



## Tracking Student Progress: Red Apple Office Front Desk



Front Desk (Red Apple Office) is AMDEC's web-based student tracking that school contacts, students and parents can use to access the following information:

- (1) **Student Details:** Review student details including course enrolment, personal and parent/guardian contact information.
- (2) **Module Completion:** View which modules have been submitted (S), which modules have been marked (M), which modules are incomplete or still in progress (I).
- (3) **Achievement:** Review report card marks.
- (4) **Attendance:** Review student attendance in each of their AMDEC courses.

One school contact from each school may contact our Tech Manager, Ms. Hood (by phone, 519-482-5428 ext. 260 or email, [help@amdec.ca](mailto:help@amdec.ca)) to obtain a login to Front Desk to access the information for the AMDEC students in your school.

The school contact can also ask the student to log in to Front Desk to see the same information; all students can access their own information on Front Desk.

<https://amdec.mycourses.ca/raode/frontdesk/login.asp>

A screenshot of the Red Apple Office Front Desk login page. The page has a dark green header with the "red apple office" logo on the left and a "Front Desk" button with a question mark icon on the right. The main content area is white and contains a "LOG IN" form. The form has a green header with the text "LOG IN". It includes three input fields: "User ID", "Password", and "Access Type". The "Access Type" field is a dropdown menu with "Student" selected. Below the input fields is a red "Log In" button and a link that says "Forgot my password".

LOG IN
User ID <input type="text"/>
Password <input type="password"/>
Access Type Student <input type="button" value="v"/>
<input type="button" value="Log In"/>
<a href="#">Forgot my password</a>