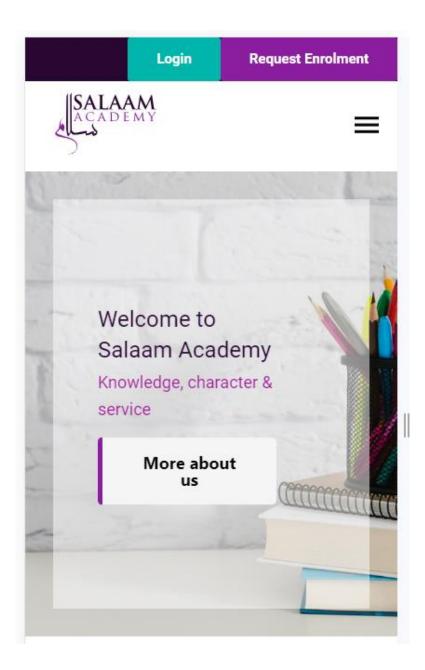
### LAUNCH SITE

- <u>www.salaamacademy.co.uk</u>
- Click on the 'Login' button



### LOGIN

- Login into the SA Gibbon System using your username & password
- Note: For any login issues please email: helpesk@salaamacademy.co.uk

	ALAAM CADEMY
Ye	our session expired, so you were automatically logged ut of the system.
L	OGIN
	*
	r.akbar
	6
	Options . Forgot Password?
	Login

## CLICK THE 'TASKS' ICON FOR YOUR CLASS

- Select the **'tasks'** icon for the class you wish to set homework for.
- In the example below we will set home work for class QS.HF04-SUN

ME ASSESS	LEARN		PLE O	THER
HOMEWORK	+ DUE	DATES		
No upcoming due dates!				
View Homework				
MY CLASSES				
CLASS	PLAN	MARK	PEOPLE	TASKS
<u>QS.HF04-SUN</u>	31			Ê.
QS.HF09-SUN	<sup>0</sup> 0 31			Ê
QS.KA08-SUN	31			Ê,
QS.KI05-SUN	31			Ê,
RESOURCE TA	GS			
There are no resour	rces in the s	ystem.		
			View	<u>Resources</u>

## CHOOSE A CLASS

- Select the class from the drop down if not already selected
- Click the 'Go' button

HOME	ASSESS	LEARN	PEOPLE	OTHER
		a 🕄		
		MODULE MI		
СН	oose a d	DATE		
2	20/01/2024			
				Go
CH	OOSE A C	LASS		
	QS.HF04-S	UN		~
				Go
<u>Home</u> >	<u>Planner</u> > Hor	nework + Due D	ates	?
UPCO	MING DU	E DATES		
No u	pcoming due d	ates!		

### CLICK THE 'ADD' BUTTON

#### Please note:

- Scroll down on the Mobile device to see the 'Add' button
- For a normal web browser a new page will open and the 'Add' button will be displayed

CHOOSE A DATE
Go
CHOOSE A CLASS
QS.HF04-SUN
Go
HOMEWORK + DUE DATES
UPCOMING DUE DATES
No upcoming due dates!
<u>View Homework</u>
Home > Planner > Planner for QS.HF04-SUN
Lesson View   Year Overview   Add 🕒
There are no records to display.

## Complete Basic Lesson Plan Details

Scroll down on a Mobile device or a new page will open if you are on a normal web browser and then click the complete information on the form.

UPCOMING DUE DATES
No upcoming due dates!
View Homework
Home > <u>Planner</u> > <u>Planner for QS.HF04-SUN</u> > Add Lesson Plan
BASIC INFORMATION
Class * This value cannot be changed.
QS.HF04-SUN
Unit
✓

# Complete the 'Basic Information Section'

In this section you only need to complete the field 'Lesson name' Based on the subject of the Home work the value must be set to

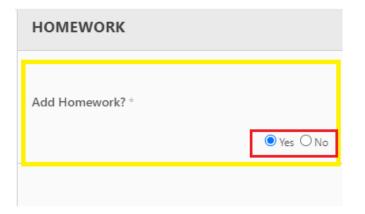
- Hifdh Homework
- Islamic Studies Homework
- Quran Homework
- Kaidah Homework

All other mandatory fields should be pre-populated by the system. These are **Date, Start Time and End Time**.

Unit
Lesson Name * Hifdh Homework
Summary
Date * Format: dd/mm/yyyyy 21/01/2024

# Scroll down to the 'Homework' section

• Select the 'Yes' option



## Enter the **Due Date & Time** for the homework

(Typically, date of the following lesson. The time should be set as the end time of the lesson)

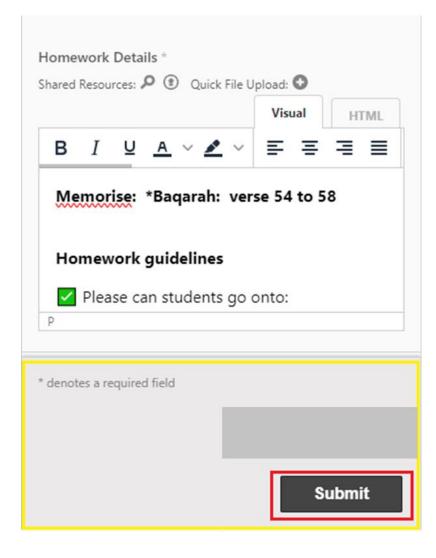
Add Homework? *
● Yes ○ No
Due Date * Date is required, time is optional. Format: dd/mm/yyyy 27/01/2024 11:00
Time Cap? The maximum time, in minutes, for students to work on this.
Homework Details * Shared Resources: ♀ ④ Quick File Upload: ◎ Visual B I U A ∨ ∠ ∨ = = = =

# Enter Homework details

27/01/2024
Time Cap? The maximum time, in minutes, for students to work on this.
Homework Details * Shared Resources: ♀ ④ Quick File Upload: ● Visual HTML B I U A ✓ ▲ ✓ ≡ ≡ ≡
Memorise: *Baqarah: verse 54 to 58 Homework guidelines Please can students go onto:

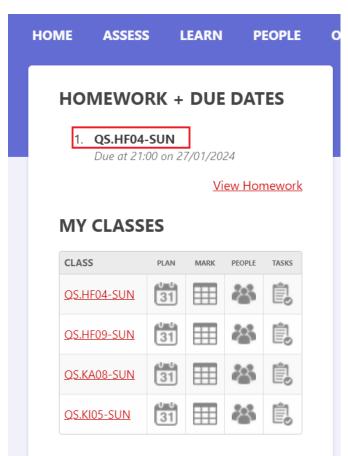
### Submit Homework

- Ignore all other fields/sections.
- Click the submit button.

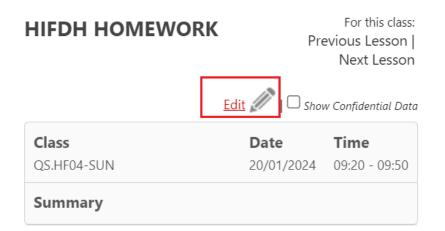


### VIEW/EDIT HOMEWORK

- Click the 'Home' link
- Homework will be displayed under 'Homework + Due Dates' section
- Click the Class code e.g QS.HF04-SUN



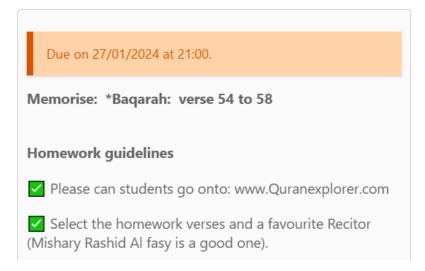
- Scroll down to the 'Homework' Section
- Click the 'Edit' button to make changes to the homework



# LESSON CONTENT

This lesson has not had any content assigned to it.

# HOMEWORK



- Scroll down to edit homework.
- Click the 'Submit' button to save changes.

<u>View Homework</u>
Home > Planner > Planner for 21/01/2024 > Edit Lesson Plan (?)
View 💽
BASIC INFORMATION
Class *
QS.KA07-SUN
Unit
* denotes a required field
Notify all class participants 🗌
Submit