



Tieto Edu, app for legal guardians with children in preschool and school

The Tieto Edu app is available for download on mobile and tablet for both the App Store and Google Play. The login to the Tieto Edu app is done with the help of BankID. If you want to access the Tieto Edu app via computer, you can find a link at www.kristianstad.se/skolsystem.

On the start page you see your child/children along with the common functions. If you have several children, you swipe left to navigate to an individual child. When your child turns 18, you will no longer see your child in the app.

Under the menu settings at the top right you can choose between Swedish or English.

Contact details

Under the menu settings at the top right you can choose "My contact information", where is your address based on the population register will be shown. It is important that you enter the current phone number and e-mail to keep contact information updated.

Absence management

Absence is a function where you can report the absence and see the reported absence for one or more of your children. It is important that you report the absence in the Tieto Edu app before the child's activity begins. It is only possible to report the absence for the same today or the day after.

When you choose absence, there are three choices as shown below

- **Absence report**, here you can report one or more of your children's absence. If you go through the start page (all children) you will have the choice to mark which children that you want to report as absent or go through the individual child.
- You as a legal guardian should add in the absence either for full day, (choose today or tomorrow) or part of the day (timed) where you choose the date and current time. Timed absence should be used for e.g. doctor's visits. Then select send absence. A confirmation is shown that the absence is now registered. If your child is still ill, the absence notification must be done every day until your child is back. In case of full-day absence, the absence should be reported at both the school and the after-school activity. Should it only apply to the after-school activity, then choose time-limited and enter the time that the child would have been at the after-school activity.
- **Notified absence** here you see what you as a guardian put in for absence. You can also enter here and delete (press the trash bin) the reported absence if something has gone wrong, provided that the opportunity has not occurred.



- **Reported Absence** Here you can see what the school has reported about your children. Here you can also see any late arrivals and invalid absence.

School schedule

Here is shown the school schedule for your child who has a placement in school. Today's date is displayed with school subjects and time for each lesson. You can press further to see other days or weeks (coming or previous weeks).