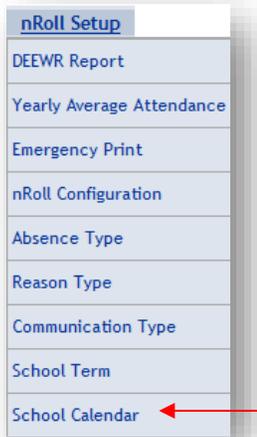




From the nRoll Setup drop down menu, click on School Calendar



Use this Calendar to set up your Non School Days.

You need to enter all the Public Holidays and Student Free Days so that the roll and DEEWR data is correct.

School Holidays and Weekends have been pre-set for you.

Days specified as Non School Days will automatically mark the roll for all students. Therefore, teachers will not have to mark the roll on these days.

School calendar

Maintain School Terms

April 2008						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25 ANZAC Day	26	27
28	29	30				

School Day
 Non School Day

Date From:

Date To:

School Day Non School Day

Comment:

Save All

1. In the Date From section, click on the calendar icon. Select the correct date.
2. In the Date To section, click on the calendar icon. Select the correct date.
3. Indicate if this date range is a School Day entry or a Non School Day entry.
4. Enter in the Comment box a label for this new entry.

School Day
 Non School Day

Date From: 1

Date To: 2

School Day Non School Day 3

Comment: 4

Save All

Click SAVE ALL to save changes.