House Points User Guide

Contents

House Points

Target Audience

- Teachers
- Administration Staff

Content

Within this course staff will learn how to:
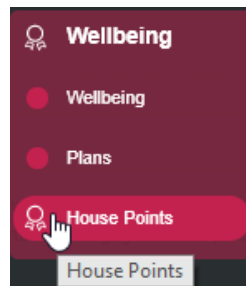
- Applying House Points

Overview

The following procedures will teach staff how to setup and use the House Points module, and link **House Points** with the **Wellbeing Module.**
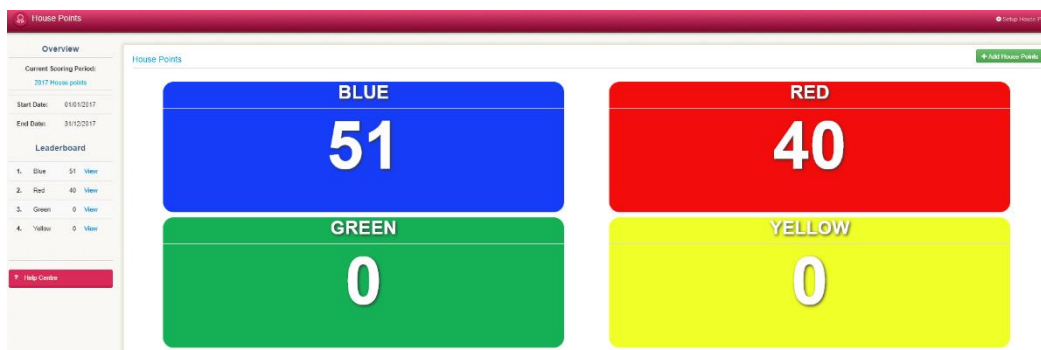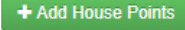
Add House Points

The following procedure shows users how to add **House Points**.

1. Select **House Points** under the **Wellbeing** group.

The Home page for **House Points** displays.

2. Click on **+ Add House Points** button in the top right-hand corner of screen. You can click this at any time to add points to a House.

The **Manually Add Points** screen displays.

Manually Add Points		
House:	Choose a value... ▼	Select one or more houses to apply points to.
Date:	15/02/2018 📅	The date the points were awarded.
Points:		Amount of points to award each house.
Description:		Explain why these houses earned these points.

Add Points   Cancel

3. Enter text into the text fields, tick the toggle boxes and use the drop-down lists for your input.

4. Click on the **Add Points** button to save.

Note: you can also directly place House Points into each House by clicking onto their specific House.

Review House Points

To view or review house points for a house click on the house icon or the house within the leader board.

1.	BARNEY	23 View
2.	FRANK	5 View
3.	OCEAN	0 View
4.	GRASS	0 View

or

The page displays point awarded to that house.

Last 5 awards displays if awards in Wellbeing is used and awards are synced.

The student and award category displays.

Last 5 activities will ONLY display within activities module have been selected to earn points and display in this module.

Last 5 awarded House Points reflects points awards directly via the house point module.

Top 5 Point scorers displays by student the number of points they have been awarded.

Click on any of the hyperlinks to drill down further.

Student Points				Back to Pennant overview	+ Add House Points
#	Student ID	Student	Year	Points	Actions
1	15027	ANDRONICUS, Humberto	1	90	View
2	13032	ARGYLE, Melvin	3	31	View
3	13064	CURTIN, Jeanette	3	1	View

Student view

Viewing Humberto ANDRONICUS's House Points							Back to Pennant overview	+ Add House Points
Awards					**Activities**			
Date	Student	Category: Award	Points		Date	Student	Category: Activity	Points
04/01/2021	ANDRONICUS, Humberto	**Effort Award:** Effort Award by Jason Du (@Sentral)	10					
04/01/2021	ANDRONICUS, Humberto	**Effort Award:** Effort Award by Jason Du (@Sentral)	10					
04/01/2021	ANDRONICUS, Humberto	**Effort Award:** Effort Award by Jason Du (@Sentral)	10					
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04/01/2021	ANDRONICUS, Humberto	**Effort Award:** Effort Award by Jason Du (@Sentral)	10					

House Points that were awards in this module can be edited.

House Points				Back to Pennant overview	+ Add House Points
Date	Awarded By	Description	Points		Actions
22/01/2021	Susan Le Noury (@Sentral)	house meeting all students behaved	150		Edit ✕

Linking House Points to Awards and Activities

Note: Please refer to the House Points Implementation Guide to link House Points to Awards and Activities.

Note: Please refer to the Wellbeing User Guide to link Awards to House Points when creating an Incident.

Note: Please refer to the Activities User Guide to link House Points to Activities when creating an Activity.

Glossary of Terms

Sentral software contains many drop-down lists and areas to add detail relevant to data entry for House Points. The list below provides further information on data entry fields. Each school can configure various elements and add to the list of data entry fields, so this is a default list of glossary of terms.

Item	Description	Type
House	Select the House to apply the points to	Drop Down
Date	The date to apply the house points to	Calendar entry
Points	Enter the number of House Points	Text Field
Description	Description of the House Points	Text Field