

The Tieto Edu app replaces Vklass - special information regarding leisure time centre (fritidshem)

The 9th of August we leave Vklass and change to Tieto Edu. At <https://kommun.vetlanda.se/edu> you find instructions for how to use the app. The page can be translated via Google Translate.

If you for special reasons do not have BankId, you need to contact your school. They have routines for things handled in the app.

The lunch menu for preschool and school is now found at <https://kommun.vetlanda.se/skolmat>

DOWNLOAD THE APP

Download the app "Tieto Edu" for free from Google Play or the App Store. You log in with BankId.

If you do not find the app - check that your Google Play is set to Sweden.



SET THE SCHEDULE

You set your schedule in the Tieto Edu app. See instructions further down in the letter.

You can repeat the schedule if you want it to be the same for several weeks, and you can copy the schedule to any siblings.

You can also register a schedule via the e-service " Barnomsorg, registrera schema" which you can reach via <https://sjalvservice.vetlanda.se/schema> , but it is easier to do it in the app. If you use the app, you will also receive notifications, for example when the schedule is to be renewed.

REPORT ABSENCE

From 9 August, you as a guardian report absence in the Tieto Edu app.

If you do not have possibilities to use the app, or if you don't have a mobile BankID, you report absence directly to the school by phone.

When you as a guardian report absence via Tieto Edu, staff at both the school and the leisure time centre will see this.

LEISURE TIME CENTRE- ATTENDANCE REGISTRATION

The staff will digitally mark in Tieto Edu when your child is present (coming / going) at the leisure time centre. You can take part of this in Tieto Edu, under Child Schedule / Schedule Overview.

MESSAGES

Written communication with the school will mainly take place through the app Tieto Edu. As a guardian, you can send and receive secure messages directly to / from your child's educator / educators.

NEWS

The school will write general information. You can find it in Tieto Edu under "News". You cannot reply to news.

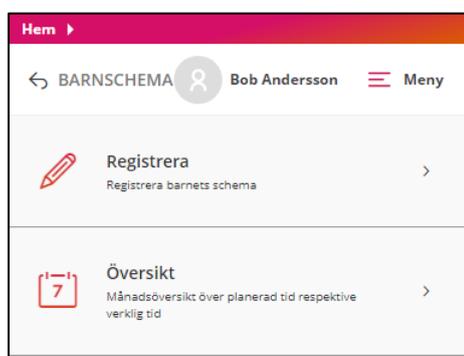
Instructions for schedule and absence in Tieto Edu

Set the schedule

Film with instructions: <https://www.youtube.com/watch?v=2tSMw-VTu7w>

You can also register a schedule via the e-service " Barnomsorg, registrera schema" which you can reach via <https://sjalvservice.vetlanda.se/schema>, but it is easier to do it in the app. If you use the app, you will also receive notifications, for example when the schedule is to be renewed.

1. Launch the "Tieto Edu" app (or e-service) and log in with your BankID
2. Select which child you want to register a new schedule for. (Schedule must be registered for all children)
3. Click on "Barnschema" (Child Schedule) and then "Registrera"



4. Select the week for the first day you want to register a new schedule.

5. Enter the times you apply for childcare for each day.

BARNSCHEMA
Noah

2.MariaBjörkbackens förskola - Freja
Placeringsperiod: 2017-10-01 -

Maj 2018

v.18 v.19 v.20 v.21 v.22

Ledig hela veckan

Mån 7/5 hh:mm - hh:mm + -

Tis 8/5 hh:mm - hh:mm + -

Ons 9/5 hh:mm - hh:mm + -

Tors 10/5 hh:mm - hh:mm + -

Fre 11/5 hh:mm - hh:mm + -

Obestämd tid

Total tid: 0h 0min

Återställ vecka 19 Upprepa vecka 19

Bekräfta ändrade schemaveckor

6. If you want to add the same schedule for more weeks (maximum 20 weeks) click on "Upprepa vecka..." (Repeat week...), and then select which week (s) you want to copy it to.
7. Click on "Bekräfta ändrade schemaveckor" (Confirm changed schedule weeks)
8. Click on "Skicka in" (Submit).
In this step, you can also copy the schedule to siblings (Kopiera schema till syskon).

BARNSCHEMA
Noah

Ändrade schemaveckor

2.MariaBjörkbackens förskola - Freja

v.19 17h 0min Dölj tider ▲

Mån 7 Maj 07:00 - 16:00

Tis 8 Maj 06:00 - 14:00

Ons 9 Maj Ledig

Tors 10 Maj Ledig

Fre 11 Maj Ledig

Obestämd tid

Dag 0h 0min

Natt 0h 0min

Kopiera schema till syskon

Befintliga scheman kommer att ersättas med ovan schema för de valda syskonen per öppning / stängningstid för vald placering

Theo Ingen placering för schemaperioder

Tillbaka Skicka in

Report absence

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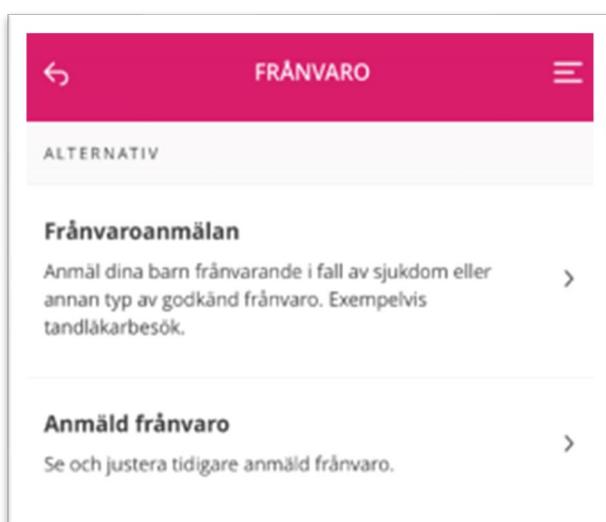
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If you have children in school and leisure time centre, you make ONE report - it is seen by both school and leisure time centre.



Instruction - Absence notification

1. Launch the app "Tieto Edu" and log in with your BankID.
2. Press "Frånvaro" (Absence) and then "Frånvarooanmälan" (Absence report).



3. Select period

- Select **Heldag** (full day) if you want to report absence for a whole day, for example in the event of illness.
(It is possible to report for the current day and for tomorrow. If the child is ill for several days, you must make a new report of absence.)
- Select **Tidsbestämd** (a certain time) for individual hours, for example during a dental visit.



4. Press "**Skicka frånvaro**" (Send report).

See reported absence

You can go to Frånvaro/Anmäld frånvaro (Absence / Reported absence). There you can see and adjust previously reported absence.