

## **User Guide to update parent profile**

- 1) Visit [www.brightriders.ae](http://www.brightriders.ae) and click on the “Portal” option available on the homepage
- 2) On the login page enter the **Parent id** and the **password** and you can view the home page as below:



The screenshot shows a dashboard with the following tiles:

- Sibling**: 1
- School Calendar**
- News**: KG1, KG2, 03-02-2016, Reports On Field Trip To Khalifa Park
- Gallery**
- Grade 1 To 12**: 26-05-2016, E-Waste Disposal Project At Brs



The screenshot shows a dashboard with the following tiles:

- Email**: vinuthashetty98@yahoo.com, 30-04-2017, Consent Form For Abu Dhabi International Book Fair On 2 May, 2017, 22
- Communication**: No Communication Details Available
- School Website**
- Online Admission**
- Download Center**

3) On clicking as shown above, a panel from right side will be loaded as shown below.

Click on "Edit profile" to update parent's contact number, address, email id



The main dashboard consists of several colored tiles: a blue 'Sibling' tile with a person icon and a green '1' badge; a green 'School Calendar' tile with a calendar icon; a red 'KG To Grade 12 Annual Day Report' tile with a calendar icon and date '05-10-2015'; a blue 'Gallery' tile with a photo icon; a purple 'News' tile with a document icon; and a purple 'GRADE 6,8 AND 9' tile with a calendar icon and date '30-04-2017', containing the text 'Consent Form For Abu Dhabi International Book Fair On 2 May, 2017'.

This section shows a user profile menu on the right and a secondary dashboard on the left. The menu, on a dark teal background, includes: 'Profile' (person icon), 'Edit Profile' (pencil icon, highlighted with a white box and 'Click Here' text), 'Customize Layout' (eye icon), 'Change Password' (key icon), and 'Logout' (exit icon). The secondary dashboard on the left includes: a green 'Email' tile with 'vinuthashetty98@yahoo.com', date '30-04-2017', and 'Consent Form For Abu Dhabi International Book Fair On 2 May, 2017', with a purple '22' badge; a purple 'School Website' tile with a grid icon; a yellow 'Online Admission' tile with a person icon; and a teal 'Download' tile with a document icon.