Dexter for guardians

What is Dexter?

Dexter is a system for communication between schools and homes. A large part of the information which is normally found at the school office is made available online.

Guardians of pupils in Östersund Municipality's compulsory schools will get an account in Dexter. After logging into the system you can view general information about the school and specific information on your child. The system is managed by different roles and levels of authorisation so you can only access information which is relevant for you specifically.

What you can do in Dexter

- Submit notification of illness
- View schedule
- View absence summary
- View documentation on development in subjects
- View class list, personnel list, etc.

Login

You can login to Dexter via the following address. (The link is also available at ostersund.se)

ostersund.dexter–ist.com

Enter the username and password which was sent to you. After logging in you will see shortcuts on the desktop for the administrative area and in the dropdown list you can choose for which child you want to submit a notification of illness or view the schedule.

::Välkommen

Välkommen till Dexter, Agneta!
För att se din egen personliga information, välj ett barn och använd länkarna nedan.

Linnéa, Norrekaskolan

➥ **Anmäl frånvaro**   ➥ **Betygsvisning**
➥ **Elevkort**   ➥ **Frånvaro**
➥ **Grupplistor**   ➥ **Individuella val**
➥ **Klasslista**   ➥ **Mentorlistor**
➥ **Nationella prov**   ➥ **Personallista**
➥ **Schema - elev**   ➥ **Schema - lärare**

Max, Sturegymnasiet

Data Protection Act (*Personuppgiftslagen*, PUL)

Dexter displays information from the school's system for pupil register. This registers information which the school requires for its exercise of authority, for example, address, grade catalogue and guardians.

The data protection officer at the Children's and Educational Administration responsible for the system and pupil registration is:
Martin Westin, 063-14 30 00

Notification of absence

Absence can be reported either online in Dexter after logging in or through the mobile app, Dexter. For submitting notification of illness, you only select the reason notified absence and date and click on *Save (Spara)* and the mentor and the pupil's teacher can see that the pupil has valid absence that day.

::Registrera anmäld frånvaro

Namn:	Linnéa Anell	**Visa frånvaro under läsåret**
Klass:	6A	
Födelsedatum:	031103	

Anmäl frånvaro

Orsak	Startdatum	Tid(HH:mm)	Slutdatum	Tid(HH:mm)	Anmärkning
✓ Välj orsak	2016-06-02		2016-06-02		

Frånvaroanmälan					Spara Avbryt

You have the option of notifying absence for a part of the day.
If you happen to register incorrectly, you can delete the registration as long as the teacher has not registered the lesson yet.

Contact details

You can change the telephone number and e-mail address by clicking on *My profile (Min Profil)* and *Change contact details (Ändra kontaktuppgifter)* in the menu.

The mobile number is particularly important for functioning of the SMS notification of unauthorised absence.

Address details are obtained from the national registration and cannot be changed directly in Dexter.

You can also choose if and how you want to be notified if your child has unauthorised absence from a lesson.

::Mina kontaktuppgifter

Här kan du uppdatera dina personliga adressuppgifter och familjeförhållanden så att informationen alltid är aktuell.

c/o-adress:

Utdelningsadress:
Öringsvägen 5

Postnummer: Ort:
264 07   NORREKA

Tel. hem:
0101-264 07

Tel. mobil:
070-123 45 67

Tel. arbete:
0101-14 34 56

E-postadress:
förnamn.efternamn@epost.nu

Upprepa e-postadressen (görs vid ändring):

Övrig information: (256 tecken kvar)

Bekräfta   Avbryt

::Notifieringsinställningar

☑ Skicka SMS: när frånvaroanmälan görs via talsvar och vid ogiltig elevfrånvaro
☑ Skicka e-post: när frånvaroanmälan görs via talsvar och vid ogiltig elevfrånvaro

Ok   Avbryt

Change password

You can change your password when you are logged into Dexter. Select *My Profile (Min Profil) -> My Profile (Min Profil)* in the menu. Choose a password consisting of at least 6 characters containing both letters and numbers. Do not use å, ä or ö in the Dexter app for absence as these are not approved characters.

At the same time, set the free date display for the absence. This allows you to look at your absence retroactively and set your absence between specific dates instead of fixed weeks.

::Personuppgifter

Namn:	Agneta Anell	**Ändra lösenord**
E-postadress:		
Användarnamn:	agneta.anell	

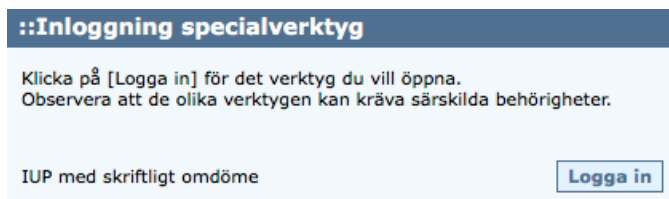○ Välj fri datumvisning för frånvaro
○ Välj veckovisning för frånvaro

Ok

Judgement and dialogue documentation

Dexter contains the overall documentation of all subjects and parent-teacher meetings. The documentation is saved throughout the child's compulsory school years. As a guardian you can

access the information which educationalists publish at any time. To access the documentation , select *Parent-teacher meeting* (Utvecklingssamtal) in the menu. Here you will find *Judgement and dialogue documentation CS (Omdöme & samtalsdokumentation GR)*.

You need to click on login in order to continue to the documentation. **You do not require any additional login details.**

Other questions

Reservation for incorrect details
When school starts it is often difficult to stay up to date with all the changes which tend to take place, so therefore we hope that you will overlook any incorrect information during the start of the period.

Support
If you are unable to solve any problems related to Dexter, please contact the school office who will refer you further.

Lost my password
Contact the school office and they will send the details by post (to the national registration address).