



englanti

 ROVANIEMI

WILMA

Mobile app
guide for parents

Wilma app



Wilma application is used by schools in Rovaniemi. It works as a link between home and school.

Via Wilma you can for example

- See a student's schedule
- Read messages sent by teachers and other faculty
- Send your own messages
- Read announcements
- Report absence
- See future exams and past exams' grading
- See lesson notes written by teachers
- Schedule assesment discussions with teacher
- Find forms (for example for assesment discussions)



Installing Wilma on your phone

You can download Wilma from Google play store (android) and App store (Iphone).



Wilma

Visma Labs Oy



Main menu functions



Opens the main menu



Report absence



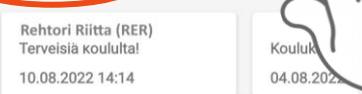
Työjärjestys



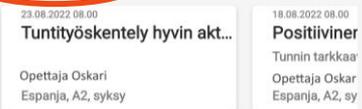
Slide



Viestit

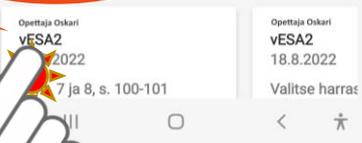


Tuntimerkinnät



Open a new window by tapping

Kotitehtävät



Report absence



Onni Oppilas

Työjärjestys
Tänään 11.08.2022

- 10.00 - 10.45 Englanti, A1
- 11.00 - 11.45 Matematiikka
- 12.25 Kä...

Viestit

- Rehtori Riitta (RER) Terveisiä koululta! 10.08.2022 14:14
- Koulukuljetus 04.08.2022 0...

Tuntimerkinnät

- 23.08.2022 08.00 Tuntityöskentely hyvin akt... Opettaja Oskari Espanja, A2, syksy
- 18.08.2022 08.00 Positiiviner Tunnin tarkkaa Opettaja Oskar Espanja, A2, sy...

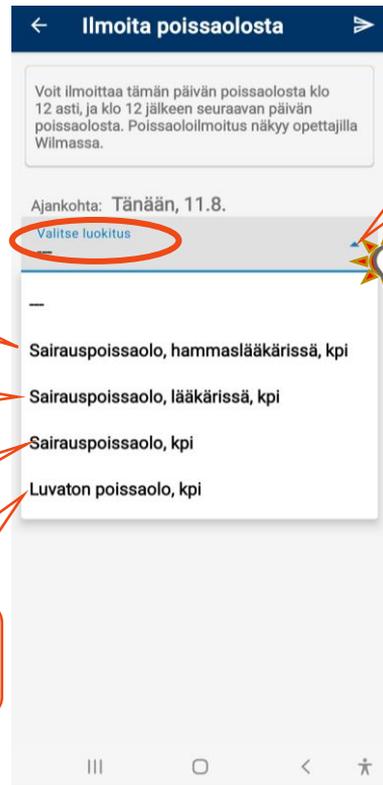
Kotitehtävät

- Opettaja Oskari vESA2 23.8.2022 Teht. 7 ja 8, s. 100-101
- Opettaja Oskari vESA2 18.8.2022 Valitse harras...

Report absence



You can report a short absence via Wilma, for example if your child gets ill.



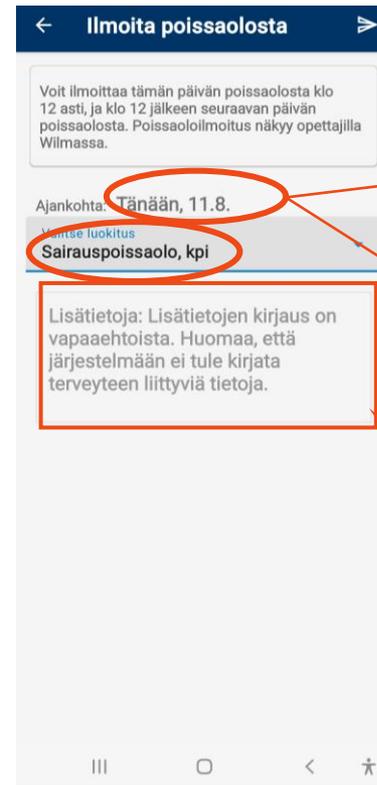
Tap to open menu

Dentist appointment

Doctors appointment

Illness

Unauthorized absence



If you send the report before 12pm, the report applies to **this day**. If you send it after 12pm, the report applies to **next day**.

You can write a message if you want. **Don't write things concerning your child's health.**

Report absence

Send report of absence

← Ilmoita poissaolosta ▶

Voit ilmoittaa tämän päivän poissaolosta klo 12 asti, ja klo 12 jälkeen seuraavan päivän poissaolosta. Poissaoloilmoitus näkyy opettajilla Wilmassa.

Ajankohta: Tänään, 11.8.

Valitse luokitus
Sairauspoissaolo, kpi

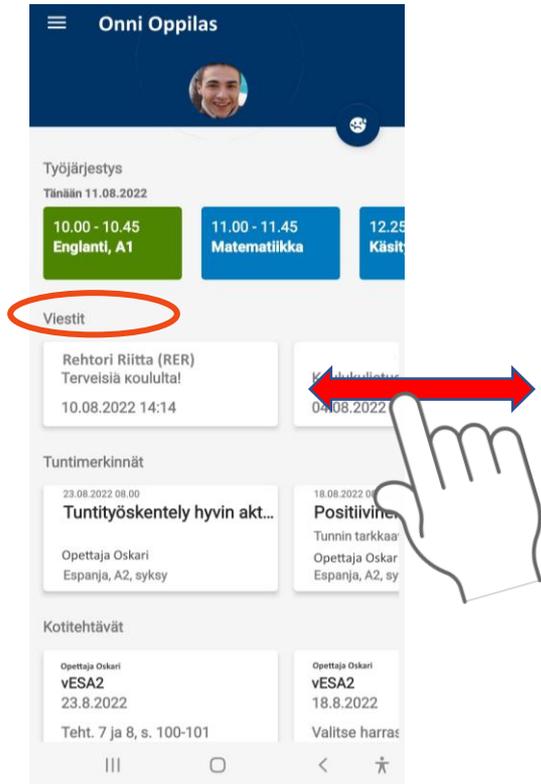
Lisätietoja: Lisätietojen kirjaus on vapaaehtoista. Huomaa, että järjestelmään ei tule kirjata terveyteen liittyviä tietoja.



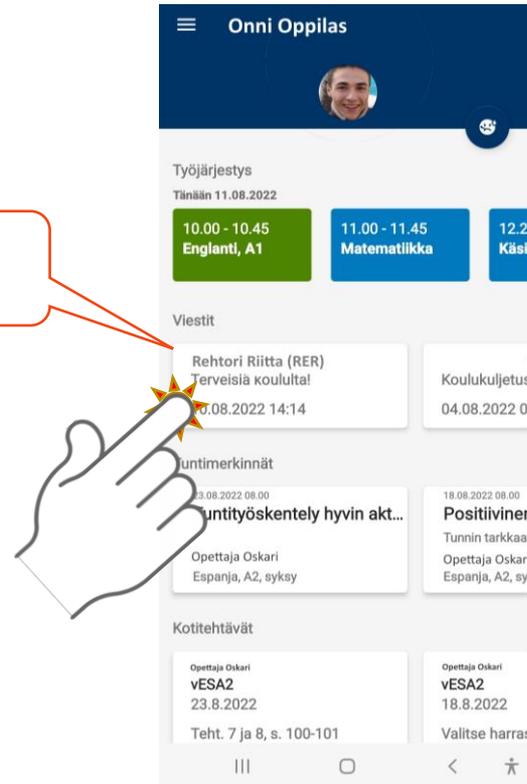
Messages



You can find the most recent messages on the main page.



Tap to open message

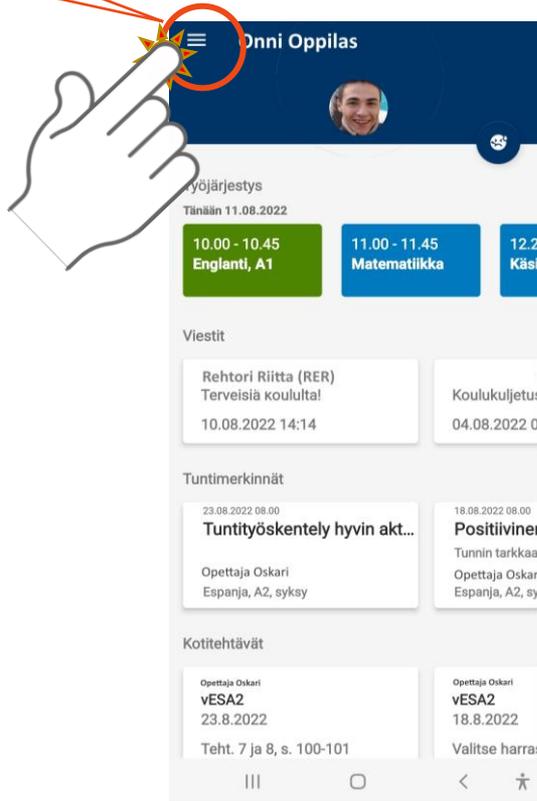


Messages

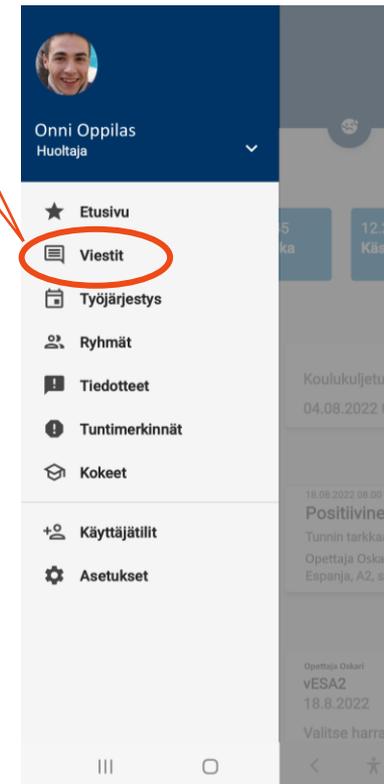
All messages can be found in **Messages** menu.



Open main menu



Open **messages**



Reading a message



Callouts for the inbox screen:

- Sent messages
- Incoming messages
- Unread messages
- Archive
- Drafts
- Events
- Tap to open message

Navigation bar: LUKEMATTA, SAAPUNEET, LÄHETETYT, ARKISTO, LUONNOKSET, TAPAHTUMAT

Message list items:

- Rehtori Riitta (RER) 10.08.2022 14:14
Terveisiä koululta!
- Rehtori Riitta (RER) 04.08.2022 09:51
Koulun liikuntapäivä ensi viikolla
- Rehtori Riitta (RER) 04.08.2022 09:12
Tervetuloa kouluun!
- Opettaja Oskari (OSOP) Liikuntatunnit tällä viikolla
- Terveys Terttu 04.06.2022
Terveystietojen päivät

If you want to answer the message tap the arrow

Callout: If you want to answer the message tap the arrow

Conversation header: Tervetuloa kouluun!

Message details:

- Lähetetty: Riitta Rehtori (RER)
- Vastaanottajat: Onni Oppilas

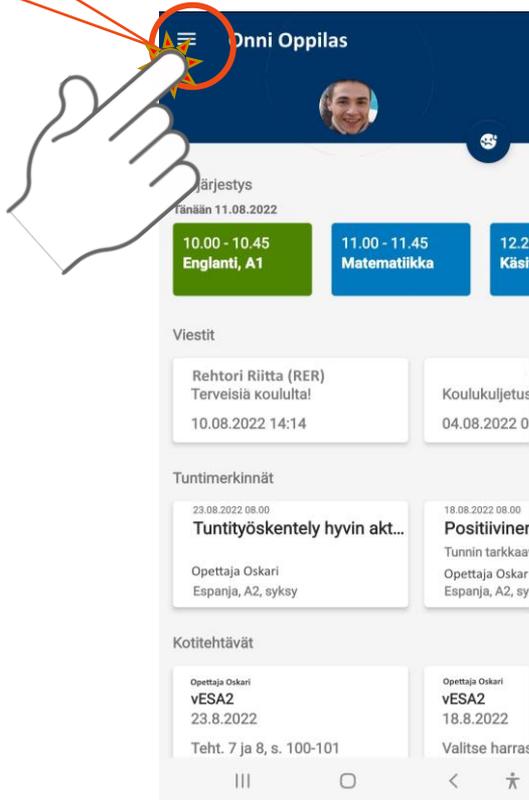
Message content:

Rehtori Riitta (RER)
04.08.2022 09:12
Tervetuloa kouluun!
Koulu alkaa keskiviikkona klo 9 ja koulupäivä päättyy klo 12.
Hyvää syksyn alkua
terveisin
Riitta Rehtori

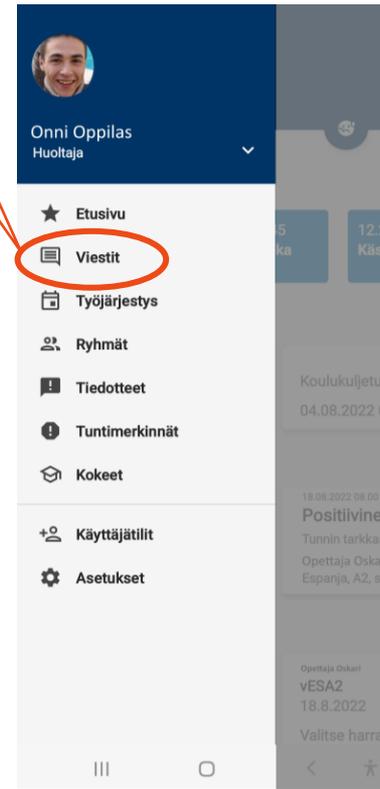
Sending a message



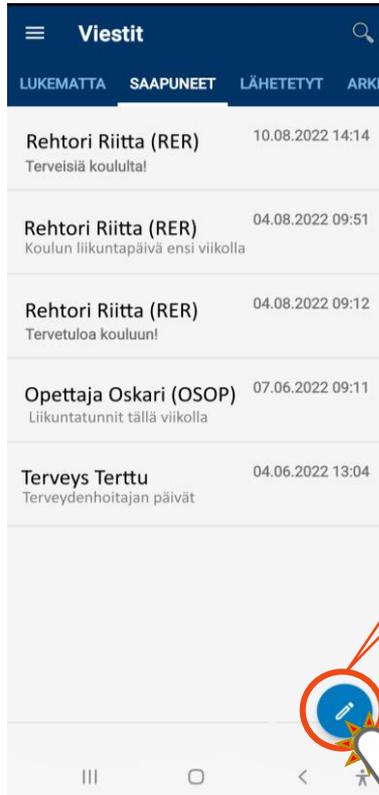
Open main menu



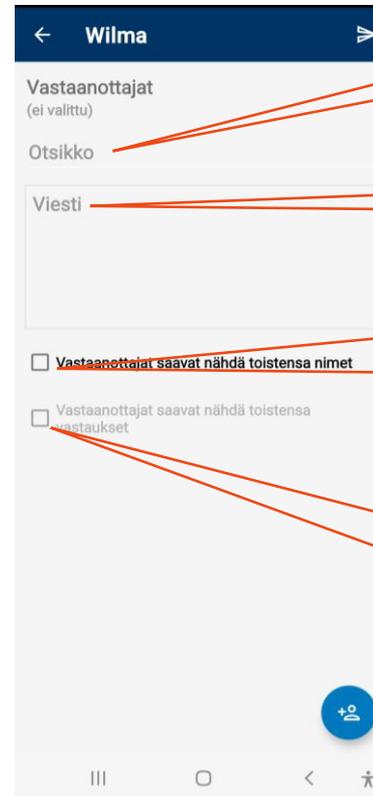
Open messages



Sending a message



Write a new message



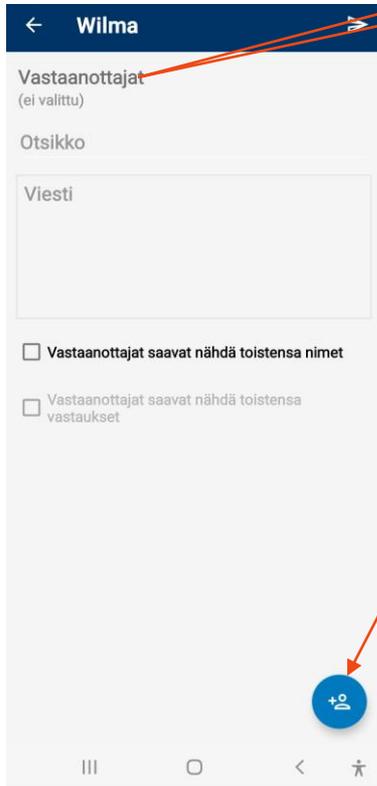
Write the subject of the message

Write the message

Recipients get to see each other (if there are multiple recipients)

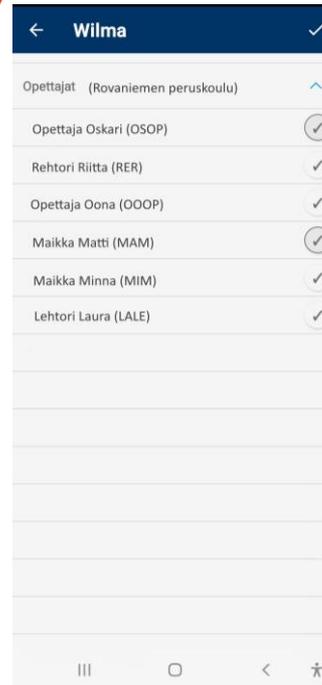
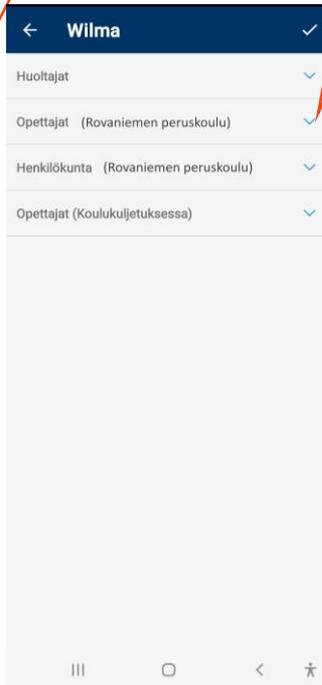
Recipients get to see each others responses.

Sending a message



Add a recipient

Open menu



Select a recipient for the message. There can be one or multiple recipients.

Sending a message



Send the message

Recipients

Subject of the message

Message

Wilma

Vastaanottajat
Opettaja Oskari (OSOP)
Maikka Matti (MAM)

Kirja unohtunut mummolaan

Hei! Onnin matematiikan kirja unohtui viikonloppuna mummolaan. Saamme sen takaisin torstaina.

T. Veera Vanhempi

Vastaanottajat saavat nähdä toistensa nimet

Vastaanottajat saavat nähdä toistensa vastaukset

Viestit

LUKEMATTA SAAPUNEET LÄHETETYT ARKISTOITUNUT

Sent messages can be viewed here

Notification that the message was sent

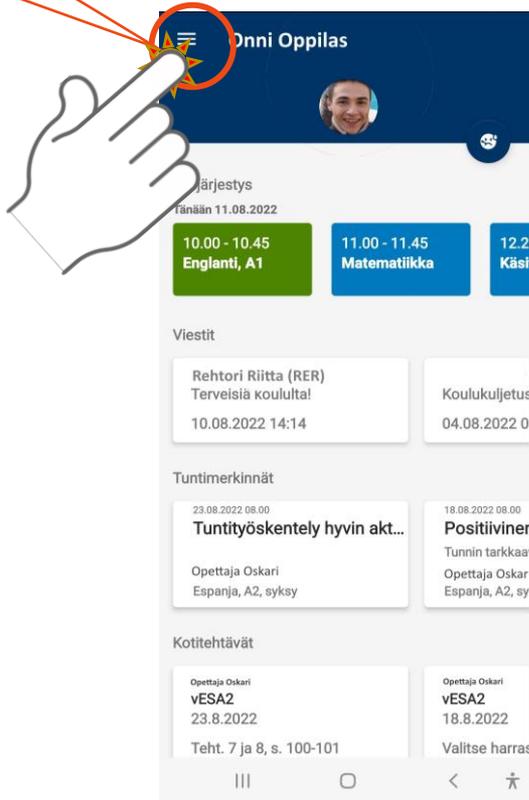
Ei viestejä.

Viesti on nyt lähetetty.

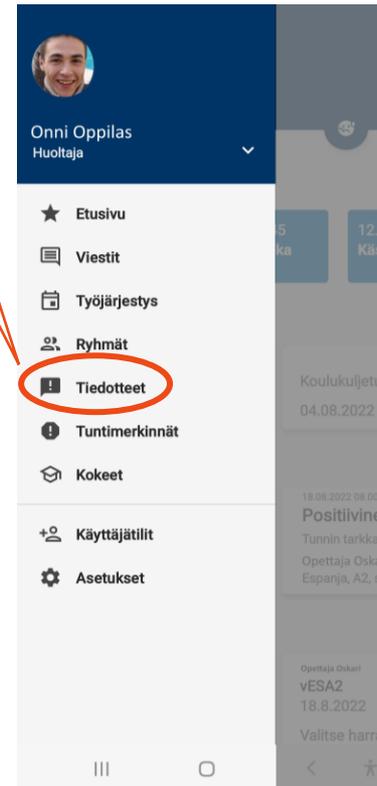
Reading announcements



Open main menu



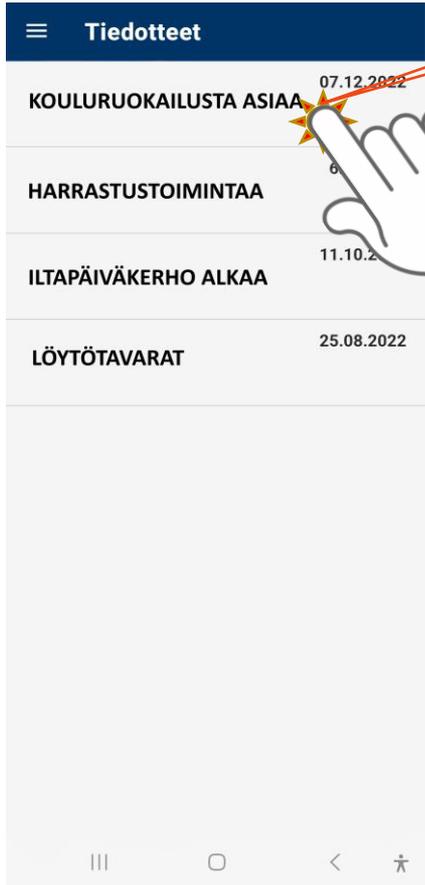
Open announcements



Reading announcements



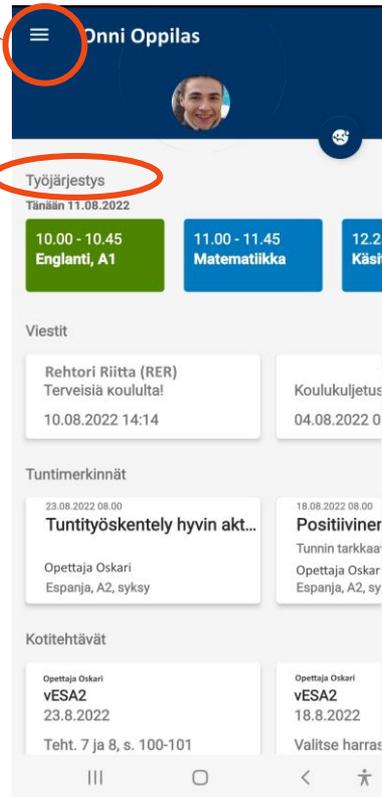
Open the announcement



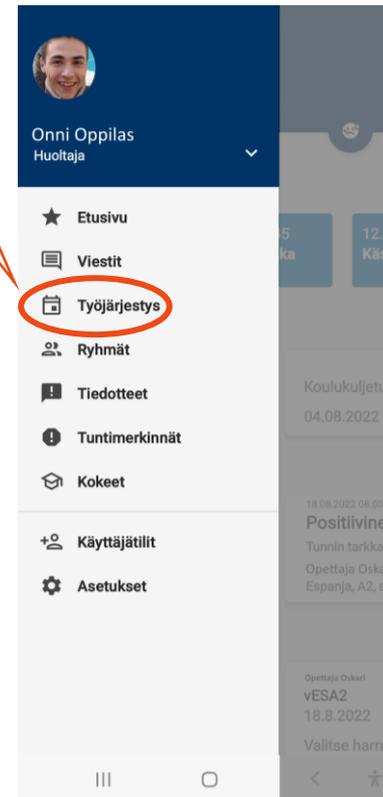
Schedule



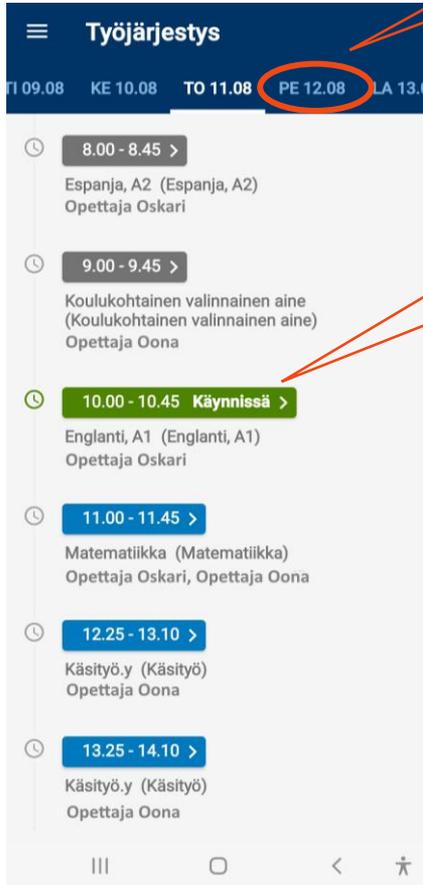
Open main menu



Open **schedule**



Schedule



You can choose the day here

Ongoing lesson is marked with green

You can choose the week here

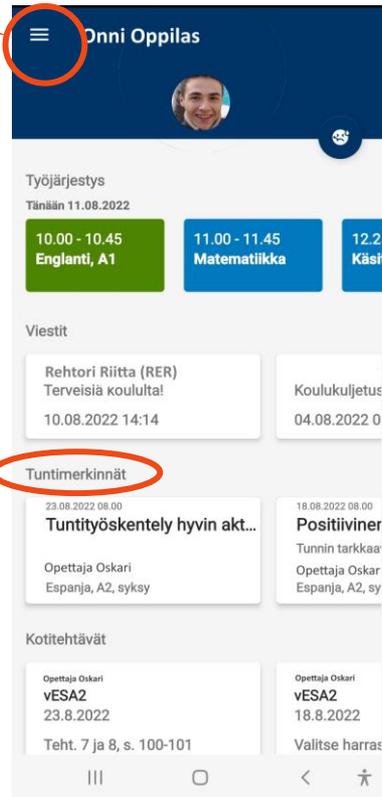


When your phone is in vertical mode you can see the whole week's schedule

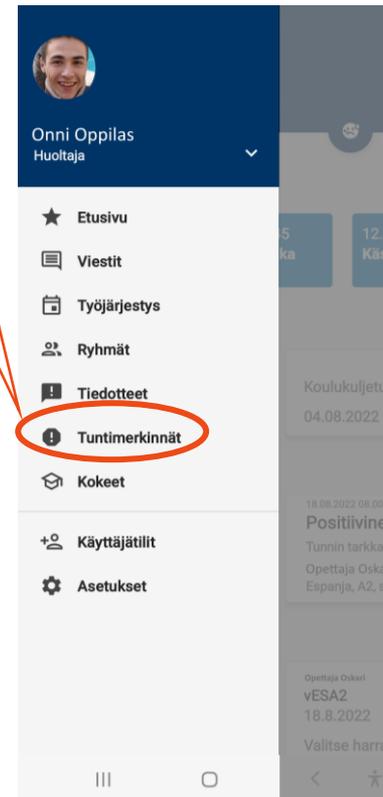
Lesson notes



Open main menu



Open lesson notes





Lesson notes

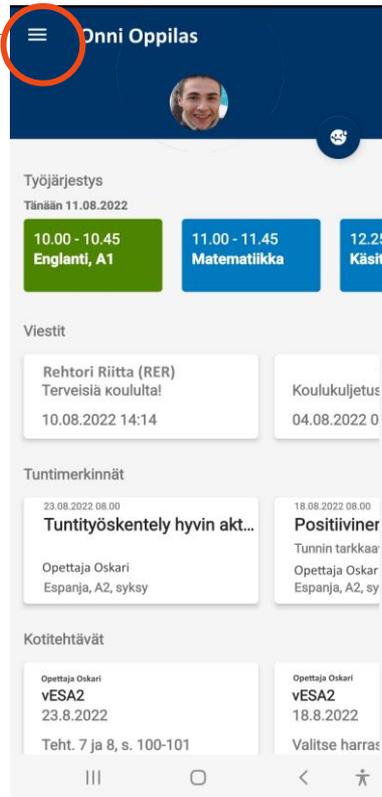
Lesson notes can for example be:

- Sick leave
- Unauthorized absence
- Homework not done
- Teachers reports on student's performance or attitude during class

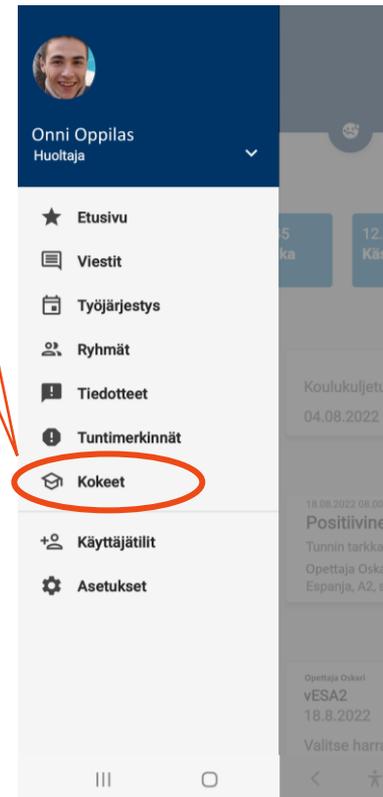
Exams



Open main menu



Open exams



Exams

Upcoming exams.
Teacher can mark the chapters or topics that will be in the exam.

Past exams.
Teacher can mark the **grade**

