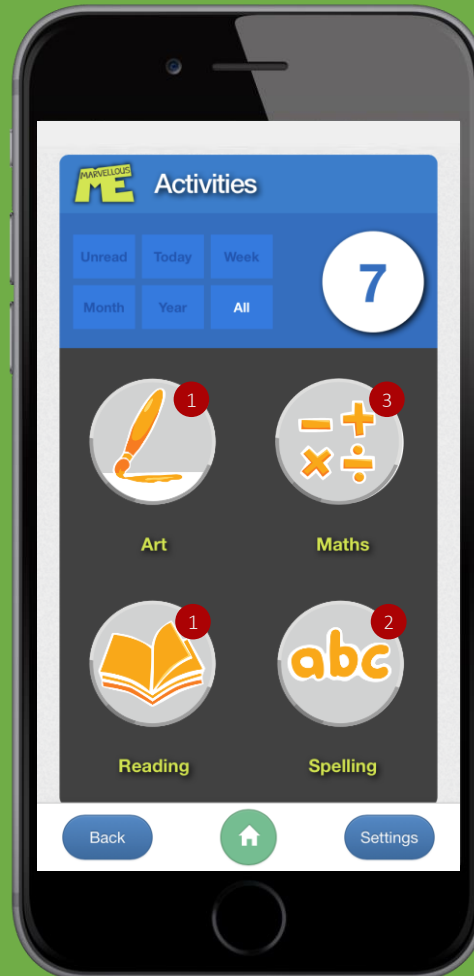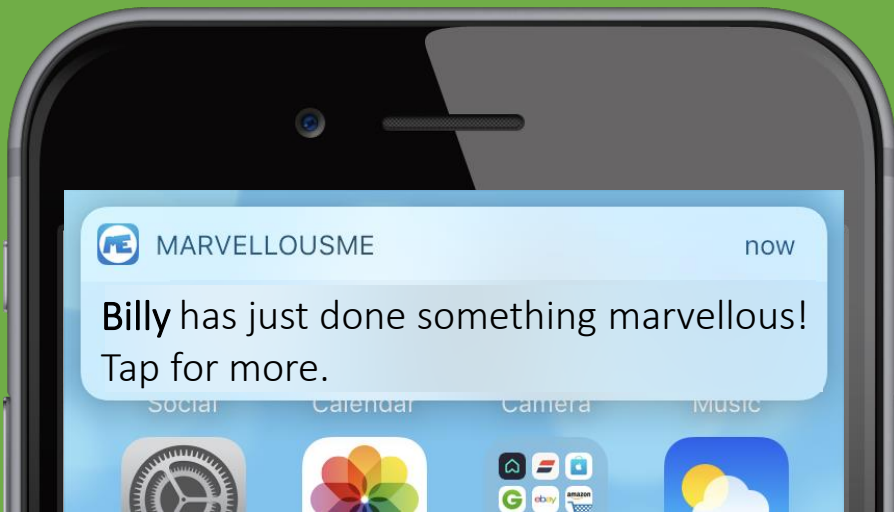
'Pupils said MarvellousMe provides rewards, highlights their strengths, and helps their self-confidence.'
(OFSTED)

MARVELLOUSME   now

Billy has just done something marvellous! Tap for more.

Activities

| Unread | Today | Week |
| Month | Year | All |

7

Art   1
Maths   3
Reading   1
Spelling   2

Back   Settings

Badges

| Unread | Today | Week |
| Month | Year | All |

8

Being Positive   1
Headteache…   3
Resilient Rex   2
Silver Star   2

Back   Settings

Where MarvellousMe fits…

School Messaging
General communications

- Website
- Social media
- Newsletters
- Parent booking systems
- Online payments
- General messages sent from the office

www.

Teacher-Parent Partnership
Personal, positive, learning-led and praise-led news

- **Personalised news about learning and progress**
- **Supercharges rewards and values with parent pride**
- **Teacher-to-parent**
- **Instant feedback**
- **Inspires home learning and reinforcement**
- **Involves wider family**
- **School-wide consistency**
- **Positive**

- Parent and teacher meetings
- Parent workshops
- Curriculum days
- Coffee mornings

'Parent engagement is one of the most effective ways to improve children's happiness, motivation and confidence at school, helping them to become more powerful learners.

The more parents and children have good conversations about school, the better pupils achieve. **MarvellousMe makes these family conversations happen.**'

Bill Lucas, Professor of Learning at the University of Winchester and co-author of 'Educating Ruby'.

Contents

Key points.

MarvellousMe is a **whole school** parent engagement system, designed by a once-disengaged dad.

MarvellousMe delivers **positive news about learning and success,** in an **engaging and personal way**, and as a cherished keepsake. It will help to **improve attendance, home support and outcomes.**

MarvellousMe won't add extra work. Setup is done by the office, **parents can't message back**, and **teachers typically use MarvellousMe in a plenary**, twice a week.

Leaders can **focus parent engagement on key learning areas and its school rewards and values**, and MarvellousMe delivers **progress tracking and impact evidence**, even on special cohorts like Pupil Premium and SEN children.

The office can award MarvellousMe **badges for attendance and punctuality**, send messages and newsletters, and auto-tally House and team scores. It helps to save time, money and the environment.

MarvellousMe is used by over 750 schools, with an **average parent join rate of 9/10**.
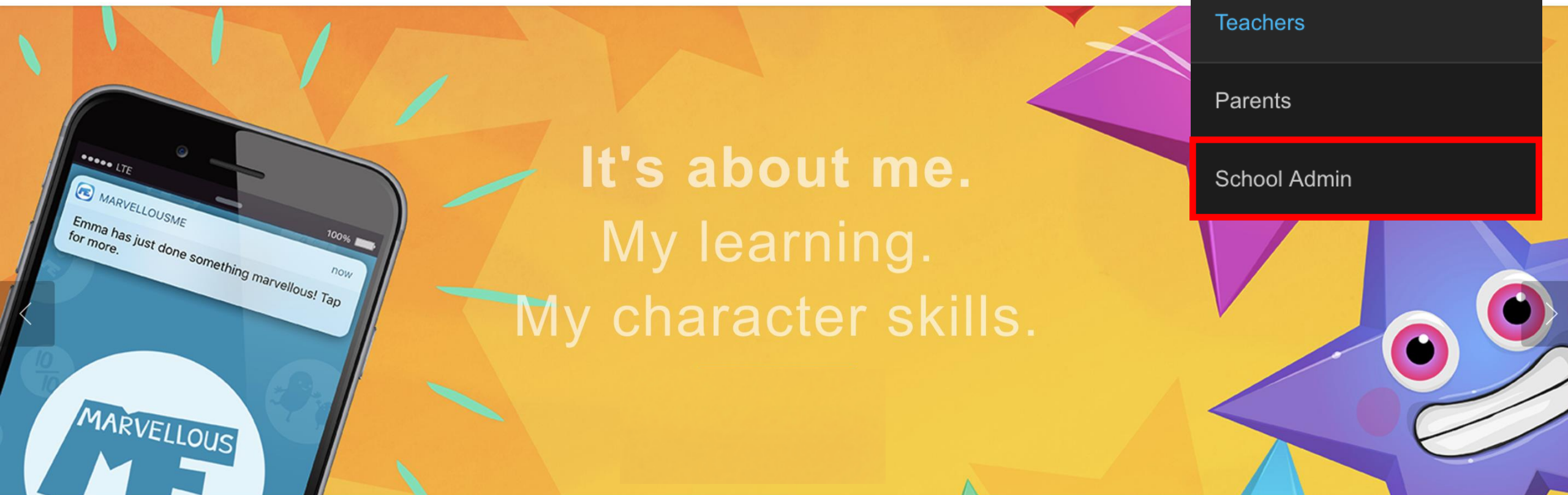
Contents
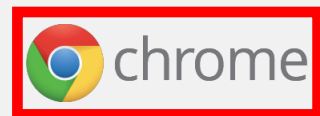
Home   Get Started   Help   School Demo   Log In

Teachers

Parents

School Admin

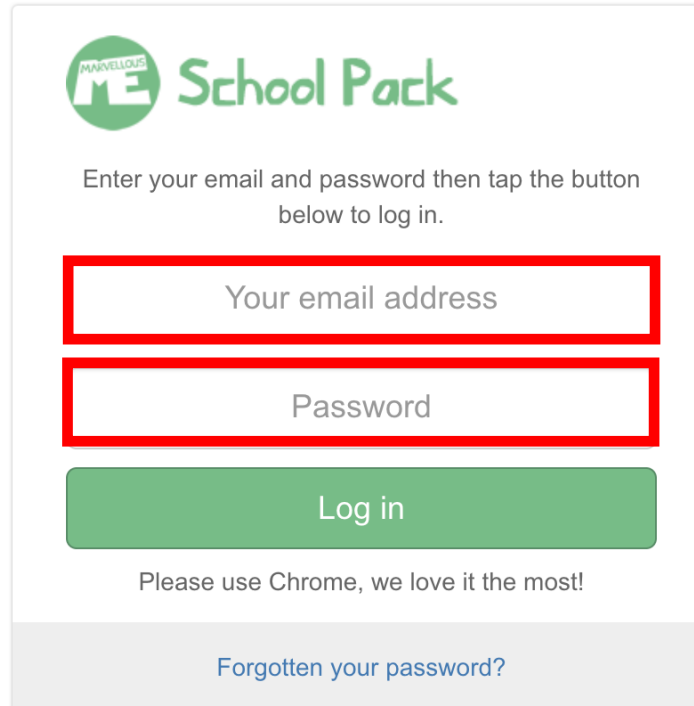# 'MarvellousMe is a game changer for parent engagement.'

Children are happier. Their learning and character skills improve.

chrome

School Pack

Enter your email and password then tap the button below to log in.

Your email address

Password

Log in

Please use Chrome, we love it the most!

Forgotten your password?

❑ Please contact us if you have forgotten your login details, or need us to change your password.

❑ We only enable one admin account per school. Please share your login details only with people you trust.

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E. support@marvellousme.com   T. 01273 900202

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- Quick Links
- School Activities
- School Badges
- Insights and Impact
- Parents
- Bulk Data
- Data Export
- Help and Resources

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Cards

- Send messages and reminders home.
- Award badges.
- View messages sent.

» Messaging and Awarding (Beta)

- Add, edit and delete teachers and pupils.
- Change a teacher's email and password.
- Assign teachers and pupils to groups.

» Teachers and Pupils

- Add, edit and delete classes, groups, filters and teams.
- Easily add teachers and pupils to any group (or multiple groups), and swap them around whenever you want.

» Group Management

- View parent join codes.
- Print parent join code letters and reminders.
- Track followers.

» Parent Codes and Invites

- Add links to your parents' MarvellousMe app, such as to your website, term dates, learning resources, and other activities and experiences.

» Quick Links

- Focus parent engagement where it matters.
- Set up and edit priority learning areas that you want teachers to engage parents in, and track their success.

» School Activities

- Focus parent engagement where it matters.
- Set up and edit priority badges that celebrate your school's core values, and track how everyone is doing.

» School Badges

- Track parent and teacher engagement.
- View your School Badge and School Activity Scorecards.
- Set the recipients for the weekly performance snapshot.

» Insights and Impact

- View parent details.
- Change a parent's email and password.
- Delete or disable parents.

» Parents

- Add, edit and delete bulk data.
- Set up your new school year.

» Bulk Data

- Export your system data.

» Data Export

- User and Reference Guides.
- Launching to parents.
- Tips for school leaders.
- Tips for teachers.
- Tips for parents.

» Help and Resources

❑ The bullet-points tell you what you can do in each section.

❑ Spot the 'Help and Resources' section, and our phone number, if you need help.

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- 👥 Group Management
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- 📊 Insights and Impact
- 👁 Parents
- ⬆ Bulk Data / New Year Update
- ⬇ Data Export
- 👉 Help and Resources

Log out

Bulk Data / New Year Update ❓

Adding and refreshing your whole school data
Use this section to add your school data for the first time, or to update your system for a new school year.

Please select the correct option below to upload your data worksheet. Each process is different.
You must include your whole school data every time you do an upload, as it will overwrite your current setup.

If you are unsure, **please see our admin tutorial and guides in the Admin section of our Schoolbag,** or contact us for help.

Tip!
You can also add new staff and children in the 'Teachers and Pupils' section of the Admin portal, and transition and manage existing groups (e.g. move Class 1 children to Class 2) in the 'Group Management' section.

Add your school to MarvellousMe for the first time.

Update your school data for the new school year.

Need to make bulk data changes to your school data mid term? Tap here, or contact us for help.

Do you want to show additional statistics to parents, such as their Attendance Rate or Conduct Points? Tap here, to upload and display your data, or to refresh previous statistics.

❑ Tap 'Add your school to MarvellousMe for the first time' section.

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Add your school to MarvellousMe for the first time

Use this section to add your school to MarvellousMe for the first time, by uploading a .csv data file containing all the staff, children and groups that you want to be active.

See our detailed instructions and post upload checklist in the Admin section of our Schoolbag, or contact us for help.

COMPLETING AND UPLOADING YOUR SCHOOL DATA FILE

1. Download your data file using the button below.
2. Check you have all the staff, and their email, that you want active in MarvellousMe in columns A and B.
3. Add the first and last name of each child in column C, their UPN in column D, and their Reg Group in column E. You can easily get this information from an MIS report. Use our **name configurator in the Admin section of our Schoolbag** if you need to re-format children's names into our required format.
4. Add just the main teacher email, copied from column B, next to their Reg Group in column F. You assign other staff, such as job-shares and SLT, to these groups after the data upload.
5. Save your data file as a .csv type.
6. Tap the green button to upload your data file, and proceed to the review stages.

STAFF NAME	STAFF EMAIL	CHILD NAME	UPN	REG GROUP	MAIN TEACHER EMAIL

Download Data File   Upload Data File

❑ Read the notes carefully.

❑ Download your Data File.

	A	B	C	D	E	F
1	STAFF NAME	STAFF EMAIL	CHILD NAME	UPN	REG GROUP	MAIN TEACHER EMAIL

- ❑ Do not change the column headers. The upload won't work if you do!
- ❑ List the staff you want to use MarvellousMe. Add their names as used by the children, e.g. Mr Jones, Mrs Smith.
- ❑ Add the children's names in column E. Do not split their name in to two columns.
- ❑ Ensure all the children have their correct UPN/SEEMiS ref number.
- ❑ Remember to remove any children who should not have a MarvellousMe account?
- ❑ Sort the children, their UPNs and Reg. Groups by Reg. Group.
- ❑ Add the correct email for just the main teacher next to each child in their Reg. Group.
- ❑ Ensure the sheet is neat, with no empty rows and cells within the data columns.
- ❑ Check everything carefully and save the completed file as .csv.

	A	B	C	D	E	F
1	STAFF NAME	STAFF EMAIL	CHILD NAME	UPN	REG GROUP	MAIN TEACHER EMAIL
2	Headteacher	headteacher@fakeemail.sch				
3	Deputy Headteacher	deputyheadteacher@fakeemail.sch				
4	Mr Jones	jones@fakeemail.sch				
5	Mrs Smith	smith@fakeemail.sch				
6	Miss Rickett	rickett@fakeemail.sch				
7	Miss Adams	adams@fakeemail.sch				
8	Mr Bell	bell@fakeemail.sch				
9	Miss Scott	scott@fakeemail.sch				
10	Miss Foster	foster@fakeemail.sch				
11	Mrs Collins	collins@fakeemail.sch				
12	Mrs Walker	walker@fakeemail.sch				
13						
14						
15						
16						
17						

Add the names and emails of the staff you want to use MarvellousMe. Use the names as the children know them by, e.g. Mr Jones.

	A	B	C	D	E	F
1	STAFF NAME	STAFF EMAIL	CHILD NAME	UPN	REG GROUP	MAIN TEACHER EMAIL
2	Headteacher	headteacher@fakeemail.sch	Aaron Jones	FAKEUPN001	Butterflies	
3	Deputy Headteacher	deputyheadteacher@fakeemail.sch	Abigail Murphy	FAKEUPN002	Butterflies	
4	Mr Jones	jones@fakeemail.sch	Addison Smith	FAKEUPN003	Butterflies	
5	Mrs Smith	smith@fakeemail.sch	Aiden Coleman	FAKEUPN004	Butterflies	
6	Miss Rickett	rickett@fakeemail.sch	Alexander Butler	FAKEUPN005	Butterflies	
7	Miss Adams	adams@fakeemail.sch	Amelia Morgan	FAKEUPN006	Butterflies	
8	Mr Bell	bell@fakeemail.sch	Andrew Howard	FAKEUPN007	Butterflies	
9	Miss Scott	scott@fakeemail.sch	Anthony Green	FAKEUPN008	Butterflies	
10	Miss Foster	foster@fakeemail.sch	Aria Ramirez	FAKEUPN009	Butterflies	
11	Mrs Collins	collins@fakeemail.sch	Aubrey Sanders	FAKEUPN010	Butterflies	
12	Mrs Walker	walker@fakeemail.sch	Audrey Williams	FAKEUPN011	Butterflies	
13			Ava Martin	FAKEUPN012	Butterflies	
14			Avery Perez	FAKEUPN013	Butterflies	
15			Bella Young	FAKEUPN014	Butterflies	
16			Benjamin Baker	FAKEUPN015	Butterflies	
17			Brooklyn Torres	FAKEUPN016	Class 1	
18			Caleb Lewis	FAKEUPN017	Class 1	
19			Camila Rivera	FAKEUPN018	Class 1	
20			Carter Edwards	FAKEUPN019	Class 1	
21			Charles Lee	FAKEUPN020	Class 1	
22						
23						
24						
25						
26						
27						
28						
29			Eleanor Stewart	FAKEUPN028	Class 1	
30			Elijah Bell	FAKEUPN029	Class 1	
31			Elizabeth Patterson	FAKEUPN030	Class 1	
32			Ella Peterson	FAKEUPN031	Class 2	
33			Ellie Watson	FAKEUPN032	Class 2	
34			Emily Parker	FAKEUPN033	Class 2	
35			Emma Long	FAKEUPN034	Class 2	
36			Ethan Campbell	FAKEUPN035	Class 2	
37			Evelyn Morris	FAKEUPN036	Class 2	

If your MIS gives the names in a different format, please use our name configuration tool, found at www.marvellousme.com/schoolbag, to reformat them correctly for MarvellousMe. There's also a video guide showing how to do this.

Add the children's data, **sorted by REG Group**. This is readily available in your school's MIS (e.g. SIMS) reporting facility.

Contents

	A	B	C	D	E	F
1	STAFF NAME	STAFF EMAIL	CHILD NAME	UPN	REG GROUP	MAIN TEACHER EMAIL
2	Headteacher	headteacher@fakeemail.sch	Aaron Jones	FAKEUPN001	Butterflies	jones@fakeemail.sch
3	Deputy Headteacher	deputyheadteacher@fakeemail.sch	Abigail Murphy	FAKEUPN002	Butterflies	jones@fakeemail.sch
4	Mr Jones	jones@fakeemail.sch	Addison Smith	FAKEUPN003	Butterflies	jones@fakeemail.sch
5	Mrs Smith	smith@fakeemail.sch	Aiden Coleman	FAKEUPN004	Butterflies	jones@fakeemail.sch
6	Miss Rickett	rickett@fakeemail.sch	Alexander Butler	FAKEUPN005	Butterflies	jones@fakeemail.sch
7	Miss Adams	adams@fakeemail.sch	Amelia Morgan	FAKEUPN006	Butterflies	jones@fakeemail.sch
8	Mr Bell	bell@fakeemail.sch	Andrew Howard	FAKEUPN007	Butterflies	jones@fakeemail.sch
9	Miss Scott	scott@fakeemail.sch	Anthony Green	FAKEUPN008	Butterflies	jones@fakeemail.sch
10	Miss Foster	foster@fakeemail.sch	Aria Ramirez	FAKEUPN009	Butterflies	jones@fakeemail.sch
11	Mrs Collins	collins@fakeemail.sch	Aubrey Sanders	FAKEUPN010	Butterflies	jones@fakeemail.sch
12	Mrs Walker	walker@fakeemail.sch	Audrey Williams	FAKEUPN011	Butterflies	jones@fakeemail.sch
13			Ava Martin	FAKEUPN012	Butterflies	jones@fakeemail.sch
14			Avery Perez	FAKEUPN013	Butterflies	jones@fakeemail.sch
15			Bella Young	FAKEUPN014	Butterflies	jones@fakeemail.sch
16			Benjamin Baker	FAKEUPN015	Butterflies	jones@fakeemail.sch
17			Brooklyn Torres	FAKEUPN016	Class 1	smith@fakeemail.sch
18			Caleb Lewis	FAKEUPN017	Class 1	smith@fakeemail.sch
19			Camila Rivera	FAKEUPN018	Class 1	smith@fakeemail.sch
20			Carter Edwards	FAKEUPN019	Class 1	smith@fakeemail.sch
21			Charles Lee	FAKEUPN020	Class 1	smith@fakeemail.sch
22			Charlotte Moore	FAKEUPN021	Class 1	smith@fakeemail.sch
23			Chloe Richardson	FAKEUPN022	Class 1	smith@fakeemail.sch
24			Christopher Hernandez	FAKEUPN023	Class 1	smith@fakeemail.sch
25			Claire Wright	FAKEUPN024	Class 1	smith@fakeemail.sch
26			Daniel Carter	FAKEUPN025	Class 1	smith@fakeemail.sch
27			David Diaz	FAKEUPN026	Class 1	smith@fakeemail.sch
28			Dylan Gonzales	FAKEUPN027	Class 1	smith@fakeemail.sch
29			Eleanor Stewart	FAKEUPN028	Class 1	smith@fakeemail.sch
30			Elijah Bell	FAKEUPN029	Class 1	smith@fakeemail.sch
31			Elizabeth Patterson	FAKEUPN030	Class 1	smith@fakeemail.sch
32			Ella Peterson	FAKEUPN031	Class 2	rickett@fakeemail.sch
33			Ellie Watson	FAKEUPN032	Class 2	rickett@fakeemail.sch
34			Emily Parker	FAKEUPN033	Class 2	rickett@fakeemail.sch
35			Emma Long	FAKEUPN034	Class 2	rickett@fakeemail.sch
36			Ethan Campbell	FAKEUPN035	Class 2	rickett@fakeemail.sch
37			Evelyn Morris	FAKEUPN036	Class 2	rickett@fakeemail.sch
38			Gabriel Gray	FAKEUPN037	Class 2	rickett@fakeemail.sch

You can assign teachers who class share, as well as other teachers, the SLT, specialists and the office staff to the same groups after the data upload, in the 'Teachers and Pupils' section.

Please check your Data File carefully.

It should look exactly like the example, with no empty rows or cells.

Checklist

- ❑ Have you listed all the staff you want to use MarvellousMe, with the right name format, e.g. Mr, Mrs, Miss…?
- ❑ Have you added the children's names in column E, i.e. not split them in to two columns?
- ❑ Have all the children got a UPN/SEEMiS ref. number?
- ❑ Have you removed any children who should not have a MarvellousMe account?
- ❑ Are the children and Reg. Groups sorted by Reg. Group?
- ❑ Have you added the correct email for just the main teacher next to each child in their Reg. Group?
- ❑ Have you kept the column headers unchanged?
- ❑ Does the sheet look tidy, without empty rows and cells within the data columns?
- ❑ Have you saved the completed file as .csv?

Copy the email of the main Reg. group teacher, in column B, and paste it into column F next to the names of the children in that class.

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Add your school to MarvellousMe for the first time

Use this section to add your school to MarvellousMe for the first time, by uploading a .csv data file containing all the staff, children and groups that you want to be active.

See our detailed instructions and post upload checklist in the Admin section of our Schoolbag, or contact us for help.

COMPLETING AND UPLOADING YOUR SCHOOL DATA FILE

1. Download your data file using the button below.
2. Check you have all the staff, and their email, that you want active in MarvellousMe in columns A and B.
3. Add the first and last name of each child in column C, their UPN in column D, and their Reg Group in column E. You can easily get this information from an MIS report. Use our **name configurator in the Admin section of our Schoolbag** if you need to re-format children's names into our required format.
4. Add just the main teacher email, copied from column B, next to their Reg Group in column F. You assign other staff, such as job-shares and SLT, to these groups after the data upload.
5. Save your data file as a .csv type.
6. Tap the green button to upload your data file, and proceed to the review stages.

STAFF NAME	STAFF EMAIL	CHILD NAME	UPN	REG GROUP	MAIN TEACHER EMAIL

Download Data File   Upload Data File

❑ Upload your Data File.

MARVELLOUS ME

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Upload In Progress

115 rows processed

Please tap 'Continue' to review the uploaded files and complete the data upload.

Continue

❑ Tap 'Continue'.

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Your data is processing

You can move away from this page, or log out, as the processing is done in the background.

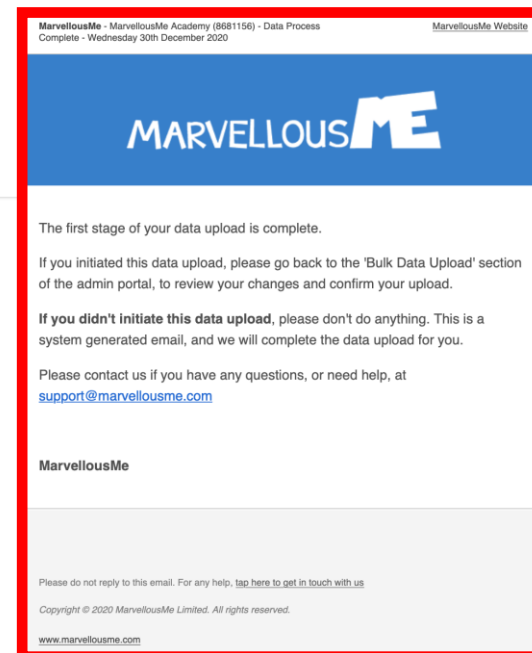You must return to review the data and complete the upload.

This initial processing normally takes about 10 minutes, but at peak times it can be longer, so please be patient and check back regularly. You will also receive an email notifying you when the review stage is ready to check.

WARNING!

Do not upload a data file again until this processing has finished. At the review stage you can tap 'Start Again' if you need to.

Please contact us for help.

⟳ Processing data…

MarvellousMe - MarvellousMe Academy (8681156) - Data Process
Complete - Wednesday 30th December 2020   MarvellousMe Website

MARVELLOUS**ME**

The first stage of your data upload is complete.

If you initiated this data upload, please go back to the 'Bulk Data Upload' section of the admin portal, to review your changes and confirm your upload.

If you didn't initiate this data upload, please don't do anything. This is a system generated email, and we will complete the data upload for you.

Please contact us if you have any questions, or need help, at
support@marvellousme.com

MarvellousMe

Please do not reply to this email. For any help, tap here to get in touch with us

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www.marvellousme.com

❏ You should receive an email when Stage 1 is complete. You can then review and validate your upload.

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Log out

School Data

You are here: / 1. Review Teachers and Pupils   Start Again

1. Teachers and Pupils

Please review your teachers' and pupils' details. You should see all the people you want active in MarvellousMe for your whole school.

Spot check the names and unique IDs are accurate and in the correct columns. You can tap the column headers to sort the data.

If there is a new unique ID (i.e. staff email or child UPN) for anyone new, or previously setup in MarvellousMe, it will show as 'Adding', others will be 'Updating'.

If you are unsure about anything, tap 'Start Again' and check your data file, or contact us for help.

If everything looks correct, tap 'Review Groups'.

Show [10] entries   Search: [   ]

Name	Role	Unique ID	Action
Aaron Jones	Pupil	FAKEUPN001	Adding
Abigail Murphy	Pupil	FAKEUPN002	Adding
Addison Smith	Pupil	FAKEUPN003	Adding
Aiden Coleman	Pupil	FAKEUPN004	Adding
Alexander Butler	Pupil	FAKEUPN005	Adding
Amelia Morgan	Pupil	FAKEUPN006	Adding
Andrew Howard	Pupil	FAKEUPN007	Adding
Anthony Green	Pupil	FAKEUPN008	Adding
Aria Ramirez	Pupil	FAKEUPN009	Adding
Aubrey Sanders	Pupil	FAKEUPN010	Adding
Name	Role	Unique ID	Action

Showing 1 to 10 of 114 entries   Previous 1 2 3 4 5 … 12 Next

1. Teachers and Pupils   Next: 2. Review Groups

❑ Read the notes and check the data table carefully.

❑ Tap 'Start Again' if you see any errors or are unsure. Then check your Data File against our example on Slide 11. Make any changes and re-upload it.

❑ If the data looks accurate, tap '2. Review Groups' to progress.

❑ Contact us if you need help.

School Data

You are here: / 1. Review Teachers and Pupils / 2. Review Groups

Start Again

2. Groups

Please review your groups. You should see all the groups you want active in MarvellousMe for your whole school.

Check the correct staff email address is shown for each group.

If you need to assign other staff to the same group, you can do this after the data upload.

If you are unsure about anything, tap 'Start Again' and check your data file, or contact us for help.

If everything looks correct, tap 'Review Group Members'.

Show 10 entries   Search:

Group	Main Teacher ID	Action
Butterflies	jones@fakeemail.sch	Adding
Class 1	smith@fakeemail.sch	Adding
Class 2	rickett@fakeemail.com	Adding
Class 3	adams@fakeemail.sch	Adding
Class 4	bell@fakeemail.sch	Adding
Class 5/6	scott@fakeemail.sch	Adding
Group	**Main Teacher ID**	**Action**

Showing 1 to 6 of 6 entries   Previous   1   Next

2. Groups   Back | Next: 3. Review Group Members

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Right side notes:

❑ Read the notes and check the data table carefully.

❑ Tap 'Start Again' if you see any errors or are unsure. Then check your Data File against our example on Slide 11. Make any changes and re-upload it.

❑ If the data looks accurate, tap '3. Review Group Members' to progress.

❑ Contact us if you need help.

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Log out

School Data

You are here: / 1. Review Teachers and Pupils / 2. Review Groups / 3. Review Members

Start Again

3. Group Members (Children)

Please review the children in each group.

Spot check groups to make sure the correct pupils are showing.

If you are unsure about anything, tap 'Start Again' and check your data file, or contact us for help.

If everything looks correct, tap 'Review Errors'.

Show 10 entries   Search:

Group	Child Name	Action
Butterflies	Aaron Jones	Adding
Butterflies	Abigail Murphy	Adding
Butterflies	Addison Smith	Adding
Butterflies	Aiden Coleman	Adding
Butterflies	Alexander Butler	Adding
Butterflies	Amelia Morgan	Adding
Butterflies	Andrew Howard	Adding
Butterflies	Anthony Green	Adding
Butterflies	Aria Ramirez	Adding
Butterflies	Aubrey Sanders	Adding
Group	**Child Name**	**Action**

Showing 1 to 10 of 102 entries   Previous 1 2 3 4 5 … 10 Next

3. Group Members (Children)   Back | Next: 4. Review Errors

- ❑ Read the notes and check the data table carefully.

- ❑ Tap 'Start Again' if you see any errors or are unsure. Then check your Data File against our example on Slide 11. Make any changes and re-upload it.

- ❑ If the data looks accurate, tap '4. Review Errors' to progress.

- ❑ Contact us if you need help.

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School Data

You are here: / 1. Review Teachers and Pupils / 2. Review Group / 3. Review Members / 4. Review Errors

Start Again

4. Errors

Please check for any errors.

If you are unsure about anything, tap 'Start Again' and check your data file, or contact us for help.

If everything looks correct, tap 'Final Validation'.

Show [10 ▼] entries   Search: [   ]

▲ Teacher Name	Email	Pupil Name	UPN	Group Name	Comment / Error
		Well done! No errors spotted.			
Teacher Name	Email	Pupil Name	UPN	Group Name	Comment / Error

Showing 0 to 0 of 0 entries   Previous   Next

4. Errors   Back | Next: 5. Final Validation

- ❑ Read the notes and check the errors screen carefully.

- ❑ Tap 'Start Again' if you see any errors or are unsure. Then check your Data File against our example on Slide 11. Make any changes and re-upload it.

- ❑ If the data looks accurate, tap '5. Final Validation' to progress.

- ❑ Contact us if you need help.

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School Data

You are here: / 1. Review Teachers and Pupils / 2. Review Groups / 3. Review Members / 4. Review Errors / 5. Final Validation

Start Again

School Data Validatation Report

Here is a final summary of how many staff, children and groups will be active in MarvellousMe after this upload.

Please check and go back through the review stages if necessary.

If you are unsure about anything, tap 'Start Again' and check your data file, or contact us for help.

If everything looks correct, tap 'Finish Upload'. This can't be undone, so only do it when you want your new data to become active.

Current Data

0	0	0	0
Teachers	Pupils	Groups	Child Members

With This Upload

12	102	6	102
Teachers	Pupils	Groups	Child Members

5. Proceed & Overwrite Current Data | Back | Finish Upload

- ❑ Read the notes and check the summary screen carefully.

- ❑ Tap 'Start Again' if you see any errors or are unsure. Then check your Data File against our example on Slide 11. Make any changes and re-upload it.

- ❑ If the data looks accurate, tap 'Finish Upload' to complete.

- ❑ Contact us if you need help.

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Nearly there!

Nearly there! The final stage of your data upload is being processed.

Do not make any further changes to staff, children or groups in the Admin system until this processing has finished. If you do, they will be overwritten by this upload.

Do not upload a data file again until this processing has finished.

You can move away from this page, or log out, as the processing is done in the background.

This final processing normally takes about 30 minutes, but at peak times it can be over an hour, so please be patient and check back regularly.

You will also receive an email notifying you when the upload is complete. This will include the username and password for any new staff added to MarvellousMe, to pass on to them. Please also check your junk email.

After the upload, you will be able to assign staff to other groups, and print the parent join code letters for parents still to join up to MarvellousMe.

See our detailed instructions and post upload checklist in the Admin section of our Schoolbag.

Click here to return to the dashboard

- ❑ Read the notes carefully.

- ❑ You MUST now wait for the final confirmation email.

- ❑ The final processing my take 30 mins, or longer at peak times.

- ❑ The confirmation email will contain the login passwords to give to the staff you have set up.

- ❑ **Do not make any changes in your admin system until the final processing is complete.**

- ❑ Contact us if you need help.

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You will receive an email when the 2nd / final stage of your data set up is complete. Please check junk / clutter.

❑ MarvellousMe will generate first-time passwords for any new teachers added to the system. You will receive these by email, to distribute accordingly.

❑ Any children included in your data sheet will be added to your MarvellousMe and a parent join code letter created. Children who have left your school will be removed.

❑ The upload will not have added children without a UPN, so you'll need to add them when it's available. You do this in the 'Teachers and Pupils' section of the admin portal, or by pasting a .csv file to add multiple children to a group, in 'Group Management'.

❑ As the parent join codes are based around the children's unique pupil numbers (UPNs), parents who are already enjoying MarvellousMe will not need to sign up again. They will simply see updates from their child's new teacher.

❑ Teachers will be able to log in with their existing usernames (emails) and passwords. The main registration group teachers will see their groups set up for them by default.

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Quick checks to ensure your school is set up perfectly.

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» Messaging and Awarding (Beta)
- Send messages and reminders home.
- Award badges.
- View messages sent.

» Teachers and Pupils
- Add, edit and delete teachers and pupils.
- Change a teacher's email and password.
- Assign teachers and pupils to groups.

» Parent Codes and Invites
- View parent join codes.
- Print parent join code letters and reminders.
- Track followers.

» Quick Links
- Add links to your parents' MarvellousMe app, such as to your website, term dates, learning resources, and other activities and experiences.

» School Badges
- Focus parent engagement where it matters.
- Set up and edit priority badges that celebrate your school's core values, and track how everyone is doing.

» Insights and Impact
- Track parent and teacher engagement.
- View your School Badge and School Activity Scorecards.
- Set the recipients for the weekly performance snapshot.

» Bulk Data
- Add, edit and delete bulk data.
- Set up your new school year.

» Data Export
- Export your system data.

School Code:

» Group Management
- Add, edit and delete classes, groups, filters and teams.
- Easily add teachers and pupils to any group (or multiple groups), and swap them around whenever you want.

» School Activities
- Focus parent engagement where it matters.
- Set up and edit priority learning areas that you want teachers to engage parents in, and track their success.

» Parents
- View parent details.
- Change a parent's email and password.
- Delete or disable parents.

» Help and Resources
- User and Reference Guides.
- Launching to parents.
- Tips for school leaders.
- Tips for teachers.
- Tips for parents.

Quick Checks.

❑ Check that the number of teacher and pupil accounts created in the 'Teachers and Pupils' section is correct. (Teachers and Pupils)

❑ Check that the Groups set up in the 'Group Management' section look correct and that none are missing. (Group Management)

❑ Check that the number of parent join codes created in 'Parent Codes and Invites' matches the number of pupil accounts shown in 'Teachers and Pupils'. (Parent Codes and Invites)

If anything looks wrong, or there is any discrepancy, it means there was an error in your data file.

Don't worry, this is easy to fix, so please contact us to help you.

Support@marvellousme.com, or call us on 01273 900202.

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» Messaging and Awarding (Beta)
- Send messages and reminders home.
- Award badges.
- View messages sent.

» Teachers and Pupils
- Add, edit and delete teachers and pupils.
- Change a teacher's email and password.
- Assign teachers and pupils to groups.

School Code:

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- Add, edit and delete classes, groups, filters and teams.
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» Parent Codes and Invites
- View parent join codes.
- Print parent join code letters and reminders.
- Track followers.

» Quick Links
- Add links to your parents' MarvellousMe app, such as to your website, term dates, learning resources, and other activities and experiences.

» School Activities
- Focus parent engagement where it matters.
- Set up and edit priority learning areas that you want teachers to engage parents in, and track their success.

» School Badges
- Focus parent engagement where it matters.
- Set up and edit priority badges that celebrate your school's core values, and track how everyone is doing.

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- Set the recipients for the weekly performance snapshot.

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- Delete or disable parents.

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» Help and Resources
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- Tips for school leaders.
- Tips for teachers.
- Tips for parents.

Final actions.

❑ Add children without a UPN in your data file. SEE SLIDE 24 (Teachers and Pupils)

❑ Assign all teachers, TAs, the SLT, office staff etc. to their relevant groups or 'All classes'. SEE SLIDE 24 (Teachers and Pupils) **— Mandatory**

❑ Hand out the login passwords to any new teachers. **— Mandatory**

❑ Print the parent join code letters for all parents, or just those who have not joined yet. SEE SLIDES 28 and 29 (Parent Codes and Invites) **— Mandatory**

❑ Add / Check your School Badges and School Activities are current and make any changes. SEE SLIDES 31 and 32 (School Activities) & (School Badges)

❑ Add / Check the weblinks in your parents' app. SEE SLIDE 30 (Quick Links)

❑ Add custom groups and report filters. SEE SLIDE 35 (Group Management)

❑ Edit the 'Year' names to report by 'Year'. SEE SLIDE 35 (Group Management)

❑ List the staff you want to receive the automated weekly performance email. SEE SLIDE 33 (Insights and Impact)

❑ The best way to achieve whole school parent engagement success, and consistency, is to set simple staff usage guidelines, and regularly track against these. See our guidelines template at www.marvellousme/schoolbag.

Teachers and Pupils ?

111	11	100
User accounts	**Teacher accounts**	**Pupil accounts**
Last data update: 41 minutes ago	Whole school	Whole School

Showing: **All User Accounts**   👤 Add Teacher   👤 Add Pupil

Show [10 ⬍] entries   Search: [   ]

▲ Name	Type	Status	Edit	Delet
● Aaron Jones	Pupil	Disable	Edit	Dele
● Abigail Murphy	Pupil	Disable	Edit	Dele
● Addison Smith	Pupil	Disable	Edit	Dele
● Aiden Coleman	Pupil	Disable	Edit	Dele
● Alexander Butler	Pupil	Disable	Edit	Dele
● Amelia Morgan	Pupil	Disable	Edit	Delete
● Andrew Howard	Pupil	Disable	Edit	Delete
● Anthony Green	Pupil	Disable	Edit	Delete
● Aria Ramirez	Pupil	Disable	Edit	Delete

Sidebar navigation:
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- 👉 Help and Resources
- Log out

Add a new pupil ✕

Name (First name and last name)
[   ]

Unique Id (e.g. UPN)
[   ]

Select Group(s)
[Select Groups/Classes]

Select Filters
[Select Filters]

Cancel   Create Pupil

❑ Please use the child's correct / real UPN. **It must be unique, and not easily copied.**

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☐ Make up a password and remember to tell the teacher what it is.

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Log out

Teachers and Pupils ❓

111 User accounts
Last data update: 41 minutes ago

11 Teacher accounts
Whole school

100 Pupil accounts
Whole School

Showing: **All User Accounts**   👤 Add Teacher   👤 Add Pupil

Show [10 ▼] entries   Search

Name	Type	Status	Edit	
Aaron Jones	Pupil	Disable	Edit	
Abigail Murphy	Pupil	Disable	Edit	
Addison Smith	Pupil	Disable	Edit	
Aiden Coleman	Pupil	Disable	Edit	
Alexander Butler	Pupil	Disable	Edit	
Amelia Morgan	Pupil	Disable	Edit	
Andrew Howard	Pupil	Disable	Edit	Delete
Anthony Green	Pupil	Disable	Edit	Delete
Aria Ramirez	Pupil	Disable	Edit	Delete

Add a new teacher ✕

Name (As used in class, e.g. Jo Smith, or Mrs. Smith)

Email

Select Group(s)

Select Groups/Classes

Create Password   Confirm Password

After adding a teacher, remember to give them their password, and the Teacher App Quick Start Guide from the 'Help and Resources' section.

Cancel   Create Teacher

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MARVELLOUS ME

Teachers and Pupils ❓

111	11	100
User accounts	**Teacher accounts**	**Pupil accounts**
Last data update: 41 minutes ago	Whole school	Whole School

Showing: **All User Accounts**   👤 Add Teacher   👤 Add Pupil

Show [10 ⏷] entries   Search: [   ]

Name	Type	Status	Edit	Delete
● Deputy Headteacher	Teacher	Disable	Edit	Delete
● Headteacher	Teacher	Disable	Edit	Delete

Sidebar
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- Log out

User: Headteacher (Account)
Account | Groups

Name
[Headteacher]

Email
[headteacher@fakeemail.sch]

New Password   Confirm New Password
[   ]   [   ]

Role
[Staff]

Account Status
[Enabled ⏷]

Cancel   Save Changes

User: Headteacher (Groups)
Account | **Groups**

☐ Select/Deselect All

☐ Butterflies
☐ Class 1
☐ Class 2
☐ Class 3
☐ Class 4
☐ Class 5/6

Cancel   Save Changes

❑ Select the 'Account' tab to edit their details and reset their password. Remember to tell the teacher if you reset their password.

❑ Select the 'Groups' tab to assign groups. 'All Classes' tends to be reserved for the SLT, office and specialists.

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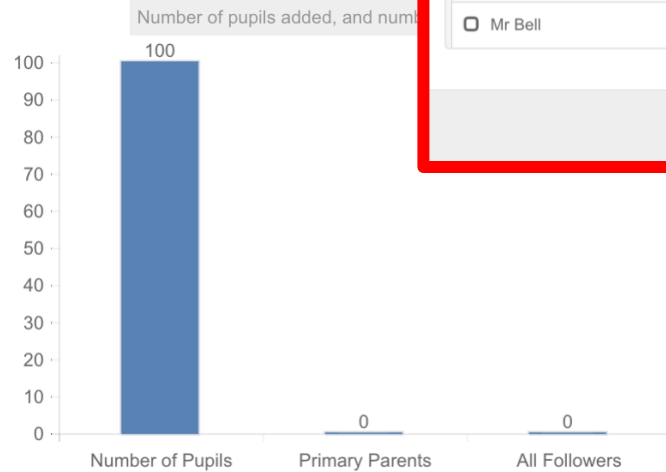- Bulk Data
- Data Export
- Help and Resources

Log out

Teachers and Pupils ❓

111	11	100
User accounts	**Teacher accounts**	**Pupil accounts**
Last data update: 41 minutes ago	Whole school	Whole School

Showing: **All User Accounts**   👤 Add Teacher   👤 Add Pupil

Show [10] entries   Search: [   ]

Name	Type	Status	Edit	Delete
● Aaron Jones	Pupil	Disable	Edit	Delete
● Abigail Murphy	Pupil	Disable	Edit	Delete
● Addison Smith	Pupil	Disable	Edit	Delete
● Aiden Coleman	Pupil	Disable	Edit	Delete
● Alexander Butler	Pupil	Disable	Edit	Delete
● Amelia Morgan	Pupil	Disable	Edit	Delete
● Andrew Howard	Pupil	Disable	Edit	Delete
● Anthony Green	Pupil	Disable	Edit	Delete
● Aria Ramirez	Pupil	Disable	Edit	Delete

Contents

Parent join-up instructions.

Parents download the app, or join online. They enter a join code, their name and email, and create a password. They only need to join once, and it's free.

The school office normally prints the parent letters (and reminders) for teachers to hand out.

The letter has the child's name and unique code at the top, so please ensure it goes to the right home.

You can give the same letter / code to separated parents, carers etc.

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Log out

Parent Codes and Invites ?

100	**0**	**0**
Parent codes created	Parents joined up	Parents disabled

Filters

Usage	All

Please Select
✓ All
Parents engaged
Parents still to join

Teacher	All Teachers

Classes/Groups	All Groups

Download Selected   Print All (Based on Filter/s)

Showing: **All Teachers - All Groups**

Show 10 entries   Search:

▲ Pupil	Join Code	Invite	Followers
● Aaron Jones	12xxxxx	Print	Followers
● Abigail Murphy	13xxxxx	Print	Followers
● Addison Smith	14xxxxx	Print	Followers
● Aiden Coleman	15xxxxx	Print	Followers

- ❑ Print letters one group at a time to save sorting.

- ❑ Print reminder letters regularly for any parents slow to join.

- ❑ View which parents have joined, and who you need to send reminder letters to, by selecting your view options in the 'Usage' filter. You can also filter this by group.

- ❑ Download a text file of all the codes for quick reference.

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Quick Links ❓

Standard Links

Please enter the address of your school's website and calendar (term dates), so that parents can access them from their MarvellousMe app. Be sure to use the following format: **www.example.com**

Website

| http:// | Website | 💾 | Delete |

Calendar (term dates)

| http:// | Calendar | 💾 | Delete |

Custom Links

To add custom links, please enter a link name, chose an icon, enter the web address and tap 'Save'. Be sure to use the following format for the web address: www.example.com.

| Add name | | Add website address | ➕ Save |

You haven't created any Custom Links yet.

To add custom links, please enter a link name, chose an icon, enter the web address and tap 'Save'. Be sure to use the following format for the web address: www.example.com.

- ❑ Enter the URLs starting: www.

- ❑ Example links are the school's homepage, calendar, newsletters, payment gateway, resources page.

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MARVELLOUS ME

School Activities ❓

School Activity Scorecard

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Log out

Add activity name

✏️ ▾

+ Save Activity

Maths	💾	Delete
Spelling	💾	Delete
Reading	💾	Delete

❑ Add school activities to focus home communication on key learning areas.

❑ Track how teachers are engaging parents in these areas in your 'School Activity Scorecard'.

❑ Be sure to tap the 'Save' disk button when making changes.

❑ School Activities will be shown first, and with a star, in the teachers' app. They won't be able to delete or change them.

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Log out

School Badges ?

School Badge Scorecard

Add badge name

+ Save Badge

100% Attendance — Delete

Be Motivated — Delete

Being Positive — Delete

Headteacher's Award — Delete

☐ Add school badges to reinforce your school rewards, core values and learning behaviours.

☐ Add custom images by tapping the + symbol in the icon box. See our simple sizing template at www.marvellousme.com/schoolbag.

☐ Track how badges are being awarded in your 'School Badge Scorecard'. Auto-tally House scores.

☐ Be sure to tap the 'Save' disk button when making any changes.

☐ School Badges will be shown first, and with star, in the teachers' app. They won't be able to delete or change them.

Contents

Scroll to:

☐ Parent engagement bar chart.

☐ MarvellousMe activity pie chart.

☐ Hi5 summary bar chart.

☐ Detailed spreadsheet.

☐ Select the recipients for a weekly performance email.

Pupils & Followers — Number of pupils added, and number of parents and followers joined up, in the period selected.
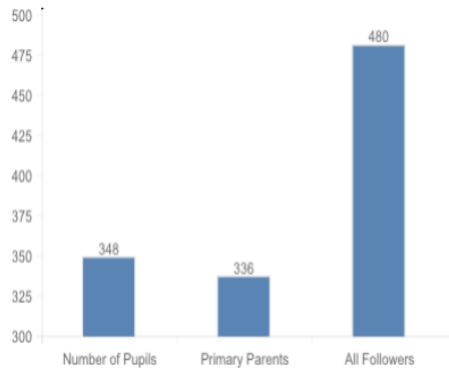
Total Pupils: 348
Total Primary Parents: 336 **(97%)**
Total Followers: 480 **(138%)**

Activity — Number of updates in the period selected.

Total: 28002 — Activities 13499, Badges 9684, Messages 4819

Group	Pupils	Primary Parents	All Followers	Activities	Badges	Messages	Total Updates
Bear	30	28	41	758	113	262	1133
Bumblebee AM	12	10	14	62	89	143	294
Bumblebee PM	12	10	13	46	59	115	220
Dolphin	30	28	33	1824	1428	123	3375
Grasshopper AM	13	12	18	1037	460	352	1849
Grasshopper PM	13	13	16	866	423	307	1596
Jellyfish	30	29	43	327	1166	301	1794
Lion	30	30	46	1386	420	221	2027
Monkey	30	29	37	1412	1451	70	2933
Panther	30	30	42	1026	1447	241	2714
Seahorse	30	30	37	2042	722	592	3356

❑ **Parent engagement.** See how many parents and other family members have joined, and are Hi5ing.

❑ The average join-up rate is 9/10!

❑ **Valuable news home**. See how much news is being sent home, by type (learning / praise / other), and how regularly.

❑ The Learning Activity Scorecard helps to ensure teachers are regularly involving parents in key learning areas.

❑ The Badge Scorecard tracks badges by child, group, year, House etc. It helps to ensure teachers are encouraging and celebrating the school's values and learning powers, fairly and inclusively.

❑ **Whole school consistency**. Drilldown to ensure teachers are following usage guidelines and best practice. Spot anyone needing help or encouragement, or reigning in.

❑ View by child, teacher, group, year, House, and special cohorts like PP and SEN children.

❑ View teacher messages / comments and see any media or attachments.

❑ Output to spreadsheet, for analysis, presentation and assembly shout-outs

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Group Management ❓

You are here: / Group Management

Teaching Groups   Filters

Showing: **Teaching Groups**   👤 Add Group

Show [10 ‡] entries   Search: [   ]

▲ Group	Year	Pupils	Owner	Include in Export	Acti
Butterflies	TBD	15	Mr Jones	☑	Action ▾
Class 1	TBD	15	Mrs Smith	☑	Action ▾
Class 2	TBD	15	Miss Rickett	☑	Action ▾
Class 3	TBD	15	Miss Adams	☑	Action ▾
Class 4	TBD	15	Mr Bell	☑	Action ▾
Class 5/6	TBD	25	Miss Sc		▾
Group	**Year**	**Pupils**	**Owner**		ctions

Edit
Transition
Delete group
Empty group and remove children from school

Showing 1 to 6 of 6 entries   Previous [1] Next

Create Teaching Group   ✕

Name

[Group name   ]

Select Year

[Nursery   ‡]

Assign Group Owner

[Deputy Headteacher   ‡]

To add new teachers, please use the Teachers and Pupils section.   Cancel   Create

❑ Teaching groups are used by teachers to send messages and award badges. Examples are registration groups, sets, learning interventions.

❑ Filters are report filters that can be used in the Insights and Impact section. Examples are Houses and teams.

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Group Management ❓

You are here: / Group Management

Teaching Groups   Filters

Showing: **Teaching Groups**   👤 Add Group

Show [10 ▼] entries   Search: [   ]

▲ Group	Year	Pupils	Owner	Include in Export	Actions
New Group	TBD	0	Mr Jones	☑	Action ▼
Class 1	TBD	15	Mrs Smith		▼
Class 2	TBD	15	Miss Ricket		▼
Class 3	TBD	15	Miss Adams	☑	Action ▼
Class 4	TBD	15	Mr Bell	☑	Action ▼
Class 5/6	TBD	25	Miss Scott	☑	Action ▼
Group	**Year**	**Pupils**	**Owner**	**Include in Export**	**Actions**

Edit
Transition
Delete group
Empty group and remove children from school

Showing 1 to 6 of 6 entries   Previous [1] Next

❑ Tap 'Actions' next to the group (or report filter) you want to add children to.

❑ Tap 'Edit'.

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Group Members

You are here: / Group Management / Group Members

Group Name

New Group

Group Year

TBD

[H] Save Changes

| Pupils | Teachers |

Showing: **Pupils**

[person] Add Pupils   [✓] Select/Deselect All

Show [10] entries

Add pupils by searching

Add pupils by pasting and matching

Add pupils by pasting a .csv list

Search:

▲ Pupil	Remove
No data available in table	

Pupil	Include	Edit	Remove

Showing 0 to 0 of 0 entries

Previous   Next

[H] Save Changes

Tap 'Add Pupils'.

❑ **Adding by searching** is best when you want to add a few children, who are already set up in your MarvellousMe system.

❑ **Pasting and matching** enables you to add multiple children, by typing all their names and matching them with those children already set up in MarvellousMe.

❑ **Pasting a .csv list** is the best way to add lots of children to the group. This way will also add any new children not yet set up in MarvellousMe to your system.

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- [home] Home
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- [lock] Teachers and Pupils
- [people] Group Management
- [print] Parent Codes and Invites
- [link] Quick Links
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- [chart] Insights and Impact
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Add Pupils to New Group ✕

Please use the search box below to find and add a pupil to this group.

Show 5 ⬍ entries   Search: Adam

Save Changes

Pupil ▲	Include
Adam Bradley (FAKECHILD004)	☑
Adam Jones (FAKECHILD100)	☐
Adam. Roberts (FAKECHILD200)	☐
Adam Smith (FAKECHILD300)	☐
Adamina Jacobs (FAKECHILD400)	☐
Aurora Read (FAKECHILD500)	Include

...lect/Deselect All

Remove

Showing 1 to 5 of 5 entries   Previous   1   Next

Add a new Pupil   Cancel   Add Selected

1. 'Search' for the child by entering their name.

The system will perform a 'fuzzy match' with the children set up in MarvellousMe.

2. Tick the child you want to add to the group.

3. Tap 'Add Selected.'

Adding children by pasting and matching

1. Type the first and last name of each child you want to add. **Each child must be separated by a comma.** Tap 'Next'.

2. Select each child in the left panel and match them to their correct name and UPN in the right panel. Tap 'Next'.

3. Check your results and tap 'Add matched pupils'.

1

❑ Prepare a spreadsheet of the children you want to add to the group. You should be able to download this from your MIS, if the group is recorded in it.

❑ Column A = First and Last Name
❑ Column B = UPN

2

❑ Select just the children's names and UPNs.

3

❑ Copy the data, ready to paste into MarvellousMe

Important!

Do not select the column headers, just the children names and UPNs.

Delete any row if there is no UPN for a child. You can add that child manually later.

1. Paste your children's names and UPNs into MarvellousMe, and tap 'Next'.

2. Check the pupil list and tap 'Create and Add pupils'.

The process will automatically remove duplicates if any of the children were already set up in the group.

If you get an error message, go back to your initial spreadsheet and remove any special characters, apostrophes or hyphens etc. from any child's name, and try again.

Contents

Group Members

You are here: / Group Management / Group Members

Group Name

New Group

Group Year

TBD ⬍

💾 Save Changes

| Pupils | Teachers |

Showing: **Pupils**   👤 Add Pupils   ☑ Select/Deselect All

Show [10 ⬍] entries

Search: [   ]

▲ Pupil	Include	Edit	Remove
Aiden Turner	☑	Edit	Remove
Addison George	☑	Edit	Remove
Adam Bradley	☑	Edit	Remove
Alexander Hall	☑	Edit	Remove
Aurora Read	☑	Edit	Remove
Aubrey Crawford	☑	Edit	Remove
Avery Nicholls	☑	Edit	Remove
Ariana Greenwood	☑	Edit	Remove

Sidebar:

🏠 Home

🎓 Messaging and Awarding (Beta)

🔒 Teachers and Pupils

👥 Group Management

🖨 Parent Codes and Invites

🔗 Quick Links

📋 School Activities

★ School Badges

📊 Insights and Impact

👁 Parents

📤 Bulk Data

⬇ Data Export

👉 Help and Resources

Log out

Right column:

❑ You've added all the children to the group.

❑ Tap 'Teachers' if you need to assign other teachers to the group.

❑ Tap 'Save Changes'.

Award badges & Send messages. Go to 'Messaging and Awarding'.

MARVELLOUS ME

- Home
- **Messaging and Awarding (Beta)**
- Teachers and Pupils
- Group Management
- Parent Codes and Invites
- Quick Links
- School Activities
- School Badges
- Insights and Impact
- Parents
- Bulk Data
- Data Export
- Help and Resources

Log out

Messaging and Awarding ❓

View Messages & Badges

Select Pupils Please Select ▼

Please Select
Quick Search
Paste a .csv list of pupils
☐ Whole School
Classes / Groups
☐ Reception
☐ Year 6
☐ Year 2

Activity, Badge or Message? Please Select

Type

Sender Please Select

Write Note
(Optional)

Home Task Type
(Optional) Please Select ⇕

No deadline
(Optional) ☐

Home Task Deadline
(Optional)

Media or Attachment
(Optional) 📷 🎬 🎤 📎 Upload a photo, video, voice clip or attachment.

Send

Paste a .csv list of pupils ✕

You can send messages and award badges to children/parents by copying and pasting the children's details from your school's main administration system, e.g. SIMS.

- Create a report in your administration system showing the forename and surname, and UPN, of the pupils that you want to add to the recipient list.
- Output your report to Excel.

- Then, select the cells containing the names and UPNs of the pupils, and copy and paste them below.

Comma seperated pupils list

Cancel Next

❑ Spot the 'View Messages & Badges' button.

Add the details & tap 'Send'.

Messaging and Awarding ❓

View Messages & Badges

- **Home**
- **Messaging and Awarding (Beta)**
- **Teachers and Pupils**
- **Group Management**
- **Parent Codes and Invites**
- **Quick Links**
- **School Activities**
- **School Badges**
- **Insights and Impact**
- **Parents**
- **Bulk Data**
- **Data Export**
- **Help and Resources**

Log out

Select Pupils   Multiple Children ▾

Activity, Badge or Message?   Badge ⬍

Type   🏅 100% Attendance ▾

Sender   Headteacher ⬍

Write Note
(Optional)   Fabulous Attendance this term. Well done! Please keep it up.   140

Home Task Type
(Optional)   Please Select ⬍

No deadline
(Optional)   ☐

Home Task Deadline
(Optional)

Media or Attachment
(Optional)   📷 🎬 🎤 📎   Upload a photo, video, voice clip or attachment.

Send

- ❑ Select the badge category.
- ❑ Select the badge type.
- ❑ Select the sender / awarder.
- ❑ Write a note.

Attendance & punctuality celebrations.
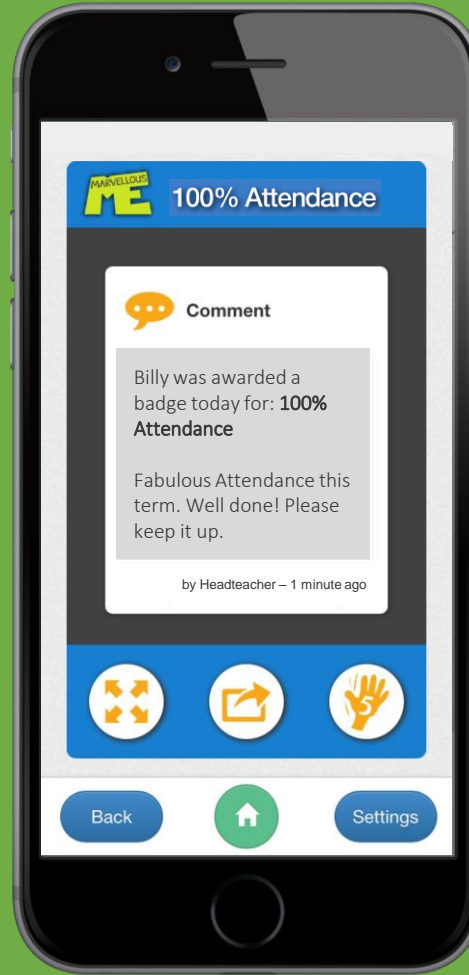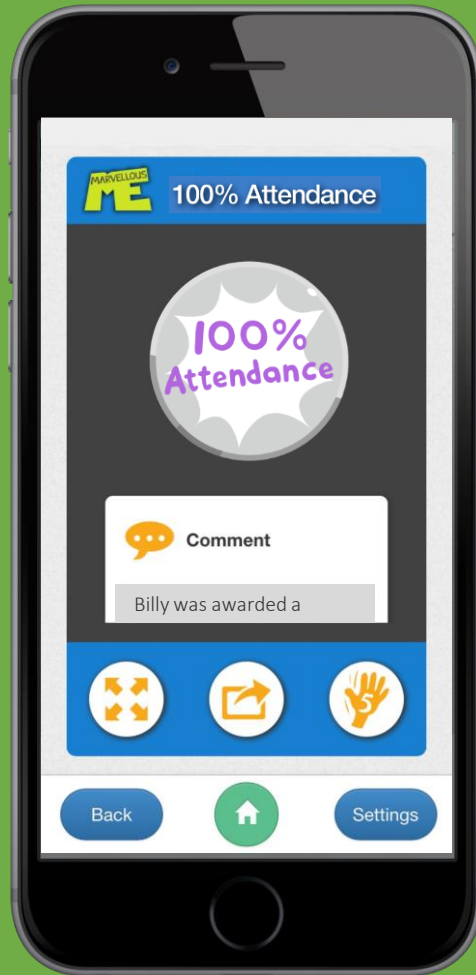
Quicker and less expensive than paper certificates. Environment-friendly.

More personal, accurate and trackable.

Zero teacher effort.

More regular, bigger impact. Great for separated parents.

Award badges for anything you want, or send general messages, forms and newsletters.

Messaging and Awarding ❓

View Messages & Badges

- Home
- Messaging and Awarding (Beta)
- Teachers and Pupils
- Group Management
- Parent Codes and Invites
- Quick Links
- School Activities
- School Badges
- Insights and Impact
- Parents
- Bulk Data
- Data Export
- Help and Resources

Log out

Select Pupils — Please Select

Activity, Badge or Message? — Please Select

Type

Sender — Please Select

Write Note (Optional) — 200

Home Task Type (Optional) — Please Select

No deadline (Optional)

Home Task Deadline (Optional)

Media or Attachment (Optional) — Upload a photo, video, voice clip or attachment.

Send

MARVELLOUS ME

- 🏠 Home
- 🎓 **Messaging and Awarding (Beta)**
- 🔒 Teachers and Pupils
- 👥 Group Management
- 🖨 Parent Codes and Invites
- 🔗 Quick Links
- 📋 School Activities
- ⭐ School Badges
- 📊 Insights and Impact
- 👁 Parents
- 📤 Bulk Data
- ⬇ Data Export
- 👉 Help and Resources

Log out

Messaging and Awarding ❓

Back

Classes/Groups	Whole School ▼
Teacher	All Teachers
Pupil	All Pupils
Time Period	This Week

View/Refresh

Show 20 entries

Type	Content	Task	Teacher	Pupils	Date
Badge	ℹ️ 00% Attendance	No	Headteacher	100	30/8/2018

Recipients — Aaron Jones, Abigail Murphy, Addison Smith, Aiden Coleman, Alexander Butler, Amelia Morgan, A... more

Fabulous Attendance this term. Well done! Please keep it up.

100% Attendance

Type	Content	Task	Teacher	Pupils	Date

Showing 1 to 1 of 1 entries

Previous   1   Next

48

Messaging and Awarding ❓

Back

Classes/Groups	Whole School ▼
Teacher	All Teachers
Pupil	Adam Bradley
Time Period	This Week

Please Select
☐ Whole School
☑ Reception
☑ Year 6
☑ Year 2
☑ Year 5
☑ Nursery
☑ Year 4
☑ Year 7

View/Refresh

Show 20 entries

Type	Content	Task	Teacher	Pupils	Hi5s	Date	Delete
Badge	ℹ TT Rockstars Champion	No	Headteacher	1	0	24/3/2020	Delete
Activity	ℹ Spelling	No	Headteacher	1	0	24/3/2020	Delete
Activity	ℹ Spelling	No	Headteacher	1	0	23/3/2020	Delete
Type	Content	Task	Teacher	Pupils	Hi5s	Date	Delete

Showing 1 to 3 of 3 entries

Previous 1 Next

Sidebar navigation
- 🏠 Home
- 🎓 Messaging and Awarding (Beta)
- 🔒 Teachers and Pupils
- 👥 Group Management
- 🖨 Parent Codes and Invites
- 🔗 Quick Links
- 📋 School Activities
- ★ School Badges
- 📊 Insights and Impact
- 👁 Parents
- ⬆ Bulk Data
- ⬇ Data Export
- 👉 Help and Resources
- Log out

❑ To delete a message that was sent to the whole school, please tick all the groups in the Classes/Groups filter (not the Whole School box). You must also select the teacher who sent it, and 'All Pupils'.

❑ To delete a message sent to an individual, you can choose 'Whole School' or their group, then select 'All Teachers', and finally search for the pupil.

❑ When you have found the message, tap 'Delete'. It will be removed from the system, parent app and any statistical count.

Contents

Parents and Followers ❓

Showing: **All parents who have joined up.**

Show [10 ⇕] entries   Search: [   ]

▲ Parent	Status	Child	Parent Email	Actions
⬤ **Aaron's dad**	Active	Aaron Jones	araonsdad@email.com	Action ▾
Parent	**Status**	**Child**	**Parent Email**	

Update Email
Update Password
Delete

Showing 1 to 1 of 1 entries   Prev

Sidebar navigation:
- 🏠 Home
- 🎓 Messaging and Awarding (Beta)
- 🔒 Teachers and Pupils
- 👥 Group Management
- 🖨 Parent Codes and Invites
- 🔗 Quick Links
- 📋 School Activities
- ★ School Badges
- 📊 Insights and Impact
- 👁 Parents
- 📤 Bulk Data
- 📥 Data Export
- 👉 Help and Resources
- Log out

❑ Spot the parent's email, if you need to grab it for reference.

❑ There's a Parent App Quick Reference at www.marvellousme.com/schoolbag

Get help & resources. Go to www.marvellousme.com/schoolbag.

E. support@marvellousme.com   T. 01273 900202   Still need help?

Teachers	Leaders	Parents	Admin	Posters	Logos & Web
Overview (12min YouTube)	Overview (12min YouTube)	Coming Soon Letter	Summary Video (2min YouTube)	Noticeboard Poster	Logos
Summary (2min YouTube)	MarvellousMe Leader September Checklist	Parents Join-up Tips	Admin Tutorial (PDF)	Classroom & Corridor Poster	Webkit
Teacher App Tutorial (12min YouTube)	Leader's Checklist	Parent Presentation	Admin Tutorial (7min YouTube)	Classroom & Staffroom Poster	
Teacher App Tutorial (PDF)	Teacher Non-Negotiables (Editable)	EAL Letters	New School Year Update Video – Please watch fully – **Updating your data will override the current year, so please do it at**	Staffroom Poster	
1 Page Summary	Teacher Non-Negotiables (pdf)	Reminder Text		Monsters	
		Social Media Text		Supers	
		Parent Guide		Monsters Colour-	

MARVELLOUS ME
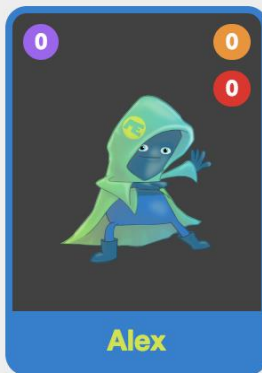
Teach

Insights

Setup

Your name

Camera

Video

Voice

Select Class or Pupil(s)

Year 3 (19)

Pupils

Select All   Deselect All

Activities

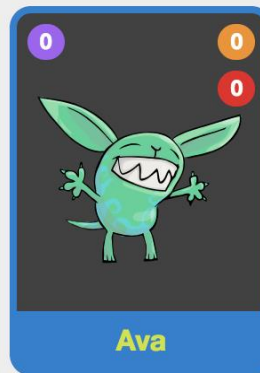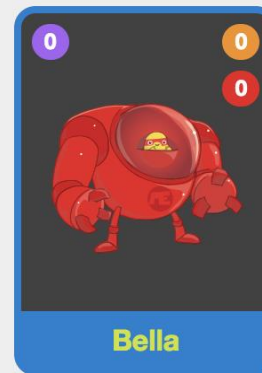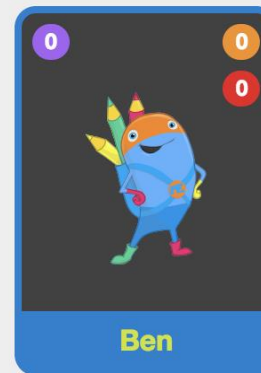| 0	0		0	0		0	0		0	0		0	0		0	0
	0			0			0			0			0			0

Alex   Amelie   Anna   Ava   Bella   Ben

Badges

0	0		0	0		0	0		0	0		0	0		0	0
	0			0			0			0			0			0

Benji   Betsy   Billy   Bobbie   Charlie   Chloe

Messages

0	0		0	0		0	0		0	0		0	0		0	0
	0			0			0			0			0			0

Contents

MARVELLOUS ME

Teach | Insights | Setup
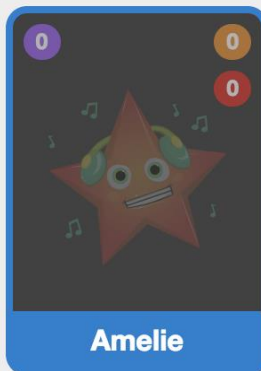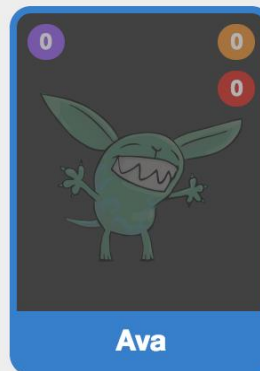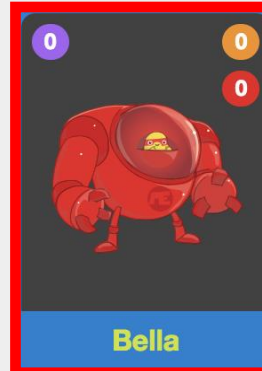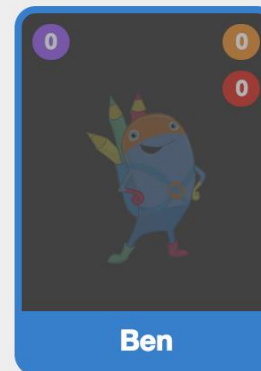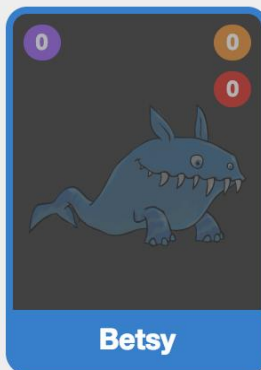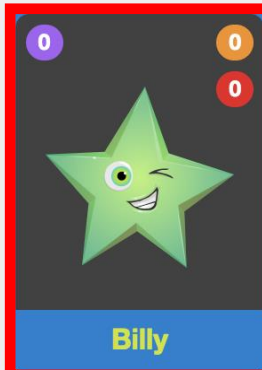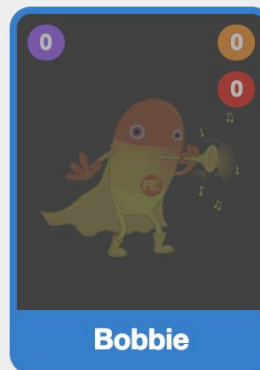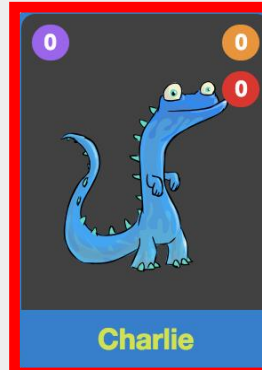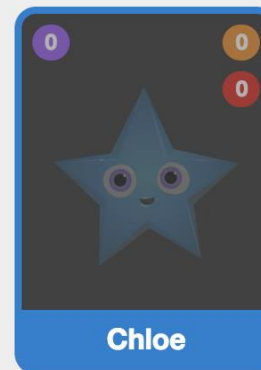
Your name

Post activities to tell parents about their child's learning.

Camera

Video

Voice

Pupils

Maths

Reading

Spelling

Art

Activities

Badges

Citizenship

Computing

Design Technology

Drama

Messages

54

Teach

Insights

Setup

Your name

0

Camera

Video

Voice

Note

We learned about column addition. Please ask your child to explain how to do it.

200

Maths

To

Alex, Amelie, Anna, Ava, Bella, Benji...

Edit

Pupils

Activities

Badges

Messages

Cancel

Print & Post

Post

55

Parents are pinged with the learning news.

Each parent who has joined up for the child is pinged, by notification or email.

It's personal, positive and valuable news!

Parents can't message teachers back, or see their contact details.

They can give a Hi5, to show how much they love getting your wonderful updates.
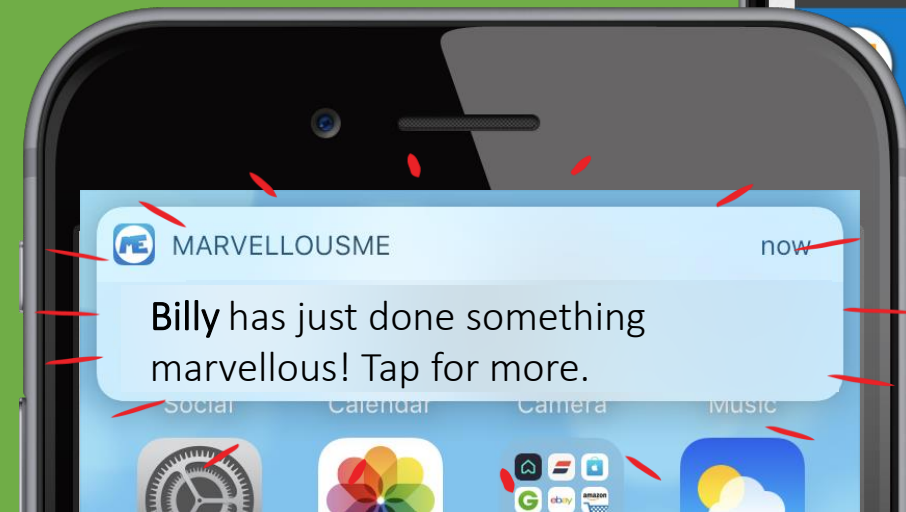
Billy has just done something marvellous! Tap for more.

Your name

MARVELLOUS ME

Teach   **Insights**   **Setup**

Select Class or Pupil(s)

Year 3 (19)

Camera

Video

Voice

Pupils

Select All   Deselect All

Activities

0 1 0	0 1 0	0 1 0	0 1 0	0 1 0	0 1 0
Alex	**Amelie**	**Anna**	**Ava**	**Bella**	**Ben**

Badges

0 1 0	0 1 0	0 1 0	0 1 0	0 1 0	0 1 0
Benji	**Betsy**	**Billy**	**Bobbie**	**Charlie**	**Chloe**

Messages

57

MARVELLOUS ME

Teach | Insights | Setup

Your name

Camera

Video

Voice

Award badges to praise children, telling their parents the wonderful news.

100% Attendance

Be Motivated

Being Positive

Headteacher's Award
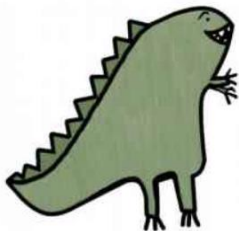
Resilient Rex

Star of the Week

Following Direction

Gold Trophy

Pupils

Activities

Badges

Messages

58

Contents

Teach

Insights

Setup

Your name

0

Camera

Video

Voice

Pupils

Activities

Well Done!

This badge is presented to

Billy, Bella

Edit

200

Being Positive

Well done for trying so hard with column addition today.

Badges

Messages

Cancel

Print & Award

Award

59

Parents are pinged with the news.

Each parent who has joined up for the child is pinged, by notification or email.

It's personal, positive and valuable news!

Parents won't see that other children may have been awarded the same badge.

The app keeps a history of all the activities and badges, as a keepsake.

Being Positive

Comment

Billy was awarded a

Being Positive

Comment

Billy was awarded a badge today for: **Being Positive**

Well done for trying so hard with column addition today.

by your name – 1 minute ago

Back   Settings

MARVELLOUSME   now

Billy has just done something marvellous! Tap for more.

MARVELLOUS ME

Teach **Insights** **Setup**

Your name

Camera

Video

Voice

Select Class or Pupil(s)

Year 3 (19)

Pupils

Select All   Deselect All

Activities

| Alex | Amelie | Anna | Ava | Bella | Ben |

Badges

Messages

| Benji | Betsy | Billy | Bobbie | Charlie | Chloe |

61   Contents

Teach   Insights   Setup

Your name   0

Camera

Video

Voice

Send general messages and reminders to parents.

Pupils

Activities

Badges

Messages

Message

Assembly

Celebration

Educational Visit

Feeling Poorly

Fete

Fundraising

Helpers

MARVELLOUS ME

Teach   Insights   Setup

Your name

Note

It's Parents' Assembly this Friday, starting at 9am. Please come along.   200

Assembly

Pupils

Activities

Badges

To

Alex, Amelie, Anna, Ava, Bella, Ben...   Edit
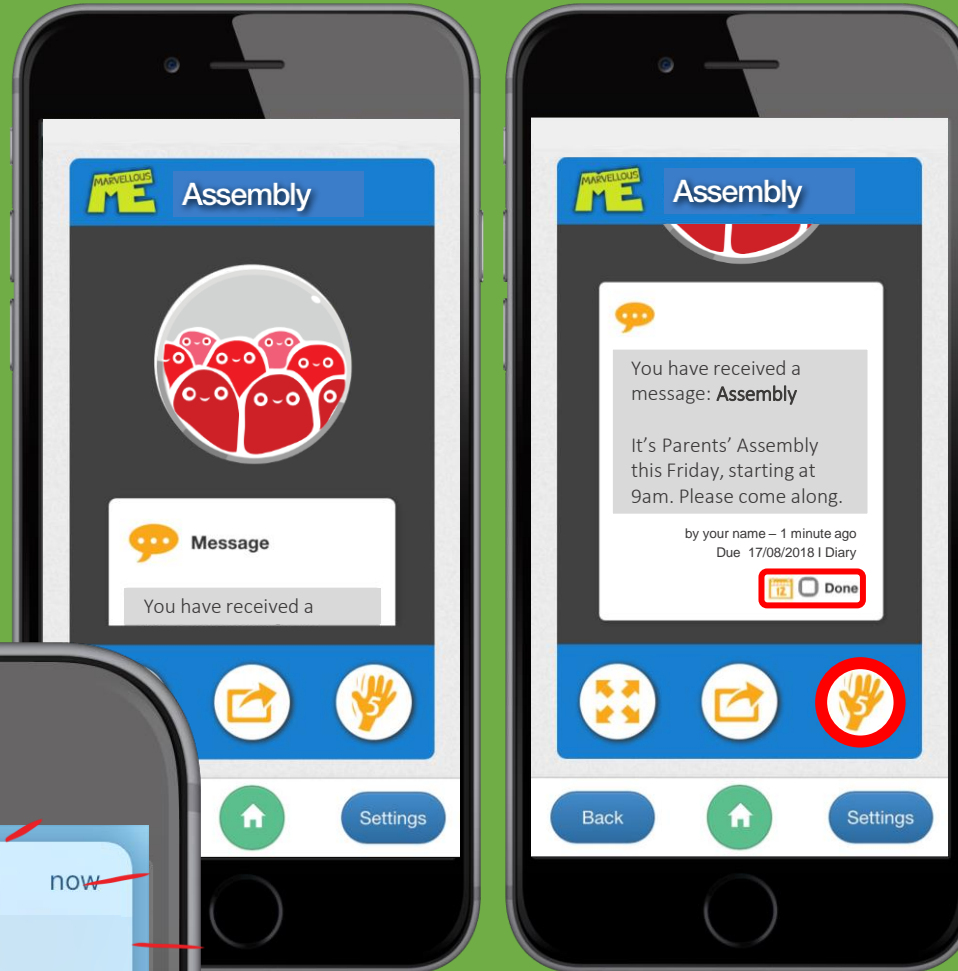
Messages

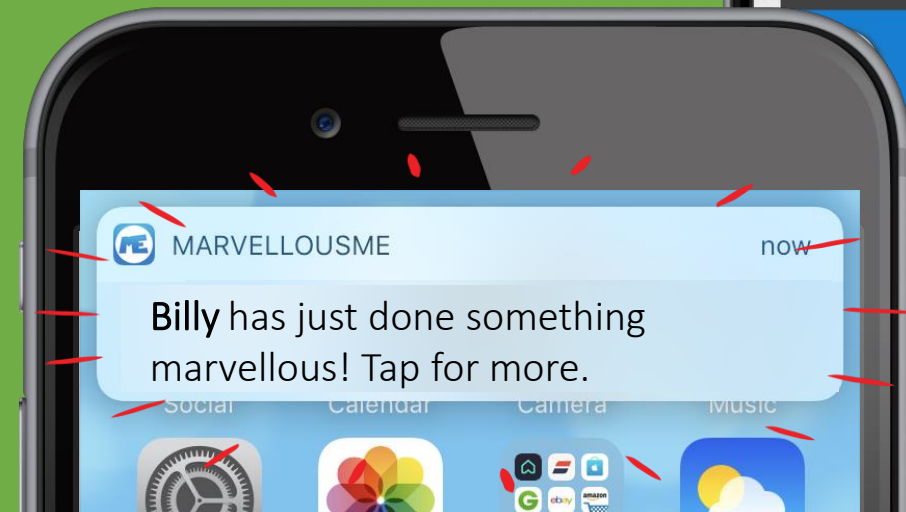Camera

Video

Voice

Cancel   Print & Send   Send
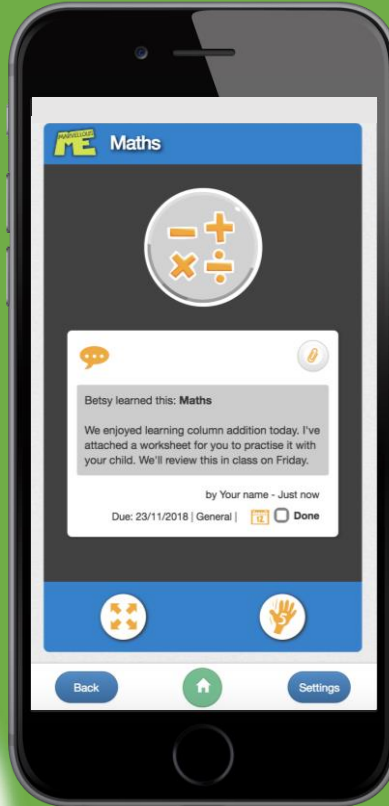
63

Parents are pinged with the news.

Each parent who has joined up for the child is pinged, by notification or email.
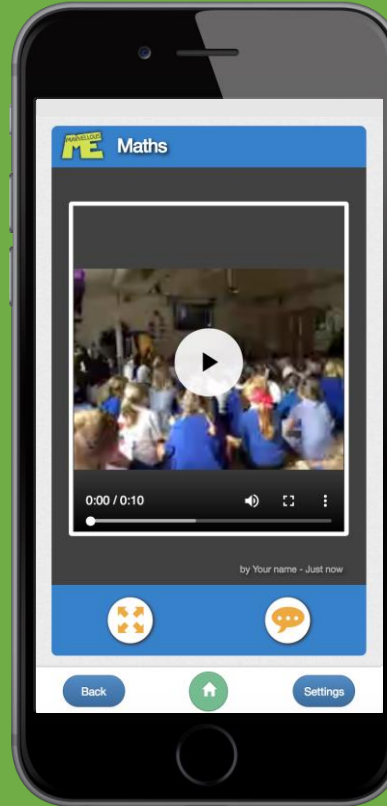
It's personal, positive and valuable news!

Parents can auto-add dates to their calendar, see tasks in a to-do-list, and mark them when done.

Assembly

Message

You have received a

Assembly

You have received a message: **Assembly**

It's Parents' Assembly this Friday, starting at 9am. Please come along.

by your name – 1 minute ago
Due 17/08/2018 I Diary

Done

Back   Settings

MARVELLOUSME   now

Billy has just done something marvellous! Tap for more.

Contents

Parent app…

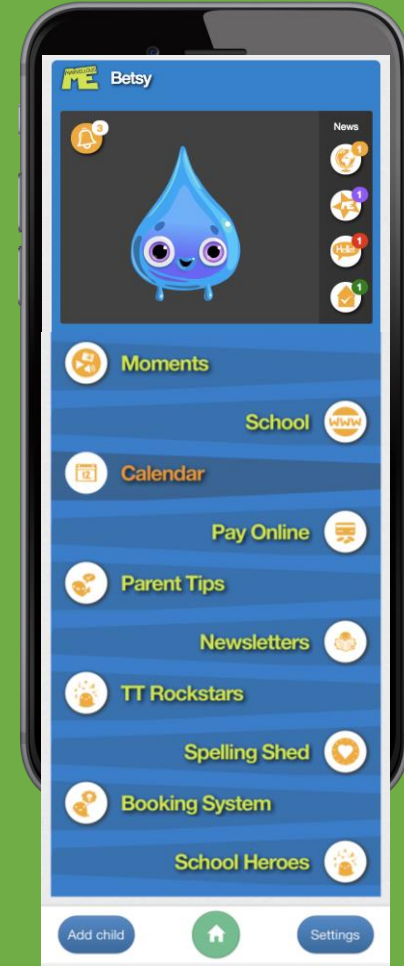Betsy has just done something marvellous…

Message detail.

Video, photos, audio and files.
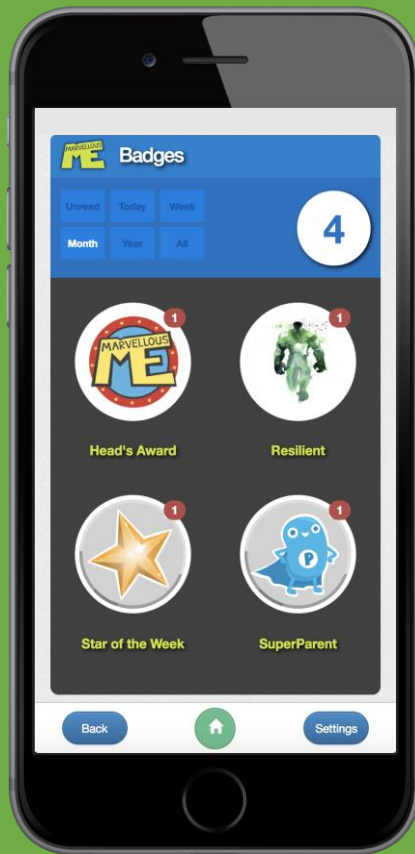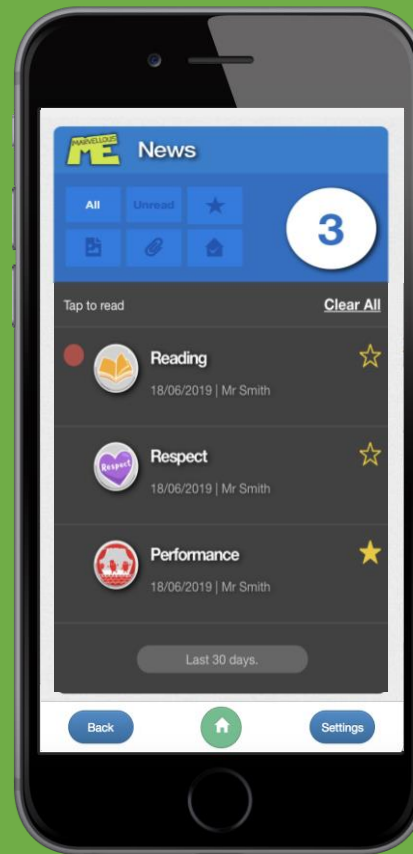
Child selection.

Unread news, home tasks and quick links.

Parent app.
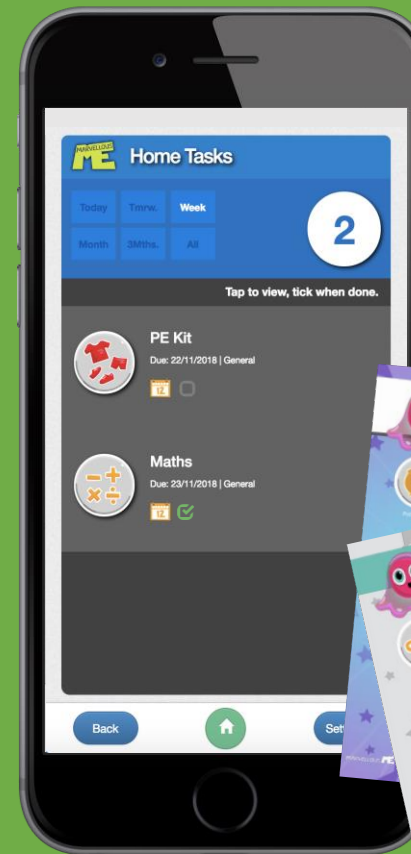

Learning journal.

Badge collection.

Quick View News.

Home task-list, with calendar alerts.

Settings and MemoryBook PDF.

Contents

www.marvellousme.com.

Contents