

How to view your child's student report via the Sentral Parent Portal.

On a Computer

1. Go to <https://bhnps.sentral.com.au/portal2/#!/login>
2. Log in using your email address and password
3. Click on your child's name
4. Click on '+Published Reports'
5. Click on Semester 1, 2020 to view the report
6. You will be able to download the report, save and print as required

On a device via the web portal

1. Go to <https://bhnps.sentral.com.au/portal2/#!/login>
2. Log in using your email address and password
3. Click on the 3 white lines at the top left of the screen to open the portal menu
4. Click on your child's name
5. Click on 'student details' at the top right of the screen to take you to your child's photo and class information
6. Click on '+Published Reports'
7. Click on Semester 1, 2020 to view the report
8. On most devices you will be able to save the report on your device by accessing the portal through a web browser

On a device via the Sentral for Parents App – Newsfeed function

1. Log in
2. You will have received a notification about the newly published report
3. To open this notification, click on the 'Newsfeed' tile
4. Here you will be able to open the report
5. On most devices you will be unable to save the file through this method. You will need to open the file in a web browser such as Chrome or Safari

On a device via the Sentral for Parents App – Portal Function

1. Log in
2. Click on the 'Portal' tile
3. Here you will see any notifications sent through from the school
4. Swipe from the left side of the screen to the right. This will display the portal menu
5. Click on your child's name
6. Click on 'Student Details' or swipe from the right side of the screen to the left. This will display your child's photo and class details
7. Click on '+Published Reports'
8. Click on Semester 1, 2020 to view the report
9. On most devices you will be unable to save the file through this method. You will need to open the file in a web browser such as Chrome or Safari