Accessing NIS School Reports in Managebac

From school year of 20-21 and on, you can find school reports in our Managebac system. Below are the steps to find school reports in our Managebac system:

    1.Login to NIS Managebac: *https://nanjing.managebac.cn/login*

        a.*If you can't remember your username and password, click on the "Forgot Password" link, type in the email address you use with NIS and follow the directions in that email.*

2. Once logged into Managebac, find the **Menu** (click on it to expand it so you can see the labels) on the top corner, then go to the "**Reports**"
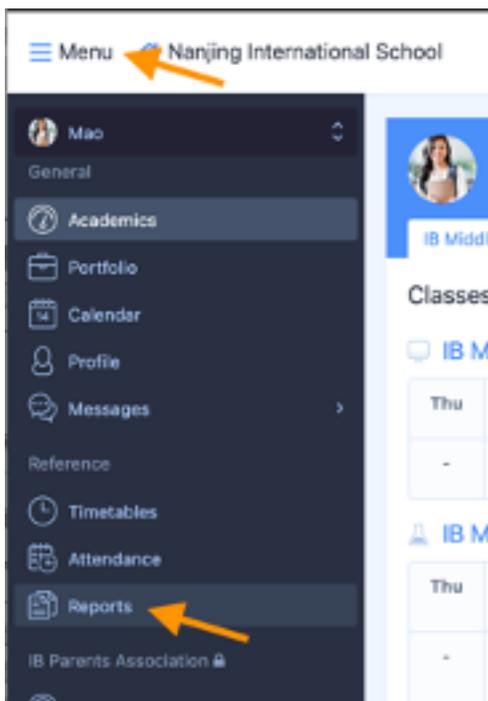
3. Click on the Report to open it in the browser or download it.
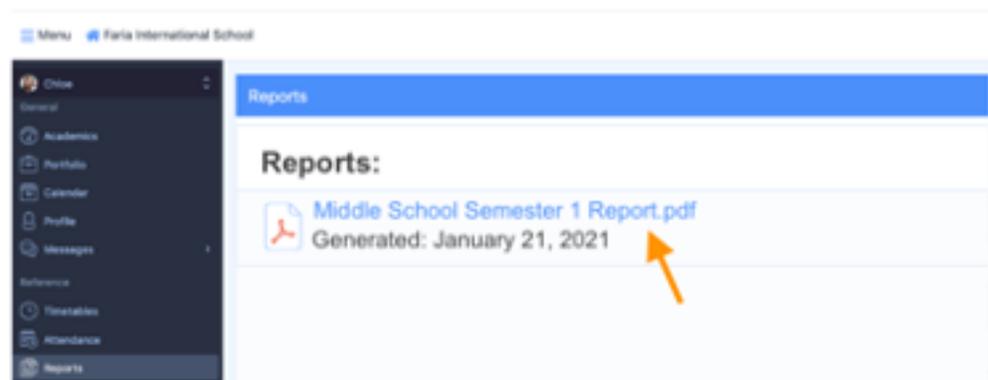
    4. Please note: You will get an email notification when the report has been published. Please send us an email with any questions: it-help@nanjing-school.com