Edge App & Portal

PARENT AND CAREGIVER

Contents

How to access Edge

➢ Enter the following URL in your web browser and press enter.
https://parent.edgelearning.co.nz/

➢ If you have signed in to Edge previously, you can enter your email address and password and click 'Log in'.

If you have not signed in to Edge before, please continue on to the next page.

Signing into Edge for the first time

If you haven't logged in into Edge before, you must first set a password before you are able to log in. You must also complete this before attempting to use the Edge App.

➢ Enter your email address and click 'Forgot Password'.

An automated email will be sent to your email address.

An email has been sent to the address on record.

Check your email account and locate the email sent by Edge

Signing into Edge for the first time
(Continued)

➢ Check your email account and locate the email sent by Edge. It should look similar to the image to the right.

If you have not received an email, please contact the school to confirm we have your correct email on record.

➢ Click on the blue link and you will be taken to a webpage to set a password for your Edge account.

➢ Type a new password in the fields required and click 'Save New Password'.

MUSAC edge Forgotten Password Request ➤ Inbox ×

Edge Learning <noreply@edgelearning.co.nz>
to me ▾

Hi

You recently requested help with your password.

You can reset your password by following the link below:
https://staff.edgelearning.co.nz/ForgotPassword.aspx?RequestID=fc849d94-970c-4fa0

Please contact your school administrator if you have any queries.

The Administrator

Email
user@myemailprovider.com
Type New Password

Retype New Password

Save New Password

Signing into Edge for the first time
(Continued)

Once you have set your password, you will be redirected back to the Edge login page.

➢ Enter your email address and newly created password and click 'Log in'.

If you have any issues logging in, please contact the school with details of the issue.

Edge mobile application setup

There is an Edge App, which is available on mobile devices (Android & iPhone). To install the app and configure, please follow the details below.

Note: You must set your Edge password first before configuring the mobile app. If you haven't done so already, please go to 'Signing into Edge for the first time' on Page 3.

➢ On the Apple or Google Play stores, search for either 'Musac' or 'Edge' and install the app to your mobile device. The icon for the app looks like the icon below.
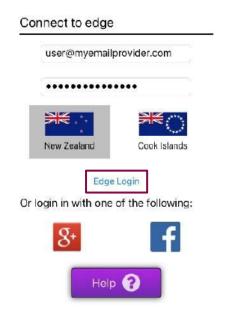
➢ Once the app has downloaded, launch the app. You will be prompted to create a 4-digit PIN. This is used to log into the Edge app on your mobile device.

➢ You will be prompted to verify the PIN by entering it again.

Create a 4 digit PIN

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1 2 3
4 5 6
7 8 9
0 ✕

Edge mobile application setup
(Continued)

➤ Enter your username (email address) and Edge password. Make sure 'New Zealand' is selected and press 'Edge Login'.
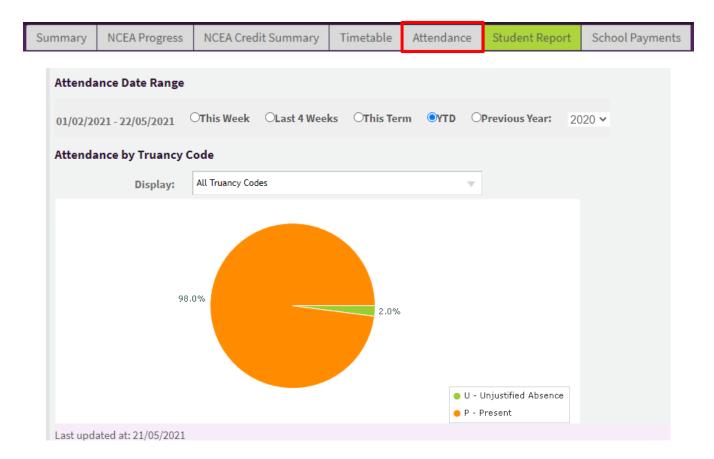
➤ The Edge App setup should be complete. When signing into the Edge App on your mobile device, you will be prompted to enter the 4-digit PIN you created in the previous steps.

Attendance - Portal

- To access attendance from the web portal, click on the 'Attendance' tab.

- You can choose the date range and choose to display different truancy codes.
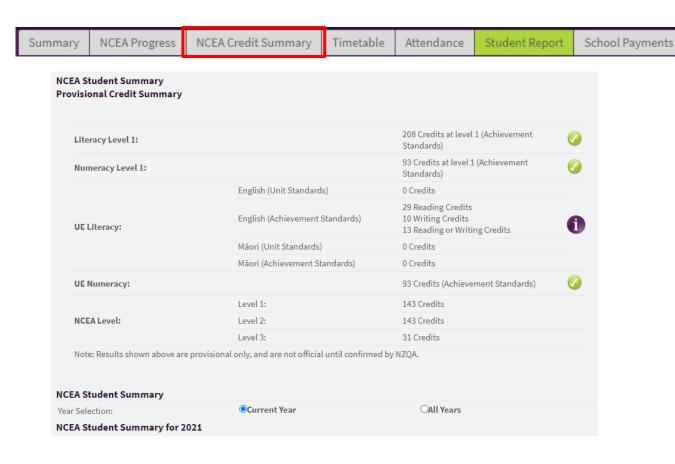
NCEA Credit Summary - Portal

- To access NCEA credit summary from the web portal, click on the 'NCEA Credit Summary' tab.

- This displays the literacy and numeracy credits and NCEA credits at each year level.

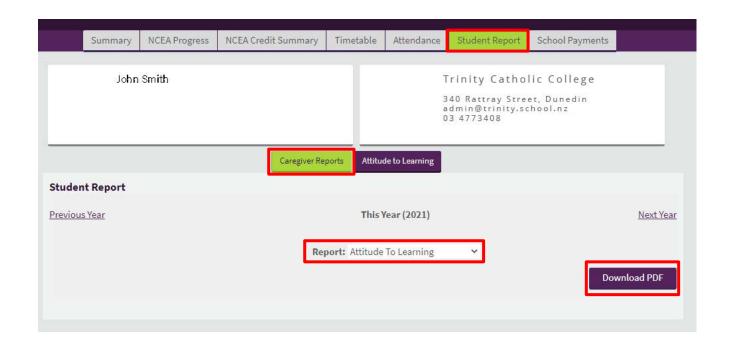Note: The purple 'I' for the UE Literacy does not change to a green tick when requirements are met.

5 reading and 5 writing credits are the minimum requirements.

| Summary | NCEA Progress | NCEA Credit Summary | Timetable | Attendance | Student Report | School Payments |

NCEA Student Summary
Provisional Credit Summary

Literacy Level 1:		208 Credits at level 1 (Achievement Standards)	✓
Numeracy Level 1:		93 Credits at level 1 (Achievement Standards)	✓
UE Literacy:	English (Unit Standards)	0 Credits	
	English (Achievement Standards)	29 Reading Credits 10 Writing Credits 13 Reading or Writing Credits	ℹ
	Māori (Unit Standards)	0 Credits	
	Māori (Achievement Standards)	0 Credits	
UE Numeracy:		93 Credits (Achievement Standards)	✓
NCEA Level:	Level 1:	143 Credits	
	Level 2:	143 Credits	
	Level 3:	31 Credits	

Note: Results shown above are provisional only, and are not official until confirmed by NZQA.

NCEA Student Summary

| Year Selection: | ⦿Current Year | ○All Years |

NCEA Student Summary for 2021

Student Reports – Portal

➤ To access student reports from the web portal, click on the 'Student Report' tab.

➤ Select 'Caregiver Reports'.

➤ Using the drop-down window, select the report you want to view and click on the 'Download PDF' button.

This will download the report in PDF format.

Edge mobile App – Viewing student data

➢ Student data can also be accessed via the Edge mobile App by tapping on the appropriate button.

➢ If a parent/caregiver has multiple students at the school, they have separate navigation menus for each student.