

Parent / Carer Quick Guide

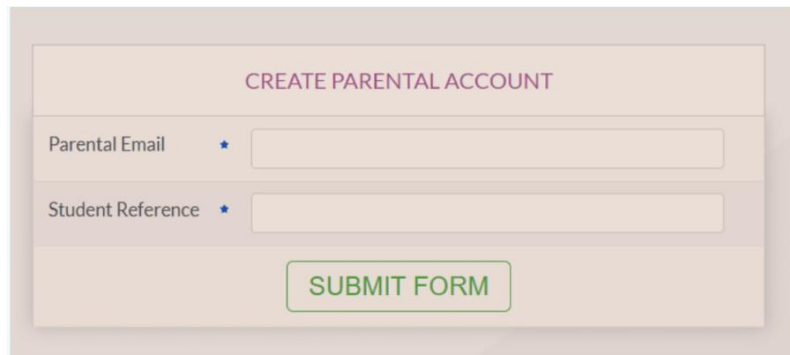
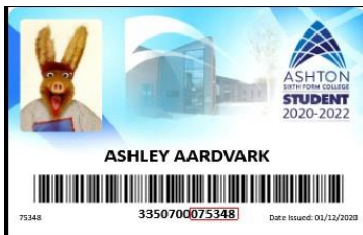
Creating Cedar Parental Accounts

Please see below screen shots and information on how to create your own Cedar account to enable you to log in to view your son/daughters information.

Click the following link

<https://cedar.asfc.ac.uk/auth/account/create>

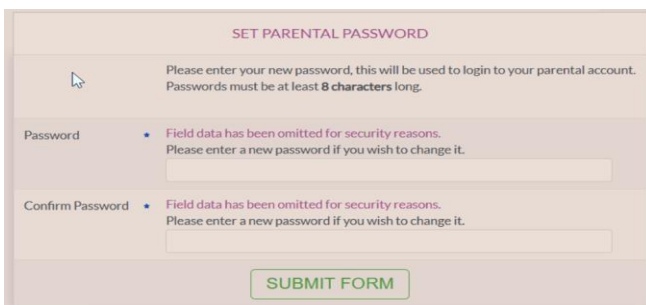
Enter the email address that we have on the system for you and the student reference is your son/daughters student reference number. This can be found on their ID Badge, **it is the last 6 digits** of the long number to take you to the parent/carers account.

A screenshot of the 'CREATE PARENTAL ACCOUNT' form. It has two input fields: 'Parental Email' and 'Student Reference', both with a red asterisk indicating they are required. A green 'SUBMIT FORM' button is at the bottom.

If the email address and reference match, an email will be sent to you with a link to finish creating your account by setting a password.



Once you have set your password you can then log into Cedar and view your son/daughter's information.

A screenshot of the 'SET PARENTAL PASSWORD' form. It includes instructions: 'Please enter your new password, this will be used to login to your parental account. Passwords must be at least 8 characters long.' There are two input fields: 'Password' and 'Confirm Password', both with a red asterisk and a message: 'Field data has been omitted for security reasons. Please enter a new password if you wish to change it.' A green 'SUBMIT FORM' button is at the bottom.

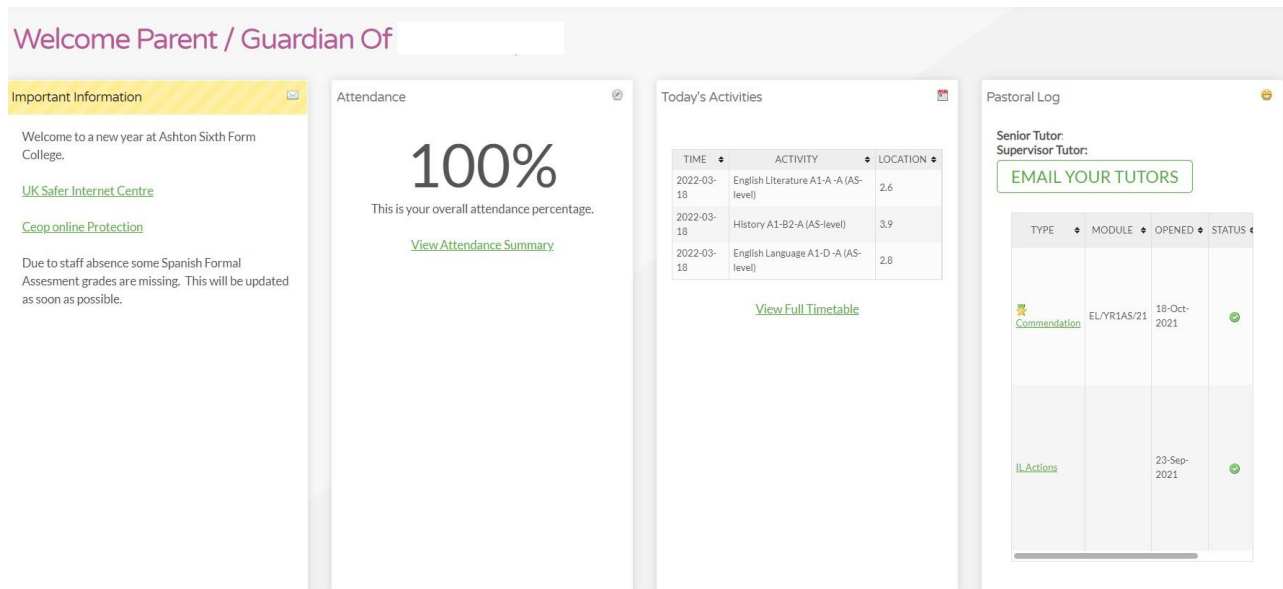
When you first set your password it will automatically open your Cedar account, after you logout to get back into your account you will need to use your CEDAR username which is P followed by the student reference number (eg P123456) followed by the password which you have just created, to access your account click:-

<https://cedar.asfc.ac.uk/>

If you forget your password, select the 'Forgotten password?' on the login page where you will be send an email to reset your password. To reset use your Username P*****, Student Reference number ***** , and date of birth using theformat 01-01-2001.

If you are having any problems please email cedarparent@asfc.ac.uk with your son/daughter's name, Student ID no and we will get back to you as soon as possible.

Once logged in you will have access to a range of information about your son/daughter's progress etc.



Different pages throughout CEDAR are available from the green menu on the left side of the screen. Click/tap the top-left CEDAR logo to expand this menu.

Adding CEDAR to your Mobile Device Home Screen

Swiftly access CEDAR from your phone or tablet's home screen as you would any other mobile app.

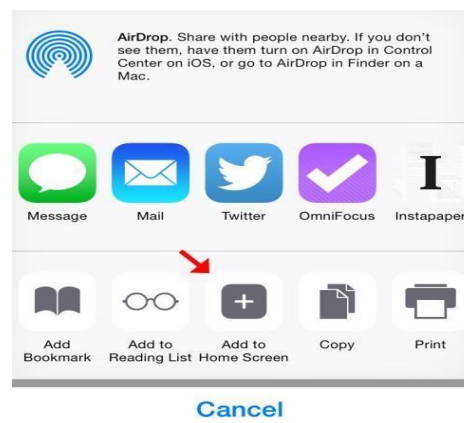
Android & Chrome

1. Browse to <https://cedar.asfc.ac.uk/>
2. Select the ellipsis in the top right hand corner
3. Choose 'Add to Homescreen'



iOS & Safari

1. Browse <https://cedar.asfc.ac.uk/>
2. Select the 'Action Button' at the bottom of the screen
3. Choose 'Add to Homescreen'



If you have any problems with your account or setting it up please email cedarparent@asfc.ac.uk