

1 Install App



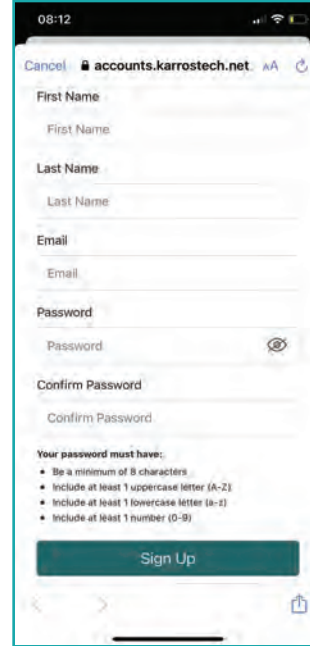
Find the Edulog Parent Portal app in the Google Play Store or iOS App Store and install. Look for the teal Edulog icon. You can also use the QR code provided in #2.

2 Sign Up



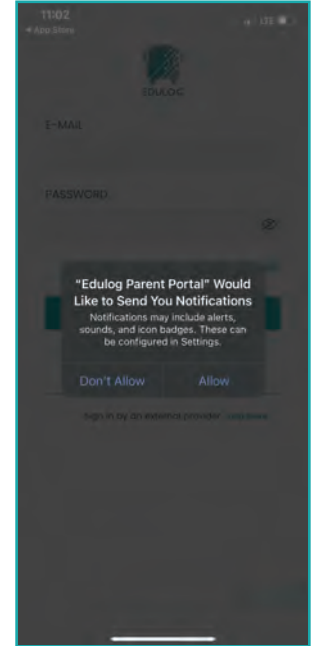
Scan the QR code with your smart phone to install the Edulog Parent Portal App. Once the app is installed, tap on "Sign Up" at the Login Screen. "Tap Here" if your school district tells you to sign on through your district provider.

3 Registration



Add your First and Last Name. Enter your Email. Enter and Confirm a Password. Then tap on "Sign Up."

4 Enable Notifications

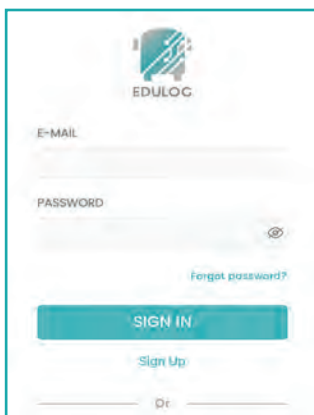


Allowing notifications will be useful when it comes to tracking your student's bus location. This can always be adjusted in your phone's settings.

5 Verification

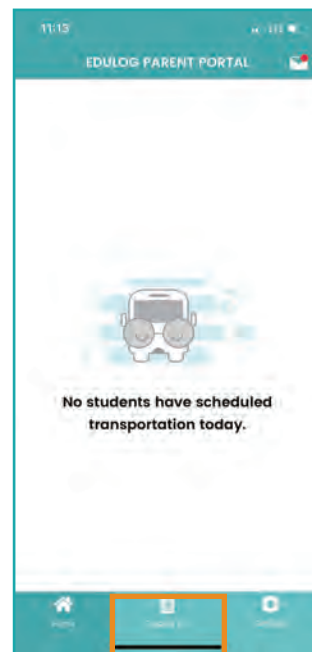
You will receive a message: Registration successful! Please check your email from no-reply@edulog.com to confirm your email address.

6 Sign In



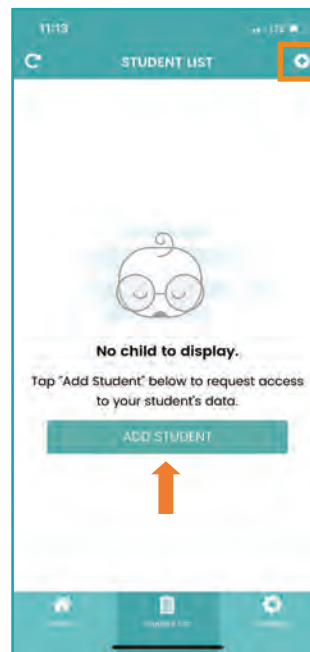
Enter your email. Enter your password. Select "Sign In".

7 Students



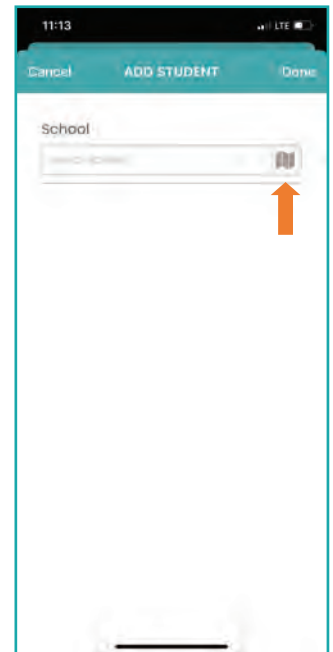
Student Transportation will not be listed yet. Go to "Student List" in the menu at the bottom of the app.

8 Add Student



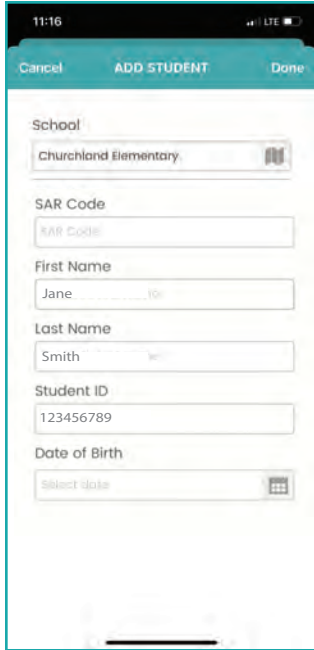
Tap on ADD STUDENT. Additional students can be added using the + icon at the top right.

9 Find School



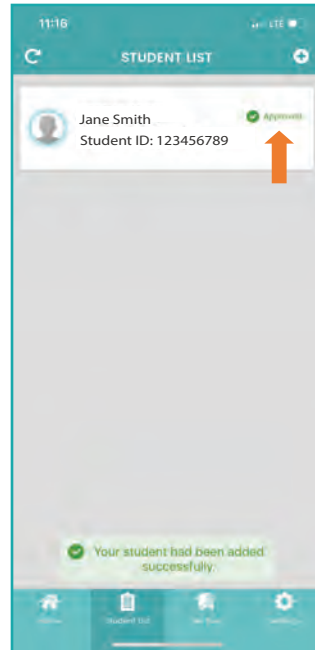
Enter the name of the student's school or find it using the map icon. Then confirm that you have selected the right school from your school district.

10 Add Student



Enter the data requested, which may include a school district Student Access Request (SAR) code, name, Student ID, and Date of Birth. Then press "Done."

11 Approval



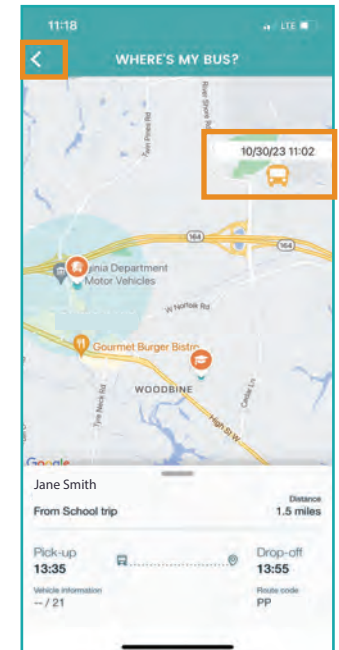
The student will display as **Approved**. If **Pending**, the information you entered did not match. To try again, swipe left on the student's name to delete this request, then ADD STUDENT.

12 Student Detail



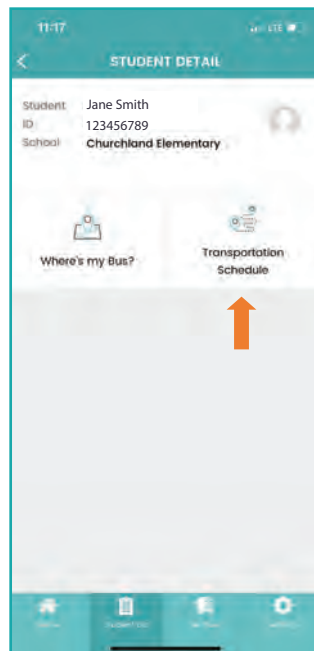
When you select the name from the student list, student detail information will appear. To view the bus information, tap on "Where's My Bus".

13 Where's my Bus?



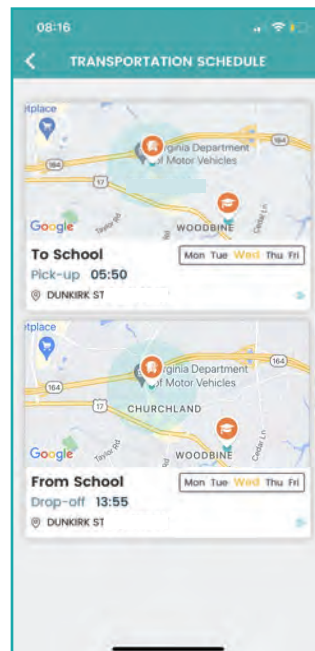
The school, upcoming stop, and bus will be shown on the map with trip information below. To go back, select the back arrow. The time stamp shows when this bus last reported a GPS location. The district may restrict if and when the bus location is shown.

14 Student Details



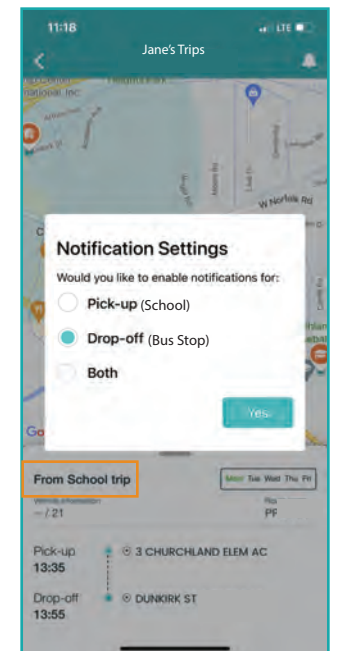
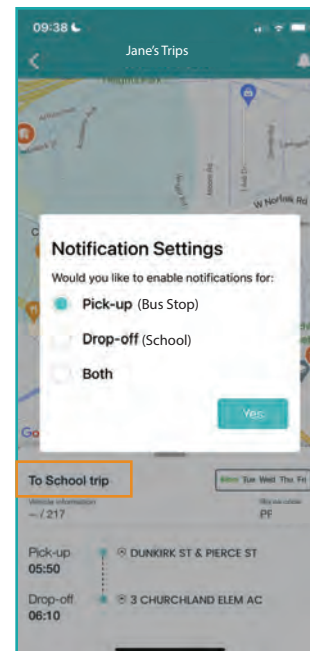
To see bus stop location and planned times, select "Transportation Schedule"

15 Transportation Schedule



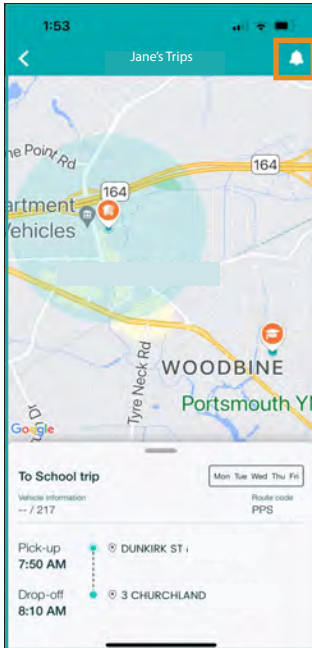
When selecting Transportation Schedule, the To-School Pick-up time and the From-School dropoff time is shown. Select one of the tiles to see more details.

16 Notification Settings To School & From School



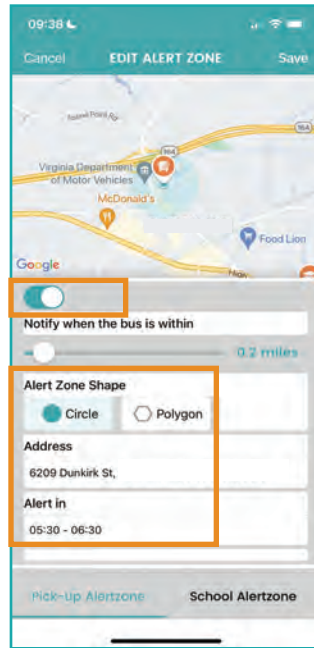
You can select when you would like to receive bus arrival notifications. Most parents select "Pick-Up" for the To-School trip and "Drop-Off" for the From-School trip. Some parents choose to receive notifications when the bus is approaching the school for the To-School trip. Note: The "Pick-up" notification at the school for the From-School trip may not be available for your school district.

17a Alert Zones



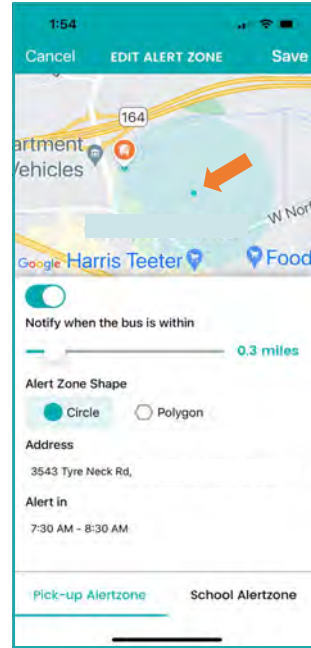
To modify notification settings, select the bell icon.

17 b



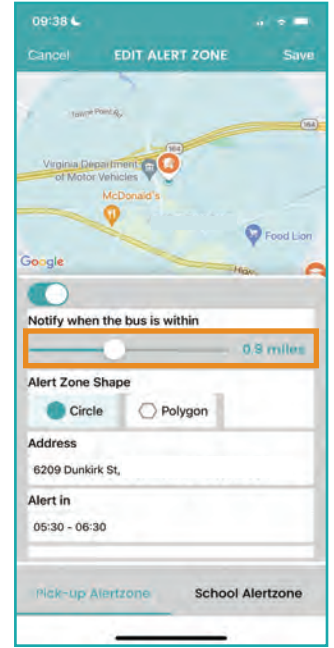
This is where you can set the time, distance, and center of your alert zone.

17 c



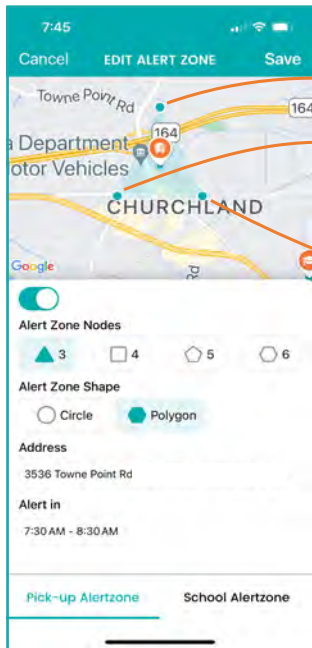
You can move the CENTER of your CIRCLE alert zone by tapping on the screen, then "Save". In the example, the bus is coming from the east and the parent does not want to receive notifications when the bus passes by on the main roads.

17 d

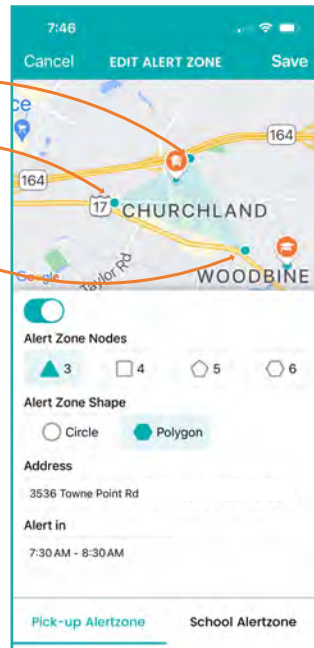


When selecting a Circle, you can also adjust the radius. After setting the alert zone circle's center and radius, you can make changes to your notification zones into a polygon with 3, 4, 5, or 6 points.

17 e

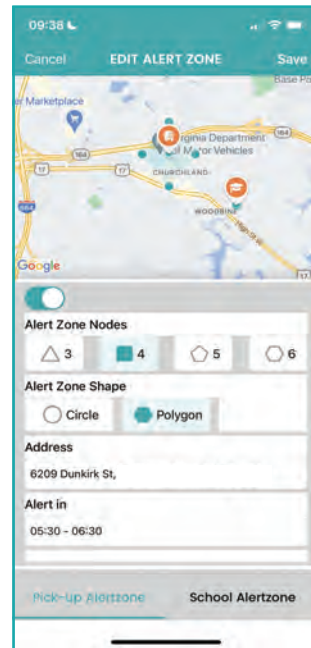


17 f

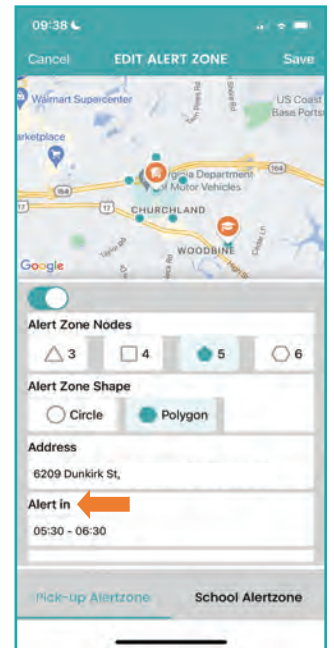


When selecting "Polygon" you can choose from a 3, 4, 5, or 6-sided area. You can move the individual points (nodes) to customize the alert zone to include some areas and exclude some areas. Press a node point for a second or two then move it to the desired location and "Save". Above you see the points of the 3-sided polygon in 17e moved to create a custom alert zone shown in 17f, designed so that the parent will not receive notifications when their bus travels the adjacent highways.

17 g

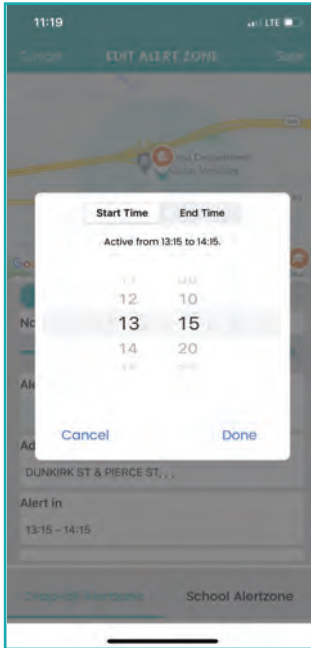


17 h



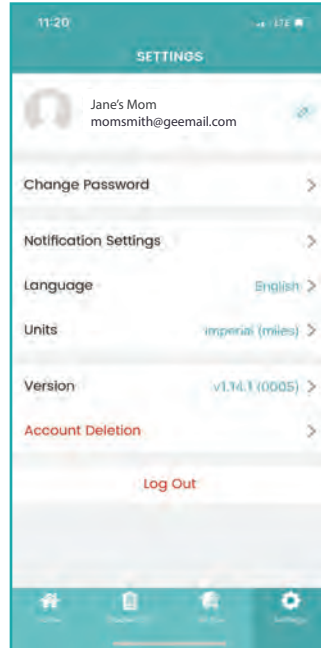
After setting your Alert Zone circle and radius, set the Alert time by tapping on "Alert in".

17 i



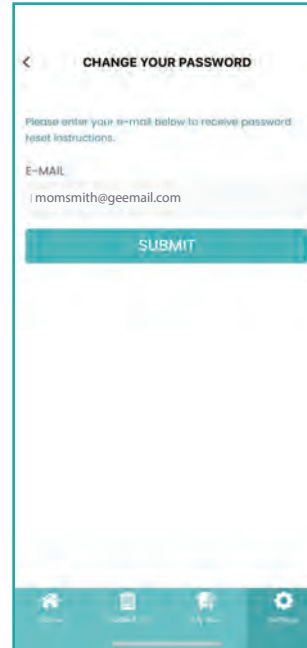
Choose a Start Time and End Time during which you will receive notifications that the bus has entered the Zone. Then select "Done". Be sure to select "Save", to save the Alert Zone.

18 Settings



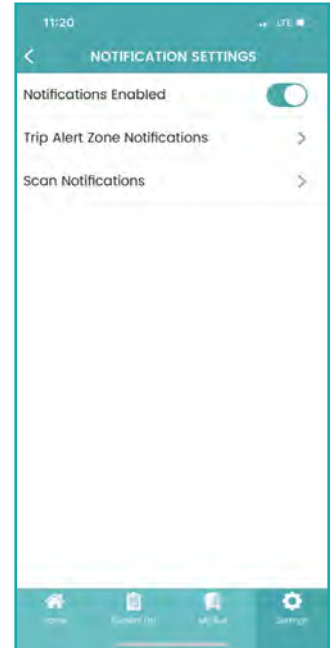
In the main menu, tap on "Settings." Here you can change your password, set notifications, choose your language, select units, and check for updates.

19 Change Password



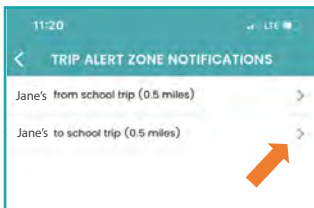
Select Change Password in Settings to change your password and "Submit". Then check your email from support@edulog.com.

20 Notifications

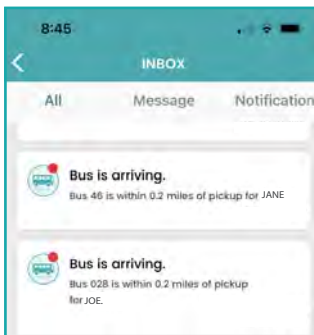


Enable notifications by tapping on the slide button. This will take you to your phone notification settings.

21 Trip Alert Zones

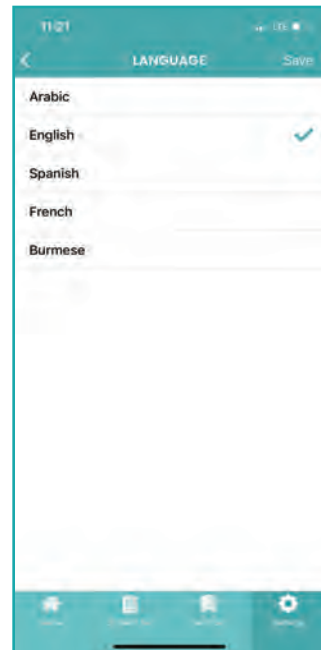


When selecting Trip Alert Zone Notifications, you can see each Alert Zone Radius. Select ">" to modify.



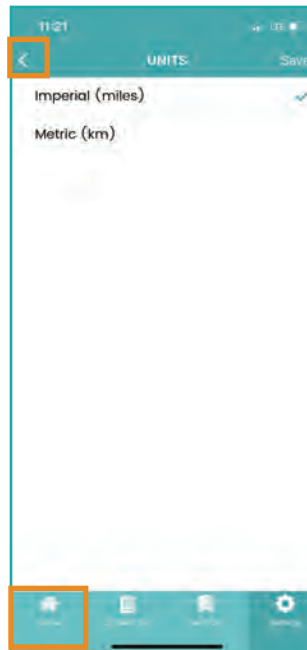
This is an example of Alert Zone push notifications when the bus enters the alert time.

22 Language



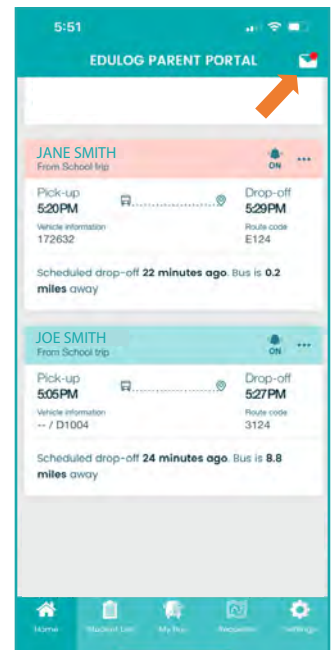
Tap on "Language" in Settings to select your language and "Save".

23 Units



When selecting "Units" in the Settings screen, you can select Miles or Kilometers and then select "Save". To get back to the main menu, choose the back arrow. Then select "Home".

24 Home



On the Home tab you will see upcoming trip information. Pink indicates the bus is near. Also, you will find the In Box where your notifications and messages are stored.