

1. Log into Gibbon:

<https://salaamacademy.co.uk/admin>

The screenshot shows the admin interface of Salaam Academy. At the top left is the logo for Salaam Academy, which includes the word 'SALAAM' in a stylized font above 'ACADEMY' and Arabic calligraphy. Below the logo is a 'HOME' navigation bar. The main content area is divided into three columns. The first column has a 'WELCOME' section with the text 'Welcome to Salaam Academy'. The second column has a 'STUDENT APPLICATIONS' section with a right-pointing arrow and the text 'Parents of students interested in study at may use our online form to initiate the application process.' Below this is a 'STAFF APPLICATIONS' section with a right-pointing arrow and the text 'Individuals interested in working at may use our online form to view job openings and begin the recruitment process.' The third column has a 'LOGIN' section with a right-pointing arrow, a username field, a password field, a 'Forgot Password?' link, and a 'Login' button. At the bottom of the page is a dark blue footer with the text 'Powered by Gibbon v20.0.00 | © Ross Parker 2010-2021' and 'Created under the GNU GPL at ICHK | Credits | Translators' on the left, and the Arabic calligraphy logo on the right.

2. Select the *class link* (e.g QS.QS07-SUN) for Assessment from the homepage:

SALAAM ACADEMY

FAST FINDER: ACTIONS, CLASSES, STUDENTS, STAFF

Total Student Enrolment: 451

HOME ADMIN ASSESS LEARN PEOPLE OTHER

STAFF DASHBOARD

Planner

TODAY'S LESSONS

There are no records to display.

MY TIMETABLE

< Last Week This Week Next Week > 13/03/2021 Go

Week 30 Time	Mon 08/03/2021	Tue 09/03/2021	Wed 10/03/2021	Thu 11/03/2021	Fri 12/03/2021	Sat 13/03/2021	Sun 14/03/2021
08:30							
09:30						H. Period 1 Period 1 09:30 - 11:10	Hive Period 1 Period 1 09:30 - 11:10
10:30						YR1 Period 2	Q.S.QF07- SUN Masjid Basement
11:30						Hive Period 2 Period 2 YR1 Period 3 11:30 - 12:15	Hive Period 2 Period 2 11:20 - 12:30
12:30							Q.S.QI04- SUN Masjid Basement C

MY CLASSES

CLASS	PLAN	MARK	PEOPLE	TASKS
Q.S.QF07-SUN	31			
Q.S.QI04-SUN	31			

RESOURCE TAGS

There are no resources in the system.

ROLE SWITCHER

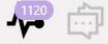
You have multiple roles within the system. Use the list below to switch role:

- Administrator (Active)
- Teacher
- Parent

YEAR SWITCHER

Year 2020-2021

3. Select *Internal Assessment* link




Home > Departments > View All > QS.QF07-SUN


QS.QF07-SUN

Course: Quran


Records 1-5 of 5




Attendance




Planner



Markbook



Homework



Internal Assessment

PARTICIPANTS

Results 1-4 of 4

Export to Excel 

--	--	--	--

RELATED CLASSES

- QS.KF13-SAT
- QS.QA1-SAT
- QS.QA2-SUN
- QS.QA3-SAT
- QS.QA4-SUN
- QS.QA5-SAT
- QS.QA6-SAT
- QS.QF01-SAT
- QS.QF02-SAT
- QS.QF04-SAT
- QS.QF05-SAT
- QS.QF06-SUN
- QS.QF07-SUN
- QS.QF09-SUN
- QS.QFRI-B-A
- QS.QFRI-B-B
- QS.QFRI-B-C
- QS.QFRI-B-D
- QS.QFRI-B-E
- QS.QFRI-G-A
- QS.QFRI-G-B
- QS.QFRI-G-C
- QS.QFRI-G-D
- QS.QI01-SAT
- QS.QI02-SAT
- QS.QI03-SAT
- QS.QI03-SUN
- QS.QI04-SUN
- QS.QI05-SUN
- QS.RMONE
- QS.RMONF
- QS.RMONG
- QS.RMONH

CURRENT CLASSES

4. Identify the correct **Term** for Assessment & Click the corresponding **Data Table Icon** to Log the assessment.

FAST FINDER: ACTIONS, CLASSES, STUDENTS, STAFF

HOME ADMIN ASSESS LEARN PEOPLE OTHER

Home » Formal Assessment » Write QS.QF07-SUN Internal Assessments

TEACHERS

- Mr. R. Akbar

MARKS

To see more detail on an item (such as a comment or a grade), hover your mouse over it.

Quran Marks (1-50)
Marked on 11/03/2021
AUTUMN TERM

Quran Marks (1-50)
Marked on 11/03/2021
SPRING TERM

Quran Marks (1-50)
Marked on 10/03/2021
SUMMER TERM

Student	Att	Com	Att	Com	Att	Com
		ATTAINMENT...		ATTAINMENT...		ATTAINMENT...
		ATTAINMENT...		ATTAINMENT...		ATTAINMENT...
		ATTAINMENT...		ATTAINMENT...		ATTAINMENT...

EXTERNAL ASSESSMENT

[External Assessment Data](#)

INTERNAL ASSESSMENT

[Manage Internal Assessments](#)

[View Internal Assessments](#)

[Write Internal Assessments](#)

Powered by Gibbon v20.0.0.0 | © Salaam Academy 2021
Created under the GNU GPL at ICHK | Credits | Translations

5. Record Assessment for Students as per *Assessment Logging guidelines*

The screenshot displays the SALAAM ACADEMY assessment logging interface. The main section is titled 'ASSESSMENT DETAILS' and includes the following fields:

- Description *:** Quran Marks (1-50)
- Attachment:** Choose file | No file chosen (Maximum file size: 2MB)
- Student:** Quran Marks (1-50) Marked on 15/03/2021 SPRING TERM

Below the student list, there are three rows of student records. Each row has a dropdown menu for recording the grade. The dropdown menu is expanded for the first two rows, showing the following options:

- ATTACHMENT GRADE**
 - A* (45+)
 - A (40+)
 - B (35+)
 - C (30+)
 - R (0-29)
- ATTENDANCE**
 - Meeting Expectation
 - Below Expectation
- BEHAVIOUR/ATTITUDE**
 - Outstanding
 - Good
 - Satisfactory
 - Unsatisfactory

The dropdown menu for the first row is currently set to '15'. The dropdown menu for the second row is currently set to '15'. The dropdown menu for the third row is currently set to '15'.

On the right side of the interface, there is a 'SELECT CLASS' dropdown menu set to 'QS QF07-SUN' and a 'Go' button. Below this, there are sections for 'EXTERNAL ASSESSMENT' and 'INTERNAL ASSESSMENT' with links to 'External Assessment Data', 'Manage Internal Assessments', 'View Internal Assessments', and 'Write Internal Assessments'.

Important: Please ensure before leaving this screen you

1. Enter assessment date (*The date you are conducting the test*) for the **Go Live Date**
2. **Click Submit**

The screenshot shows a web form for completing an assessment. On the right side, there is a dropdown menu with the following options: ATTAINMENT GRADE (A* (45+), A (40+), B (35+), C (30+), R (0-29)), ATTENDANCE (Meeting Expectation, Below Expectation), BEHAVIOUR/ATTITUDE (Outstanding, Good, Satisfactory, Unsatisfactory), HOMEWORK (Outstanding, Excellent, Good, Satisfactory, Unsatisfactory), and COMMENT. Below the dropdown, the text 'ASSESSMENT COMPLETE?' is displayed. At the bottom, there is a 'Go Live Date' field with a red border, containing the date '10/03/2021'. The field has a tooltip that says 'Format: dd/mm/yyyy' and 'Column is hidden until date is reached'. To the left of the date field, it says 'Maximum size for all files: 2MB'. A 'Submit' button is located at the bottom right of the form.

To start or resume assessment for a class, simply click on the *Home link* in the navigation bar. This will return you to the home page and you can follow the steps in this document once again.

The screenshot displays the SALAAM ACADEMY assessment system interface. At the top left is the SALAAM ACADEMY logo. To the right is a search bar labeled "FAST FINDER: ACTIONS, CLASSES, STUDENTS, STAFF" with a "Go" button and a "Total Student Enrolment: 421" indicator. Below the logo is a navigation bar with "HOME" (highlighted with a red box), "ADMIN", "ASSESS", "LEARN", "PEOPLE", and "OTHER". A breadcrumb trail shows "Home > Formal Assessment > Write QS_QF07-SUN Internal Assessments > Enter Internal Assessment Results".

The main content area is titled "ASSESSMENT DETAILS" and includes a "Description" field with the value "Quran Marks (1-50)", an "Attachment" field with a "Choose file" button and "No file chosen" text, and a "Student" field with the value "Quran Marks (1-50) Marked on 10/03/2021 SPRING TERM". Below these fields is a table with columns "Att" and "Com".

On the right side, there is a "SELECT CLASS" section with a dropdown menu showing "QS_QF07-SUN" and a "Go" button. Below this are two sections: "EXTERNAL ASSESSMENT" with a link "External Assessment Data" and "INTERNAL ASSESSMENT" with links "Manage Internal Assessments", "View Internal Assessments", and "Write Internal Assessments".

At the bottom of the assessment details, there is a dropdown menu showing "15" and a list of "ATTAINMENT GRADE" options: "A* (45+)", "A (40+)", "B (35+)", "C (30+)", and "R (0-29)". Below this is a list of "ATTENDANCE" options: "Meeting Expectation" and "Below Expectation". At the bottom right, there is a list of "BEHAVIOUR/ATTITUDE" options: "Outstanding", "Good", "Satisfactory", and "Unsatisfactory".

