

# Viewing Academic Reports and Academic Tracking Reports in Edumate

Last Updated: 17/01/2019

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## Overview

Use this document to view Academic Tracking Reports for your child/children in Edumate.

## Procedure

1. Go to <http://portal.rosebank.nsw.edu.au/parent/> and login using the credentials provided to you by the College. If you are having troubles logging in:
  - Your username is typically in the format <FirstName>.<LastName> (e.g. *john.smith*)
  - If you have forgotten your password, click on the **Set/Reset Password** and follow the prompts:

helpdesk@rosebank.nsw.edu.au'."/>

 **ROSEBANK**  
COLLEGE

Please enter your Username and Password

Username

Password

[Set/Reset Password](#)

If you can't remember your password, click on "I forgot my password" or use an alternate account to email [helpdesk@rosebank.nsw.edu.au](mailto:helpdesk@rosebank.nsw.edu.au)

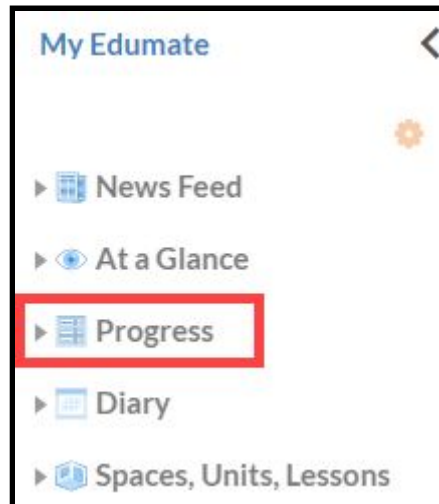
If you continue to have troubles logging in, please contact the ICT Helpdesk:

- via phone on on 9713 3111
- via email at [helpdesk@rosebank.nsw.edu.au](mailto:helpdesk@rosebank.nsw.edu.au)

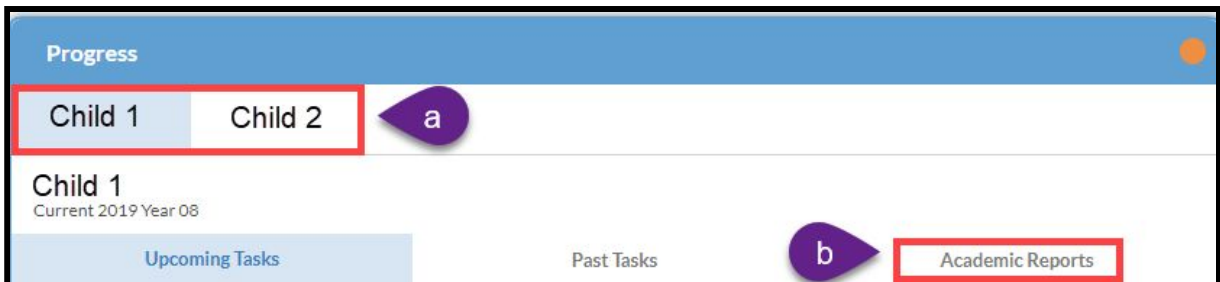
2. Click on the Edumate logo:




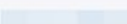
3. Select **Progress** on the left-hand menu:



4. Select the child whose reports you wish to view, then select **Academic Reports**



5. Academic Reports and Academic Tracking Reports which have been made available for your child will now appear. Click on the name of the report to download a copy of the report.

Upcoming Tasks	Past Tasks	Academic Reports
Date	Report	
12 Dec 2018	 - Academic Tracking Report 2018-12-12	
2 Oct 2018	 - Academic Tracking Report 2018-10-02	
12 Sep 2018	Year 7 2018 Semester Two Interim Report	