

Your Portal from **A** → **Z**



 **mozaïk**portail

Making your job easier!



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INTRODUCTION

The story of Mozaik-Portal

More than twelve years ago, GRICS introduced a portal that was used by many educational organizations. Édu-groupe became very popular with students, teachers and parents. However, rapidly changing technologies and evolving user needs convinced GRICS to explore possible replacement solutions.

In 2016, GRICS launched Mozaik-Portal, whose first version was exclusively for parents. The following year, basic teacher and student portals were added and developed. Finally, the addition of versions for principals and support workers has brought Mozaik-Portal to where it is today.

Today's version of Mozaik-Portal is designed to be a digital school hub. For this reason, we continue to make improvements so that the platform continually responds better to the various needs of all types of users.



GRICS: The technology NPO serving the education system

At the heart of education for more than 35 years

Since 1985, GRICS has been developing, adapting and supporting the most complete range of administrative, school and learning management solutions specifically designed for the education system. As a non-profit organization, GRICS is the official supplier to Québec's public school system as well as to many private and postsecondary education establishments. Our board of directors is composed of representatives of school service centres and school boards across the province who ensure that GRICS meets the needs of the education system.

Our integrated solutions are developed in collaboration with users

GRICS software solutions are developed in collaboration with users so that they meet the needs of students, parents, teachers and school administrators. Since our goal is to be a trusted information technology partner, we ensure that our users are consulted and involved at every step in the development of a product.

Making life easier!

GRICS offers high-quality products. We make life easier today with flexible, integrated, mobile and user-friendly cloud-computing solutions that save you time and eliminate redundancy.





MOZAÏK-PORTAL: THE DIGITAL SCHOOL HUB

To get the most out of Mozaïk-Portal, educational organizations need to place it at the core of their digital strategy. It is specifically designed to serve as a control centre for all key activities, including learning, communication, collaboration, monitoring and much more.

Fully centralized

With Mozaïk-Portal, everyone involved with a student has access to relevant information to ensure that learning is closely monitored. As soon as teachers post content, students and parents can access it. Mozaïk-Portal is the simplest way to share homework, assignments, subject evaluations and results.



Seamless integration with your favourite tools

If a teacher uses any of the tools listed below, their students have access to all the information and will know exactly where to find the material for each subject, since Mozaïk Portal is fully centralized.

- Online applications (e.g., Kahoot!)
- Educational websites (e.g., Class Dojo, Didacti, Alloprof)
- Documents (e.g., PDF, Word, Sheets)
- Collaborative online tools (e.g., Teams, Google Classroom)
- Video conferencing software (e.g., Meet, Zoom, Teams)

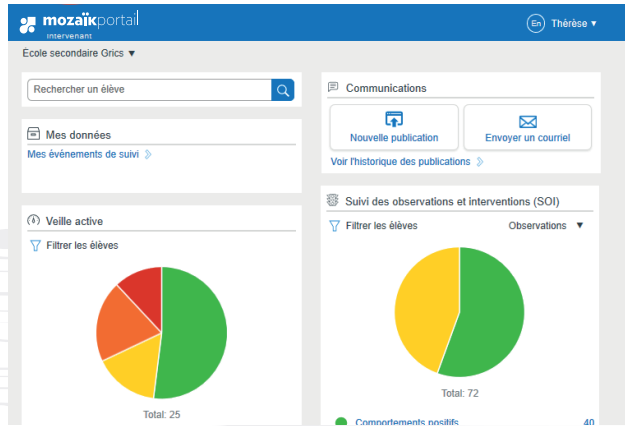
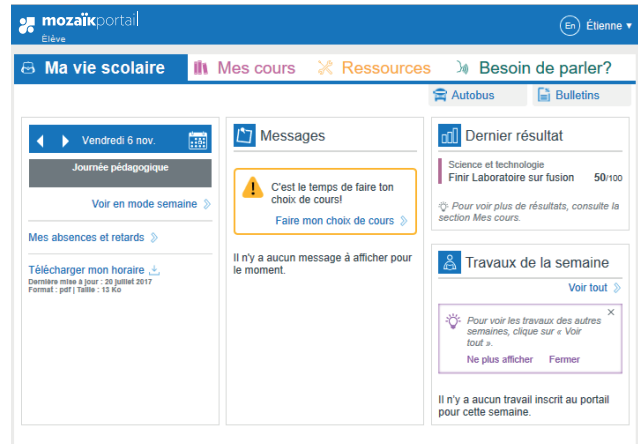
This feature is ideal for teachers as well as parents who know exactly where to find everything related to school!



MAIN FEATURES OF MOZAÏK-PORTAL

Communication

Posting to a message wall is the primary means of communication in Mozaïk-Portal. One of the Portal's main advantages is emails may be sent simultaneously to students and parents, whether for a particular student or the whole group. This is a great time saver! The same also applies to general messages, which can be sent to one or more groups with just a click.



Collaboration

Mozaïk-Portal's various tools for sharing information about students promote strong collaboration. For example, automated protocols in the OIM module ensure that authorized staff are informed whenever information is added to the records of students they are monitoring.

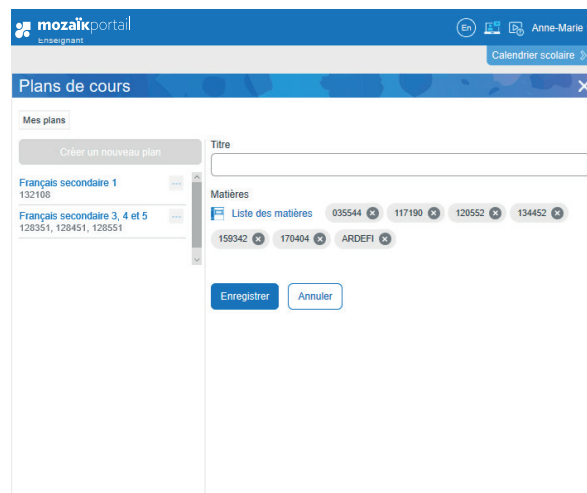
When teachers and school staff add information to Active Monitoring and OIM, they are actually collaborating, since everyone benefits from the pooling of information. Mozaïk-Portal can even be linked with more formal collaboration tools, such as Teams and Google Classroom.

Reusable course plans

Teachers can use Mozaïk-Portal to prepare courses and evaluate students. They can modify course plans as they wish and automatically assign them to one or more groups of students.

In addition, course plans can be reused from year to year. You can schedule assignments, homework and evaluations for each teaching period of the year. All the information is automatically displayed on the timetable for all the students in the selected groups.

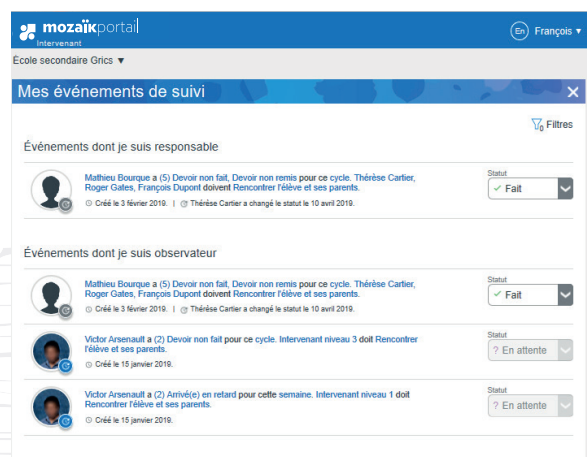
This tool will save teachers considerable time and energy!



OIM

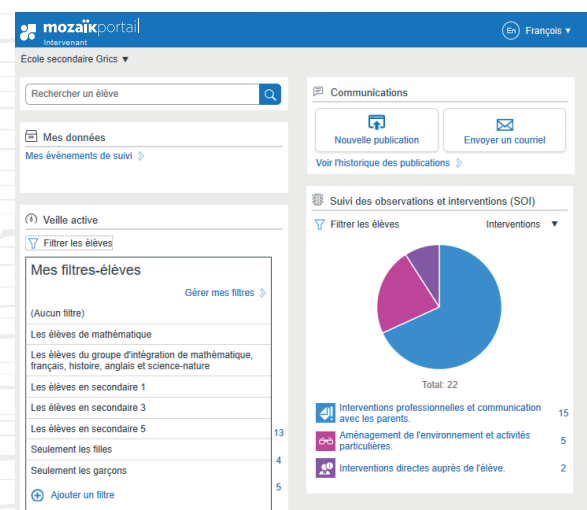
Observation and Intervention Monitoring (OIM) is an integrated tool that Mozaïk-Portal uses to monitor student behaviour from day to day so that the most effective interventions can be implemented.

OIM is used to record observations and interventions concerning students. Complete with a bank of graduated descriptors that categorize the seriousness of the behaviour and standardize how observations and interventions are recorded, OIM includes a dashboard so users can see the behaviour of a group (teachers) or the entire school (principals) at a glance.



Automated protocols can be used to personalize information sharing to suit each school's needs. Everyone in charge of monitoring a student is advised when an observation or intervention is recorded about that student.

If desired, you can also share observations and interventions with parents and students.

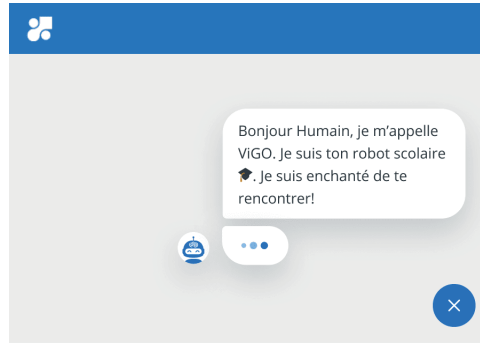




MAIN FEATURES OF MOZAÏK-PORTAL

Active Monitoring

Offered in partnership with Optania, the virtual learning assistant will quickly become an essential day-to-day companion for teachers and other staff. Fully automated, it supports the teacher by targeting, for example, situations that are at risk or need to be monitored, and also points out progress that deserves special attention. Students will also benefit from ViGO, their personal learning assistant, who provides individualized feedback as soon as results are entered in any subject. The virtual assistant helps students get organized and encourages every effort made in the right direction.

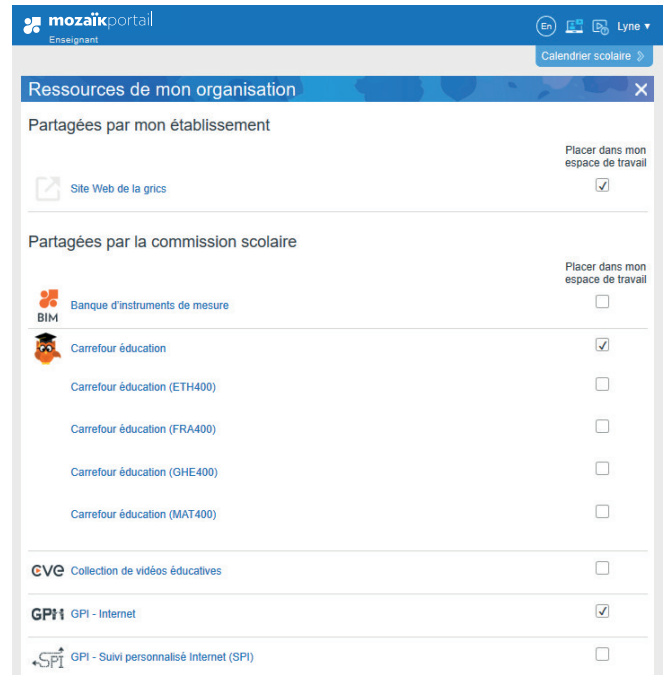
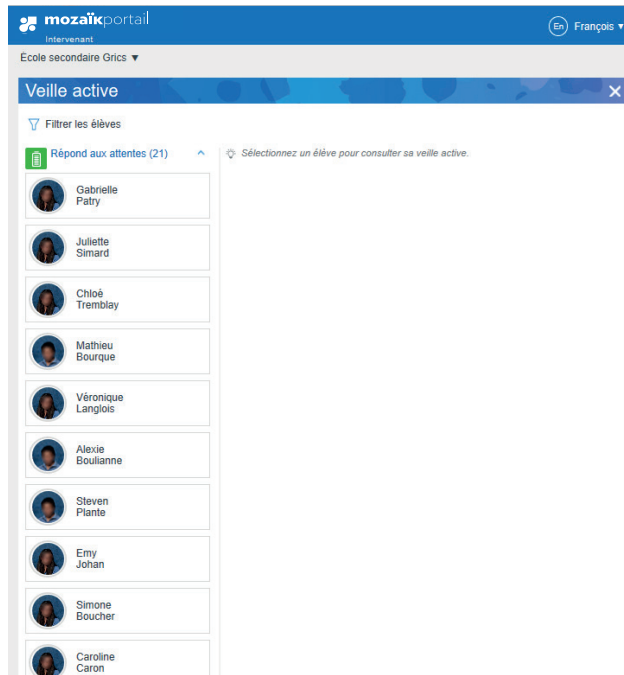


Bullying Management*

Bullying Management provides thorough and effective follow-up for students who have been the victim of or witness to intimidation.

Offered in partnership with Optania, Bullying Management provides support to help young people feel more secure. Whether they have been the victim of or witness to intimidation, ViGO, the virtual learning assistant, reaches out to interact with students feeling alone through the Portal, which they can even access on a tablet or smartphone. This helps prepare them to communicate with a support worker at their school.

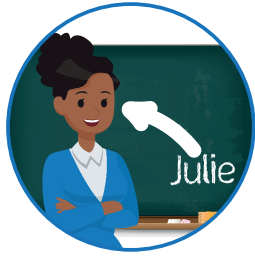
ViGO converses with the student by asking questions and suggesting potential solutions. It always redirects the student to resources chosen by the school (such as a support worker or Tel-jeunes). This makes the entire follow-up process easier, since authorized staff have access to the information and efforts made by the student—all of which facilitates the reporting of events.



*Bullying Management is an optional Mozaik-Portal module. To use it, your school service centre or school board must have a subscription.



CONCRETE EXAMPLE OF MOZAÏK-PORTAL IN USE



Let's see how Mozaïk-Portal can help Julie perform her various tasks as a teacher and enable her to collaborate with other users at the same time.

Julie is a French teacher with three secondary 4 groups. She is also the homeroom teacher for one of the groups. Julie is using a new hybrid approach to teaching: classes are taught in person on odd numbered days in the cycle and virtually on even-numbered days.

USING MOZAÏK-PORTAL IN PERSON FOR HIGH SCHOOL

Last Wednesday

Julie used Mozaïk-Portal to email the work plan for the upcoming week to all her students and their parents. The email also mentioned that links to the assignments folder had been shared in the Portal's Resources section.

Last Friday

Julie sent a reminder concerning the assignments for the upcoming week by posting a message to students and parents directly on the Portal.

When she received the notification on her phone, Flavie's mother remembered that she had to notify the school she would be picking Flavie up Monday afternoon for a dental appointment. So she used the mParent mobile application to inform the school of the reason for her daughter's absence and to let them know at what time she would be coming to get Flavie.



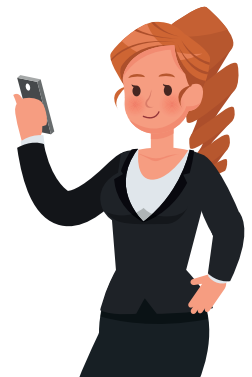
At the same time, Rami's parents visited their child's record in the Parent Portal to ensure that the school transportation information had been properly updated following the family's recent move.



Monday

When Julie arrives at school, she checks her daily planner on Mozaïk-Portal. She then prepares the classroom and material she will need for the day.

Julie welcomes her students and uses Mozaïk-Portal to take attendance. She notices that William is absent, which she notes and saves in the Portal. William's parents are automatically notified on their smartphones that their son is not in class. One of his parents opens the mParent application, confirms the absence and explains the reason. The school secretary receives the message and accepts the explanation provided.





CONCRETE EXAMPLE OF MOZAIK-PORTAL IN USE

(CONTINUED)



Julie is on hall-monitoring duty during recess. She notices Flavie scribbling on a locker and quickly intervenes. To correct the situation, Julie asks Flavie to clean the locker. Julie has a free period next, so she uses the time to record an observation about Flavie in the OIM module (Observation and Intervention Monitoring). She also records her intervention and links the two events.

The dashboard of Mr. Jean, the school principal, is updated with this new information. In real time, he can see the behavioural status of all students attending the school.

The school's special education technician (SET) can also see her OIM dashboard being updated. She makes a note to have a talk with Flavie and keep an eye on her behaviour.

At the end of the day, Flavie and her parents will receive an OIM message since Julie has opted to share the information with them.

Julie also uses her free period to correct student assignments and enter each student's result in the Portal's Evaluation section.

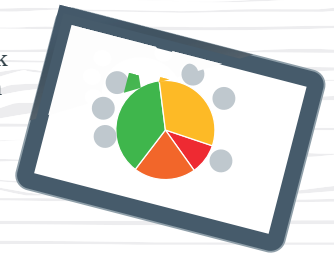
Parents receive a notification on their mobile device that a new result is available, since Julie chose to publish results on the student and parent portals.

Since she just recorded new results, Julie notices that the Active Monitoring indicators have been updated. With just a glance at her seating plan, she can quickly identify which students are currently or at risk of having difficulties in her subject.

The results Julie entered are also used to update the Active Monitoring table used by Mr. Jean. In real time, he can monitor the status of results in any subject for all students in the school.

Julie also uses Active Monitoring and OIM to follow her homeroom group. She checks the group portrait to see how students are generally doing in other subjects, and whether there are behavioural issues.

At the same time, Julie checks the OIM module and sees that Flavie has failed to hand in a homework assignment for the third time. She notices that all three observations have been recorded by the English teacher. As Flavie's homeroom teacher, she needs to act and contact the parents. Using the Portal, she emails them to inform them of the situation and suggest a meeting.



While taking attendance in Mozaik-Portal for the day's last period, Julie notices that Flavie has to leave early for an appointment and reminds her of this.

As the students are leaving the classroom to head home, Rami goes to see Julie because he can't remember his new school bus number. Julie checks Rami's record in Mozaik-Portal and gives him the information.



Using Mozaïk-Portal virtually for high school

Classes will be taught virtually the next day. Julie accesses Mozaïk-Portal and checks her daily planner. She has courses to teach during the first and fourth periods.



Flavie has a French class this morning. She signs on to Mozaïk-Portal and clicks the period, accessing the link to connect with the video conference. She then goes to the Resources section for the course to access the exercises. Julie welcomes her students to the video conference (on Teams) and uses Mozaïk-Portal to take attendance. Everyone is present today! During the course, she asks students to complete an exercise that she just placed in the Resources folder. This Microsoft Forms document is a multiple-choice exercise. She has also posted the link in the discussion section for the meeting.

At the end of the course, Julie is very satisfied with her group that participated extremely well. She records an observation in the OIM module so that everyone—especially the students—will receive feedback about their excellent participation.

The SET, principal and all authorized staff can see Julie’s positive feedback in Events Monitoring. Parents and students can also see the message.

Everyone concerned has their OIM dashboard updated with the new observation.

After teaching the class, Julie uses her free period to record the results for her “surprise” exercise in Mozaïk-Portal. Active Monitoring analyzes the new results and updates the group portrait, which Mr. Jean can see on his dashboard.

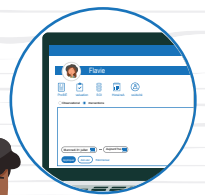
During her free periods, Julie begins to plan activities and homework for the upcoming week. When they are ready, she will share them on the student and parent portals.

When she posts a message to parents, they are notified on mParent, which invites them to check the Homework and Assignments section on the Parent Portal.

For their part, students can sign on to the Portal and check Weekly Assignments under the My School Life or My Classes tabs.

That evening, Flavie uses Mozaïk-Portal to check which assignments she still has to complete for the current week. She has to finish analyzing a poem for the next French class. Flavie clicks on the homework link to access the poem to analyze and also opens her document saved on OneDrive. When she finishes the assignment, she clicks her teacher’s name to submit her homework by email.

While she is still on Mozaïk-Portal, Flavie notices that ViGO, the virtual learning assistant (Active Monitoring for students), has some results to share with her. ViGO also provides feedback, encouragement and some advice about her learning methods.





TARGET CLIENTELES

Teachers

As a teacher, your role in Mozaik-Portal is very important, for you are a primary source of information for students, parents, colleagues and school administrators. Everything you share on the Portal (such as evaluations, communications, files and comments) is used to collaborate with people who can help you foster success for all your students.

BENEFITS FOR TEACHERS

- **Save time and energy**
Every feature has been optimized to help you save as much time as possible and avoid unnecessary steps.
- **Take advantage of centralized tools every day**
With just a few clicks, teachers can communicate all kinds of information to parents and students at the same time.
- **Communicate more quickly**
With just a few clicks, teachers can communicate all kinds of information to parents and students at the same time.
- **Automate and facilitate monitoring of students' behaviour**
OIM lets you record observations about students' behaviour and share the information with other staff, parents and students.
- **Plan classes easily**
Reusable annual planning lets you prepare courses for the whole year and automatically apply them to the groups of your choice. Next year, make any changes you want and they're ready to use again. Everything can be shared on the students' timetable with just a few clicks.
- **Benefit from the ongoing help of a virtual assistant**
Mozaik-Portal includes Active Monitoring, a virtual learning assistant that shows you which students require special attention or deserve congratulations.





FEATURES DESIGNED FOR TEACHERS

- **Posts and emails to students and parents**

You can post general communications to parents and students or send an email to a specific parent, several parents, all parents of one group or even to parents of all of your groups. This is an excellent way to send specific messages to the home.

- **Reusable course plan**

Record assignments, study material and evaluations: everything appears automatically on the timetables of all students in the selected groups. Parents can also view any information you decide to share with them.

- **Observation and Intervention Monitoring (OIM)**

For easier monitoring of students' behaviour, OIM lets you share observations and interventions with colleagues. This places the entire school in a better position to take the most effective actions.

- **Active Monitoring/Virtual learning assistant**

Mozaik-Portal comes with its own virtual learning assistant that identifies situations at risk or to be monitored, as well as progress that deserves special mention.

- **Resource sharing with students**

Thanks to Mozaik-Portal, you can quickly share resources (documents, videos and websites) you want students to use.

- **Seating plans**

Creating a seating plan that reflects the physical organization of the classroom makes your work easier by allowing you to quickly identify and monitor students.

- **Class lists**

All your student groups are displayed in Mozaik-Portal so you can easily navigate among them.

- **Evaluations**

From grading activities to the report card, Mozaik-Portal handles every aspect of evaluating learning.

- **Attendance and late arrivals**

With just a few clicks, you can take attendance and record late arrivals for your class. The information is automatically recorded in a database, and parents are notified.

- **Schedule**

Throughout the year, you can consult your teaching schedule, which also indicates holidays and pedagogical days.

REMINDER

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TARGET CLIENTELES

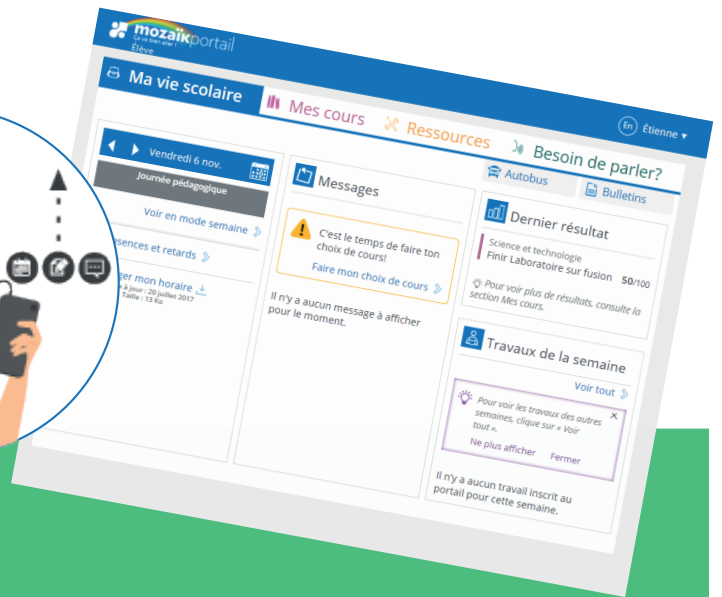
Students

Mozaik-Portal provides students with a digital environment where they will find everything concerning their school experience in one place for simple, easy-to-use access. The Portal provides access to all the important information they need and makes it easy to find everything shared by their teachers and other school staff: messages, homework, assignments, results, links to online classes, collaboration with teachers and much more. Everything they need is just clicks away.

BENEFITS FOR TEACHERS

- **Save time**
Mozaik-Portal makes life easier for students by allowing them to check all the information pertaining to their school experience at a glance.
- **Take advantage of centralized tools every day**
School transportation, schedule, homework, results, assignments to hand in, upcoming exams—everything is available in one place. In the case of online learning, students can easily find everything the teacher chooses to share on the Portal: assignments, video conference classes, questionnaires, and much more.
- **Communicate easily**
Students can easily email their teachers with just a few clicks.
- **Take advantage of virtual support every day**
Mozaik-Portal includes ViGO, the virtual learning assistant, designed for the needs of the education system. ViGO can analyze student results and guide conversations with them throughout their school experience. This virtual tool supports students every single day.
- **Report bullying**
A student who has been the victim of or witness to bullying may have difficulty speaking about the experience. To help them, Mozaik-Portal makes available ViGO, a compassionate artificial intelligence offering virtual support to make the student feel more secure.





FEATURES DESIGNED FOR STUDENTS

- **Profil**
Students can view their personal profile, which contains all their school-related information, display their course selection and email their homeroom teacher easily.
- **Courses**
Students can view results by subject, assignments and course-related resources, in addition to viewing their ministerial examination results.
- **ViGO, the virtual learning assistant**
Incorporating artificial intelligence designed to meet the needs of the education system, ViGO, the virtual learning assistant, analyzes students' results and guides conversations with them throughout their entire school experience.

ViGO provides individualized feedback as soon as new results are entered. This allows students to react quickly if their situation becomes at risk and they are encouraged to persevere in the face of difficulties.
- **School life**
This is the most important section for students. Here they can view and download their schedule, check their absences and late arrivals, consult in-class activities and homework, verify school transportation, display communications with their teachers, school and school board, view results and consult weekly assignments.
- **Resources**
All resources (documents, videos and websites) shared by the school board, school and teachers are available in one place.
- **Need to talk?**
If the educational organization has a subscription, students have access to resources for reporting any bullying experienced or witnessed at school.

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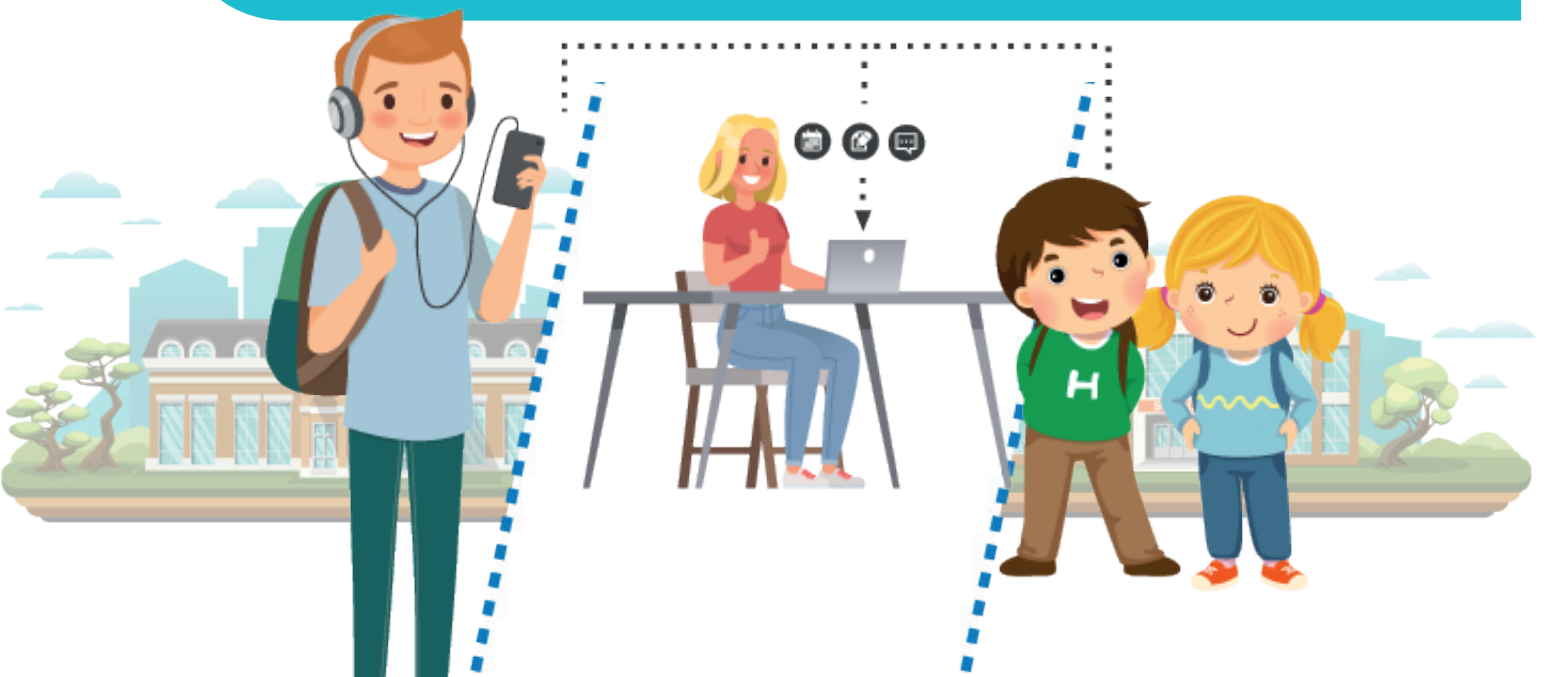
TARGET CLIENTELES

Parents

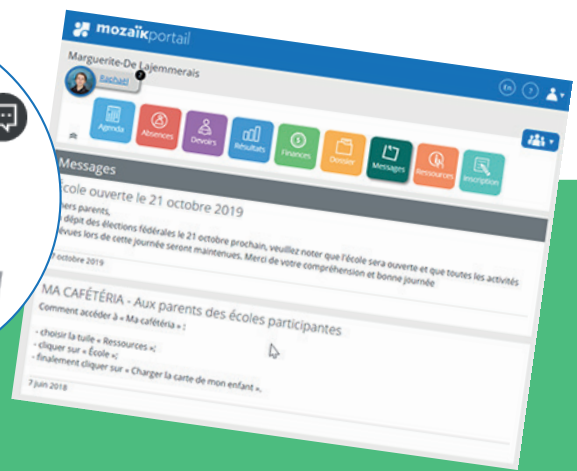
Parents were the first to benefit from Mozaik-Portal. The Parent Portal website—the version of Mozaik-Portal dedicated to parents—is an invaluable tool for maintaining relations with the school. The Portal ensures that all important information is available in one place.

BENEFITS FOR PARENTS

- **Save time and energy**
Every feature has been designed to make parents lives easier. They can quickly view information about each of their children, even if they attend different schools. They can also justify an absence with a few clicks and check their statement of account for daycare services at a glance.
- **Take advantage of centralized information**
Since Mozaik-Portal has all the information parents need about their child's school experience, it's easier for them to stay on top of things. Schedules, homework, report cards and academic results are just a few examples of what parents can access with Mozaik-Portal.
- **Communicate more easily**
Parents can communicate easily with their child's teachers and access information sent by the school and school board.



FEATURES DESIGNED FOR PARENTS



- Student record**
 Parents can view general information about their child's school experience, learning progress, school transportation and even their individualized educational plan, if one has been implemented. They can also use this section to contact their child's teachers.
- Timetable**
 Parents can use the timetable to view and download their child's schedule, as well as to display homework, assignments and detentions.
- Absences**
 With just a few clicks, parents can report an absence or justify one already recorded in the Portal. They can even do this in advance if they like.
- Homework**
 Parents have access to all of their child's homework and assignments. This allows them to stay on top of what their child has to do each day.
- Finances**
 This invaluable section displays account and tax statements for daycare services, as well as a list of school supplies.
- Messages**
 All general messages from the school and teachers are found on the message board.
- Resources**
 Resources (documents, videos and websites) shared by the school board, school and teachers are available here.
- Results**
 This section allows parents to view their child's report card and results by subject. Ministerial examination results are also posted here at the appropriate time.

REMINDER

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mParent *The perfect complement to the Parent Portal*

Parents now have a mobile application that makes their lives easier every day by keeping them connected with everything going on at school as information becomes available. Parents are automatically notified whenever something is posted to the Parent Portal.

This application allows parents to:

- Access the online Parent Portal more easily
- Receive notifications of interest
- View their child's message wall
- Report and justify absences

MPARENT IS THE PERFECT WAY TO STAY IN TOUCH WITH YOUR CHILD'S SCHOOL!



TARGET CLIENTELES

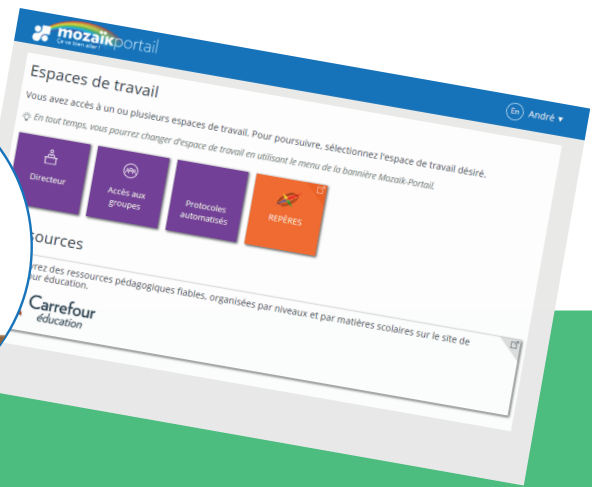
Principals

With the help of Mozaik-Portal, principals know what's going on in their school in real time. Dashboards show students' behavioural status and academic results at a glance. Principals can now easily access any student's record and monitor their progress with just a few clicks. All the information they need is at their fingertips.

BENEFITS FOR PRINCIPALS

- **Save time and energy**
Every feature has been designed to save principals time and energy. With the help of efficient communication with parents and students, automated OIM protocols and information shared rapidly by the Active Monitoring module, Mozaik-Portal makes the principal's job easier every single day.
- **Take advantage of centralized tools every day**
Student records, academic results, communications, Portal posts, behavioural monitoring; everything is available in one place.
- **Communicate more quickly and efficiently**
With just a few clicks, principals can communicate a range of information to every parent and student at the same time. They can also send messages to specific individuals and groups.
- **Monitor students easily**
Principals can use OIM to record and view observations and interventions about student behaviour and to share the information with other staff, parents and students.
- **Use school-wide dashboards**
Mozaik-Portal's Active Monitoring identifies which students deserve special attention. It even provides the principal with a picture of the school in real time. As soon as teachers enter results, the principal's dashboard is constantly updated with an accurate assessment of student success.





FEATURES DESIGNED FOR PRINCIPALS

- **Overall picture of the school**
To ensure that the principal has quick access to an overall picture of their school, Mozaik-Portal includes easy-to-use advanced tools such as dashboards, statistics and access to student records and monitoring.
- **Emails to parents and students**
Whenever necessary, the principal can easily send a message to a specific parent, preselected group of parents, student or preselected group of students.
- **Portal posts**
The principal can easily write and share a post (message of general interest) on the Portal, where it will be seen by all parents and/or students, or a specific group of students.
- **Student records**
The principal can quickly access the record of any student in the school. The record contains complete information about the student, including their general profile, academic results, schedule and behaviour.
- **Observation and Intervention Monitoring (OIM)**
With just a few clicks, the principal can access a student's record to directly record an observation or intervention. OIM makes it easy to view and compile behavioural information for all students.
- **Active Monitoring**
In addition to the version for principals, which provides an overview of the student body, Active Monitoring (offered in partnership with Optania) is able to understand, follow and help students throughout their school experience. Using individualized data about each student, the module produces immediate feedback, which is directly accessible to the principal.

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TARGET CLIENTELES

Support workers

Mozaik-Portal has similar interfaces for principals and support workers, including psychologists, resource teachers, special education technicians and non-teaching staff. The main difference is the scope of information available. Although principals have complete information about all students in the school, support workers have access to information about students who require their particular skills and follow-up (specifically identified students and/or groups).

BENEFITS FOR SUPPORT WORKERS

- **Save time and energy**
Every feature has been designed to save support workers time and energy. When it comes to communication with parents and students, automated OIM protocols and information shared rapidly by the Active Monitoring module, Mozaik-Portal makes a support worker's job easier every single day.
- **Take advantage of centralized tools every day**
Student records, academic results, communications, Portal posts, behavioural monitoring; everything is available in one place.
- **Communicate quickly and efficiently**
With just a few clicks, support workers can communicate a range of information to parents and students at the same time. They can also send messages to specific individuals and groups.
- **Monitor students easily**
Support workers can use OIM to record and view observations and interventions about the behaviour of students in their care and to share the information with other staff, parents and students.
- **Monitoring dashboards**
Mozaik-Portal's Active Monitoring identifies which students deserve special attention. It even provides support workers with a picture of their students in real time. As soon as teachers enter results, the dashboard is constantly updated with an accurate assessment of their students' success.





FEATURES DESIGNED FOR SUPPORT WORKERS

- **Overall picture of your students**

To ensure that support workers have quick access to an overall picture of their students, Mozaik-Portal includes easy-to-use advanced tools such as dashboards, statistics and access to student records and monitoring.

- **Emails to parents and students**

Whenever necessary, support workers can easily send a message to a specific parent, pre-selected group of parents, student or preselected group of students.

- **Portal posts**

Support workers can easily write and share a post (message of general interest) on the Portal, where it will be seen by all parents and/or students, or a specific group of students.

- **Student records**

Support workers can quickly access the record of any student under their care. The record contains complete information about the student, including general profile, academic results, schedule and behaviour.

- **Observation and Intervention Monitoring (OIM)**

With just a few clicks, support workers can access a student's record to directly record an observation or intervention. OIM makes it easy to view and compile behavioural information for all their students.

- **Active Monitoring**

In addition to providing support workers with an overview of the students they monitor, Active Monitoring (offered in partnership with Optania) is able to understand, follow and help students throughout their school experience. Using individualized data about each student, the module produces immediate feedback, which is directly accessible to the principal.

REMINDER

It is important to contact the information technologies department of your educational organization if you do not have access to all the features described here. The department decides which features to activate, so don't hesitate to contact its staff.

STUDENTS

General education for young people



MY PROFIL

View educational information

Display course selections

Email the homeroom teacher



MY COURSES

View subjects and results

View assignments, in-class activities and homework

Access course-related resources



MY SCHOOL LIFE



- ▷ Display my schedule
- ▷ Download my schedule
- ▷ View absences and late arrivals
- ▷ View assignments to do (in class or at home)



Consult school transportation



- ▷ View report cards and the fall progress assessment
- ▷ Display report cards from previous years



View messages shared by the:

- ▷ SSC or SB
- ▷ School
- ▷ Teacher



View the latest results



Display weekly assignments



RESOURCES

Access resources shared by the:

- ▷ SSC or SB
- ▷ School
- ▷ Teacher

Office 365



Email the teacher



Teacher's collaboration with students



Share private files with the teacher



NEED TO TALK?

Module for reporting incidents of bullying



STUDENTS

General adult education and vocational training



MY PROFIL

View educational information



MY SCHOOL LIFE



- ▷ Display my schedule
- ▷ View my course program



Save or cancel schedule parameters



View messages shared by the:

1. SSC or SB
2. Training centre
3. Teacher



ACADEMIC PROGRAM

Display my training profile

Display my results

Display my absences and late arrivals



RESOURCES

Access resources shared by the teacher

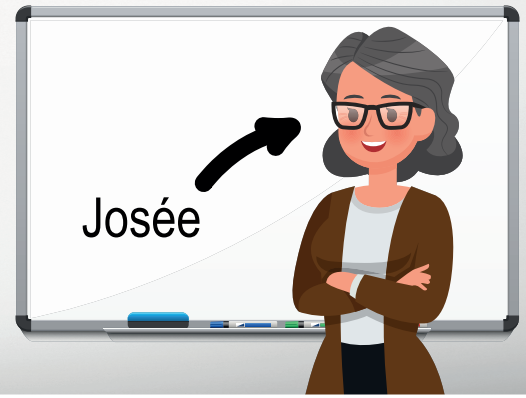





FINANCES


View and download tax statements


TEACHERS








General adult education and vocational training






 SCHEDULE	
	View my schedule
	Record attendance and late arrivals

 MY DATA	
POST HISTORY	<ul style="list-style-type: none"> ▸ View my posts ▸ Delete my posts
MY RESOURCES	<ul style="list-style-type: none"> ▸ Manage my resources ▸ Share resources with my students
MY MONITORING EVENTS	Monitor active events

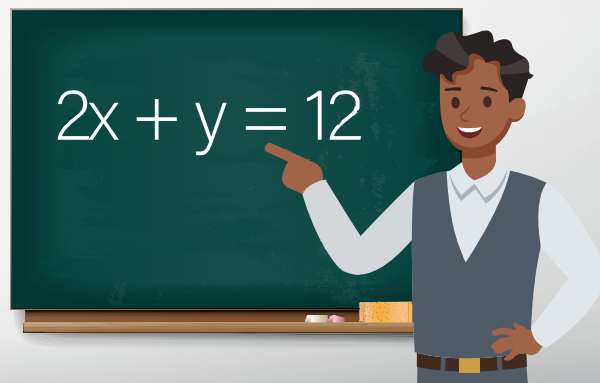
 RESOURCES	
<ul style="list-style-type: none"> ▸ Access resources shared by the: <ol style="list-style-type: none"> 1. SSC or SB 2. Training centre ▸ Manage my resources ▸ Share resources with my students ▸ Useful links to applications/websites/platforms I have chosen to bookmark (e.g., Office 365) 	
Access TOSCA.net	



 MY GROUPS	
 EMAIL	Email all my groups or selected students
 POST	Post a message on the Portal to all or some of my groups
 MY STUDENTS	<ul style="list-style-type: none"> ▸ View a class list ▸ Create/modify the seating plan ▸ View a student record ▸ Print the class list or seating plan
 EVALUATION	Enter results of evaluated activities
 PORTRAIT	OIM (Observation and Intervention Monitoring) <ul style="list-style-type: none"> ▸ Record an observation/intervention in an adult student record ▸ View observation and intervention reports
 RESOURCES	Manage the resources I share with my group of students




 Office 365	
 	Communication with students


TEACHERS










General education for young people












	Take our training
	View free help videos

 SCHEDULE	
	View my schedule
	Record attendance and late arrivals

 MY DATA	
COURSE PLANS	Create and assign in-class activities, assignments and homework
POST HISTORY	<ul style="list-style-type: none"> ▸ View my posts ▸ Delete my posts
COMMENT BANK	Enter messages and comments
MY RESOURCES	Manage my resources
MY MONITORING EVENTS	Monitor active events

 	
   	Collaboration with: <ol style="list-style-type: none"> 1. The SSC or SB 2. The school 3. Other teachers 4. Students
  	Share files: <ol style="list-style-type: none"> 5. Teacher to students 6. Between teachers 7. Between the teacher and the SSC or SB 8. Between the teacher and the school

 MY GROUPS	
 EMAIL	Email parents of all my groups or of selected students
 POST	Post a message on the Portal to all or some of my groups of students and their parents
 MY STUDENTS	<ul style="list-style-type: none"> ▸ View a class list ▸ Create/modify the seating plan ▸ Email parents and/or students in the group ▸ Record an observation/intervention ▸ Print the class list or seating plan
 PLANNING	<ul style="list-style-type: none"> ▸ Edit the group's annual educational planning ▸ Add or edit activities (activities, homework, assignments or evaluations)
 ÉVALUATION	<ul style="list-style-type: none"> ▸ Enter results of evaluated activities ▸ Enter results and comments for the report card ▸ Enter results for compulsory examinations
 PORTRAIT	Active Monitoring/Virtual assistant <ol style="list-style-type: none"> 1. Overview of the group evaluation 2. Evaluation details by student OIM (Observation and Intervention Monitoring) <ul style="list-style-type: none"> ▸ View observation and intervention reports
 RESOURCES	Manage the resources I share with my group of students (and their parents)

 RESOURCES	
<ul style="list-style-type: none"> ▸ Access resources shared by the: <ol style="list-style-type: none"> 1. SSC or SB 2. School ▸ Useful links to applications/websites/platforms I have chosen to bookmark (e.g., Office 365, Carrefour éducation, GPI-Internet, Alloprof) 	

PRINCIPALS AND SUPPORT WORKERS

General education for young people



SEARCH FOR A STUDENT

- ▷ Search for a student by name, student number or permanent code
- ▷ View a student record



Profile	Evaluation	OIM	Schedule	Attendance
				

ACTIVE MONITORING

Active Monitoring/Virtual assistant

- ▷ Overview of evaluation
 1. All students in the school for the principal
 2. All students under the responsibility of a support worker
- ▷ Evaluation details by student

COMMUNICATIONS

 EMAIL	Communicate with: <ul style="list-style-type: none"> ▷ Parents ▷ Students ▷ Employees
 POST	Post a message on the Portal (students and parents)
POST HISTORY	View my posts
	Delete my posts

OBSERVATION AND INTERVENTION MONITORING (OIM)

OIM (Observation and Intervention)





View observation and intervention reports





- ▷ For the school
- ▷ For a student

MY DATA


MY MONITORING EVENTS	View recent monitoring events
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	<ul style="list-style-type: none"> ▷ View information about a student and their subjects, school transportation and individualized education plan ▷ Contact teachers
	<ul style="list-style-type: none"> ▷ View the schedule ▷ Display homework and assignments ▷ Display the student's detentions ▷ Download the schedule
	<p>Display homework and assignments</p>
	<ul style="list-style-type: none"> ▷ View all communications with the: <ul style="list-style-type: none"> • School board • School • Teacher ▷ Display the student's detentions ▷ View memos and alerts

	<p>Report and justify a student's absences and late arrivals</p>
	<p>Display account statements from day-care services and/or the school</p>
	<p>Display resources and files shared by the:</p> <ul style="list-style-type: none"> ▷ SSC or SB ▷ School ▷ Teacher
	<ul style="list-style-type: none"> ▷ View results by subject ▷ View ministerial examination results (at the appropriate time) ▷ View the report card

FREE MOBILE APPLICATION

	<ul style="list-style-type: none"> ▷ Receive notifications ▷ Access the Parent Portal ▷ View the message wall ▷ Report or justify an absence
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Carrefour
éducation

Free validated educational resources
carrefour-education.qc.ca

Making life **easier!**



REPÈRES
A GRICS product





Helping students make informed
career choices
reperes.qc.ca



BIM


Turnkey solutions for your
evaluation needs
bimenligne.qc.ca

Information in student records Access rights by role

		Principal	Homeroom teachers	Specialists	Psychosocial support workers	Psychological support workers	Non-teaching support workers	Teachers who do not teach the student
 Profile	Contact	✓	✓	✓	✓	✓		
	Date of birth	✓						
	Permanent code	✓						
	Student number	✓	✓	✓	✓	✓	✓	✓
	Group	✓	✓	✓	✓	✓	✓	✓
	Teacher	✓	✓	✓	✓	✓	✓	✓
	Individualized education plan	✓	✓		✓	✓		
	Transportation	✓	✓					
 Evaluation	Results by subject section, competency or term	✓	✓	✓	✓	✓		
	Final result	✓	✓	✓	✓	✓		
	Group average	✓	✓	✓	✓	✓		
	Report card in PDF format	✓	✓					
	Active Monitoring (optional)	✓	✓	✓	✓	✓		
 Schedule	Class	✓	✓	✓	✓	✓	✓	✓
	Subject section	✓	✓	✓	✓	✓	✓	✓
	Time	✓	✓	✓	✓	✓	✓	✓
	Room	✓	✓	✓	✓	✓	✓	✓
	Teacher	✓	✓	✓	✓	✓	✓	✓
	Absence indicator	✓	✓	✓	✓	✓		
	Evaluations and homework	✓	✓	✓	✓	✓		
	Detentions	✓	✓	✓	✓	✓		
 Attendance	Type	✓	✓	✓	✓			
	Reason	✓	✓	✓	✓			
	Class	✓	✓	✓	✓			
	Period	✓	✓	✓	✓			
	Term	✓	✓	✓	✓			

Access by default to OIM – by role

		Principals	Homeroom teachers	Specialists	Psychosocial support workers	Psychological support workers	Non-teaching support workers	Teachers who do not teach the student	Parents	Students
Observations	Positive behaviours	✓	✓	✓	✓	✓	✓	✓	✓	✓
	Behaviours to be monitored	✓	✓	✓	✓	✓	✓	✓		
	Behaviours to be modified	✓	✓	✓	✓	✓	✓	✓		
	Serious behaviours	✓	✓	✓	✓	✓	✓	✓		
Interventions		✓	✓	✓	✓	✓	✓	✓		

 Limit access to my observations / interventions

Automated protocols

This Mozaïk-Portal feature informs targeted support workers of situations based on observations recorded in the OIM module so that they can intervene with the students concerned.