

How to print certificates earned by your child

When a student account of your child's is linked to your parent account, you will receive emails when they reach each certificate level.

You can print their certificates from the link in the email.

If you have not done so and the child then quickly earns another certificate, then the link from your email will take you to the most recent certificate only.

You are able to view and print all of their certificates from your parent account

From your parent account homepage:

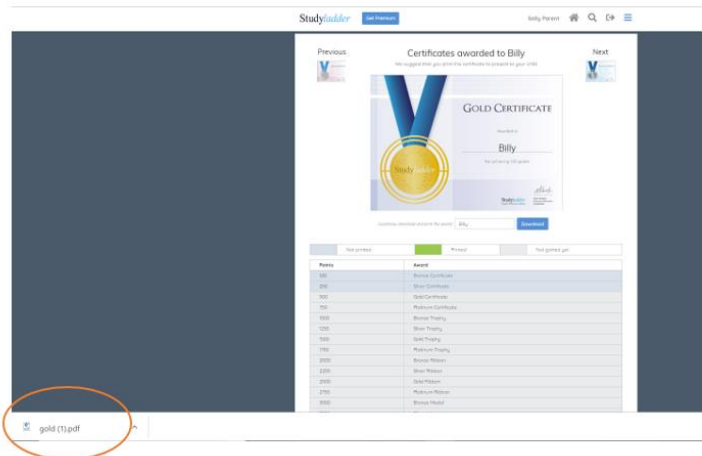
- Select the student account you want
- click on certificates

From the student's certificates page:

- You will see the current certificate and all certificates awarded
- Certificates that have been printed are shaded green
- You can customise the name on the certificate and select download

Points	Award
100	Bronze Certificate
250	Silver Certificate
500	Gold Certificate
750	Platinum Certificate
1000	Bronze Trophy

- A PDF version of the certificate will appear.
- Select the PDF



- The PDF version of the certificate can now be printed
- Right click on your mouse and select 'print'



To print past certificates:

- The current certificate is the Gold Certificate
- To print older certificates, click on Silver or Bronze and follow the instructions on page 1 to customise and print

