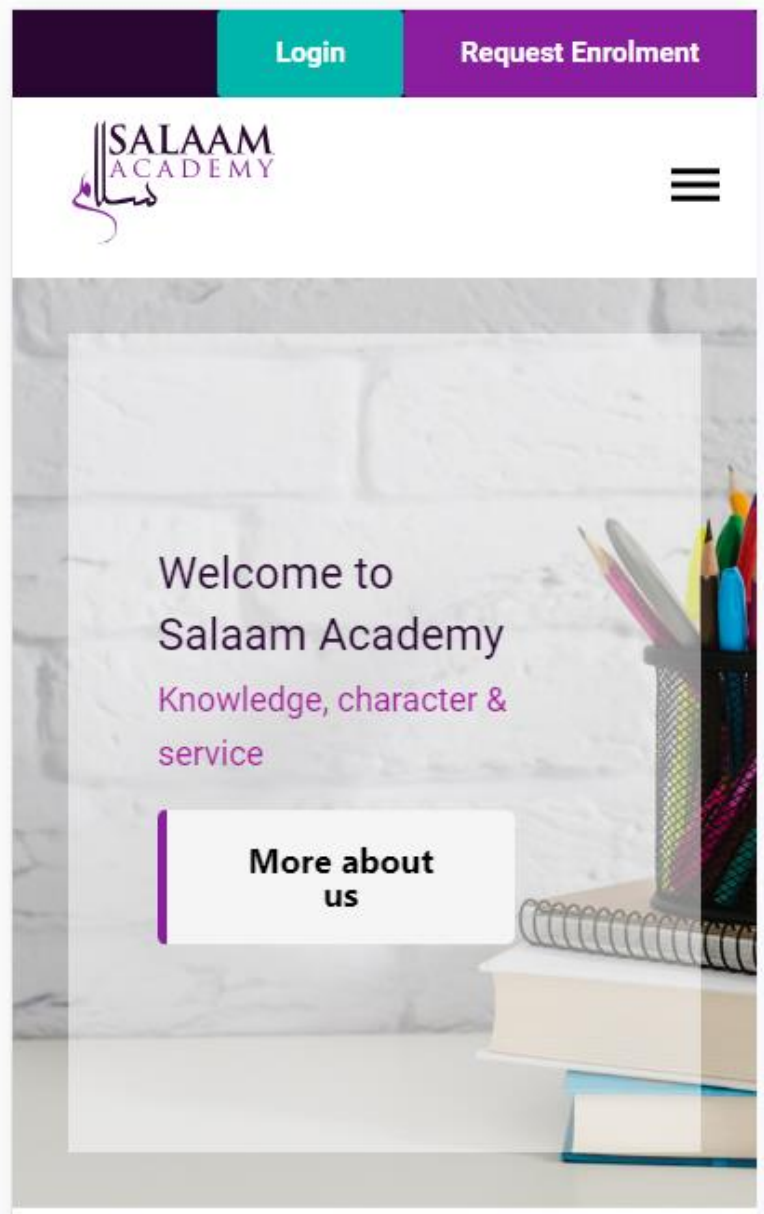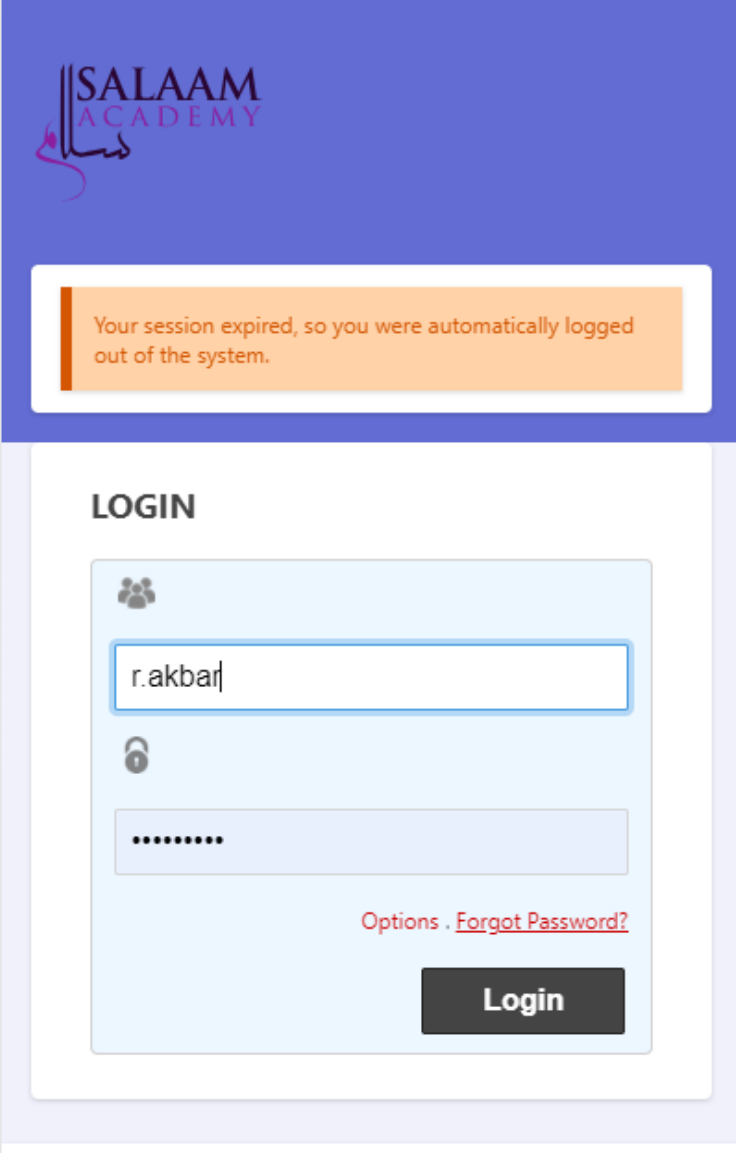# LAUNCH SITE

- www.salaamacademy.co.uk

- Click on the 'Login' button

LOGIN

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

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

CHOOSE A CLASS

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

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

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.

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/yyyy

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)

Enter Homework details

27/01/2024

Time Cap?

The maximum time, in minutes, for students to work on this.

Homework Details *

Shared Resources: 🔍 ⊕   Quick File Upload: ⊕

| Visual | HTML |

B *I* <u>U</u> <u>A</u> ∨ ✎ ∨   ☰ ☰ ☰ ☰

Memorise: *Baqarah: verse 54 to 58**

Homework guidelines

☑ Please can students go onto:

P

Submit Homework

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

Homework Details *

Shared Resources: 🔍 ⓘ   Quick File Upload: ⊕

| Visual | HTML |

B *I* U A ∨ 🖊 ∨ ≡ ≡ ≡ ≡

Memorise: *Baqarah: verse 54 to 58

Homework guidelines

☑ Please can students go onto:

p

* denotes a required field

Submit

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

HIFDH HOMEWORK

Edit ✏️ | ☐ *Show Confidential Data*

Class	Date	Time
QS.HF04-SUN	20/01/2024	09:20 - 09:50
Summary		

LESSON CONTENT

> This lesson has not had any content assigned to it.

HOMEWORK

Due on 27/01/2024 at 21:00.

Memorise: *Baqarah: verse 54 to 58

Homework guidelines

☑ Please can students go onto: www.Quranexplorer.com

☑ Select the homework verses and a favourite Recitor (Mishary Rashid Al fasy is a good one).

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