



QUEEN'S PARK HIGH SCHOOL

Homework: Quick Guide

- *Inspiring Individuals*
- *Empowering Minds*
- *Defining Futures*

Homework

- ▶ Some students have found it tricky to access homework so we have made this quick guide to try and support
- ▶ The most important thing to note that the best thing to do if you are struggling with homework is to ask your tutor for help
- ▶ Parents can email ICTSUPPORT@qphs.co.uk



Where to Access

- ▶ Your homework will be uploaded onto Synergy
- ▶ Unless your teachers specifies that they want you to print off a paper copy, you can submit your homework electronically via Synergy
- ▶ Doing this will let your teacher know that you've submitted the homework



Technology

- ▶ You will need to access homework on a laptop or a computer
- ▶ Most homework will not show correctly via the app or on a browser on a phone
- ▶ The LLC is open for Homework Club until 4PM every day. If you do not have access to a computer at home, you can use the LLC after school to complete homework. There will be staff there to help.
- ▶ I will save this guide in Student Shared > Homework so you can access it any time



Homework

- ▶ You can check what homework you should have by going onto the school website and finding the homework letter. A copy of this letter has been sent home to all families.



QUEEN'S PARK
HIGH SCHOOL

Inspiring Individuals • Empowering Minds • Defining Futures

HOME

ABOUT US

NEWS & EVENTS

PARENTS

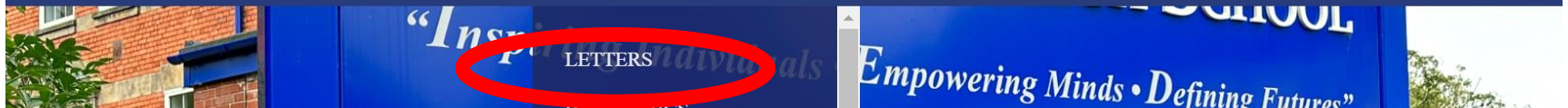
STUDENTS

CURRICULUM

SIXTH FORM

COMMUNITY

CONTACT US



Homework Letter
2023



Inspiring Individuals • Empowering Minds • Defining Futures



Example - w/c 16th October

Years 7-9 will have literacy homework to complete for WPD and Technology

Year 7 - Maths Extended Learning Project

Year 8 - Communications Extended Learning Project

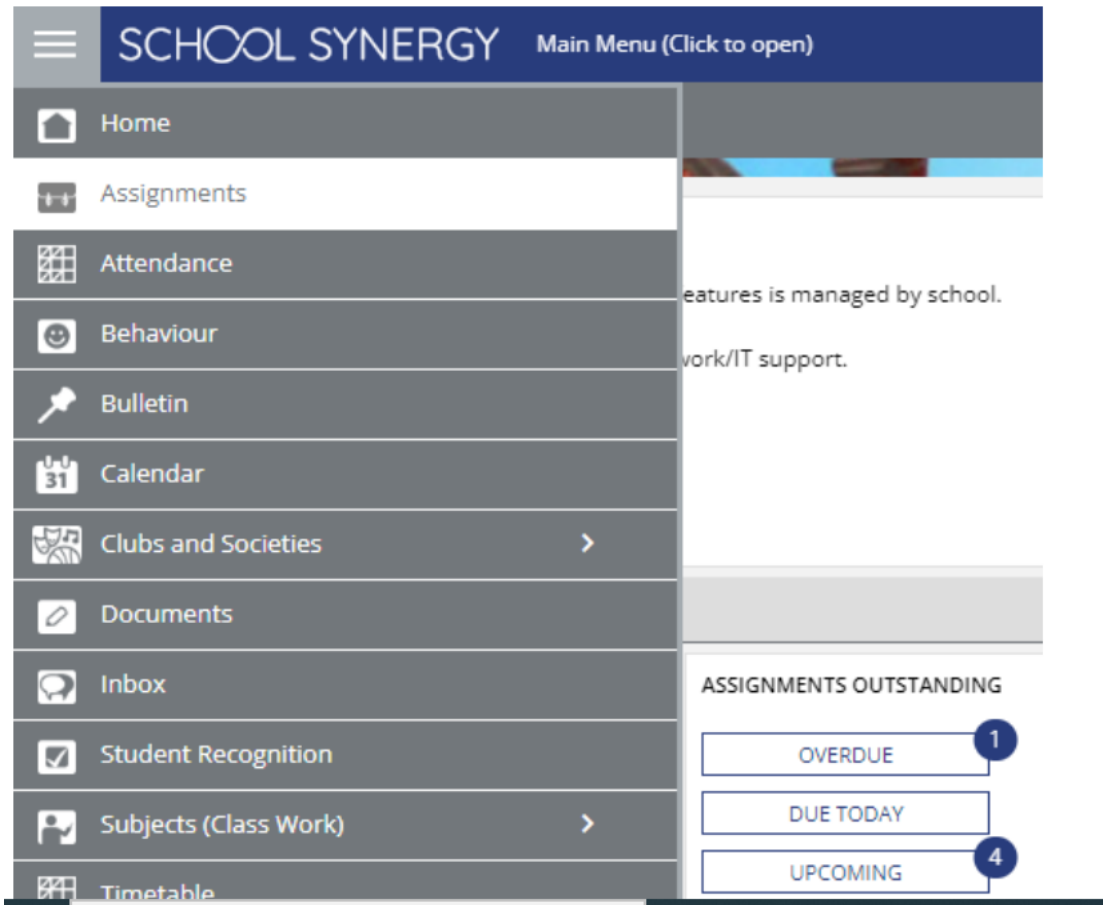
Year 9 - Science Extended Learning Project

Year 10+ - Set by teachers

Timetable Week	Week Beginning	Literacy Homework 1	Literacy Homework 2	ELP – Year 7	ELP – Year 8	ELP – Year 9
1	18th Sept	History	Maths	Maths	Communications	Science
2	25th Sept	PE	Drama			
1	2nd Oct	Science	Computing			
2	9th Oct	Music	Art			
1	16th Oct	WPD	Technology			



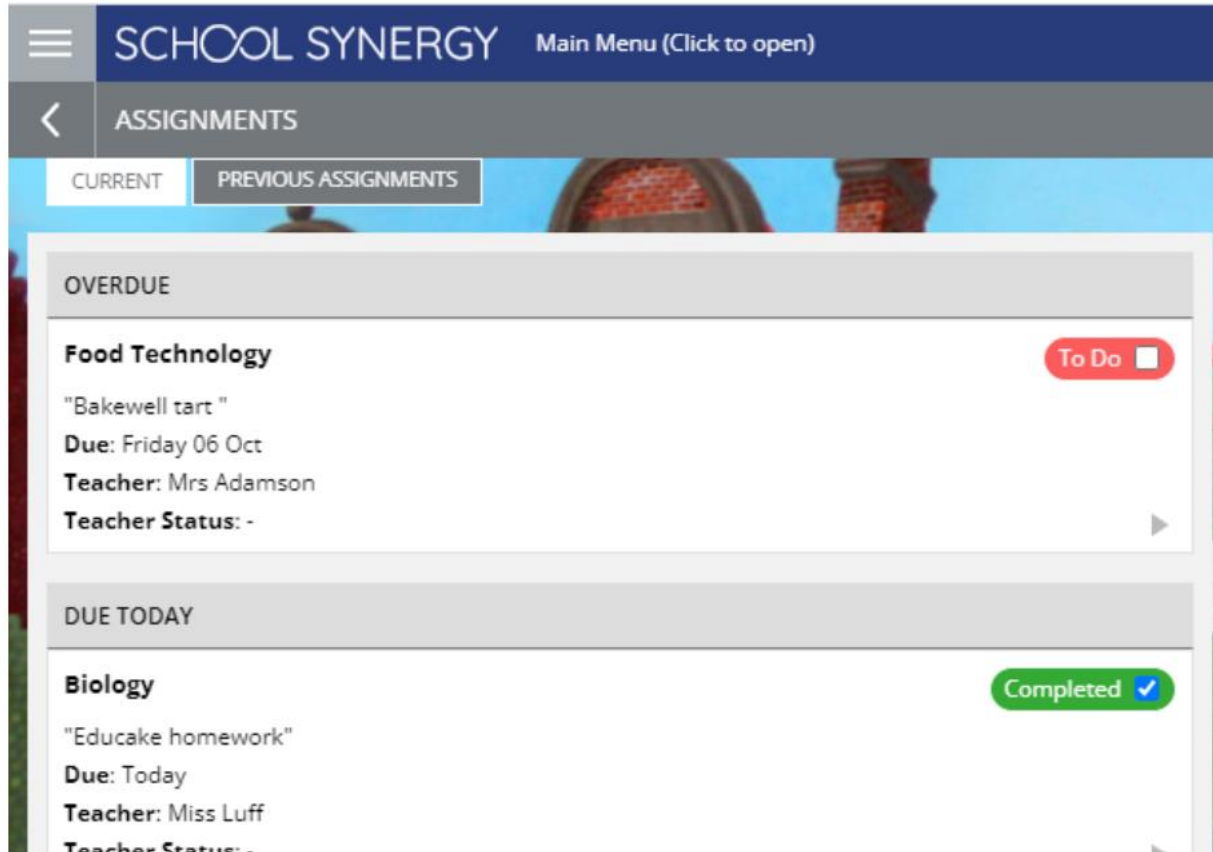
Using Synergy - Step by Step



1. Go to the three lines at the top corner and click Assignments



Using Synergy - Step by Step



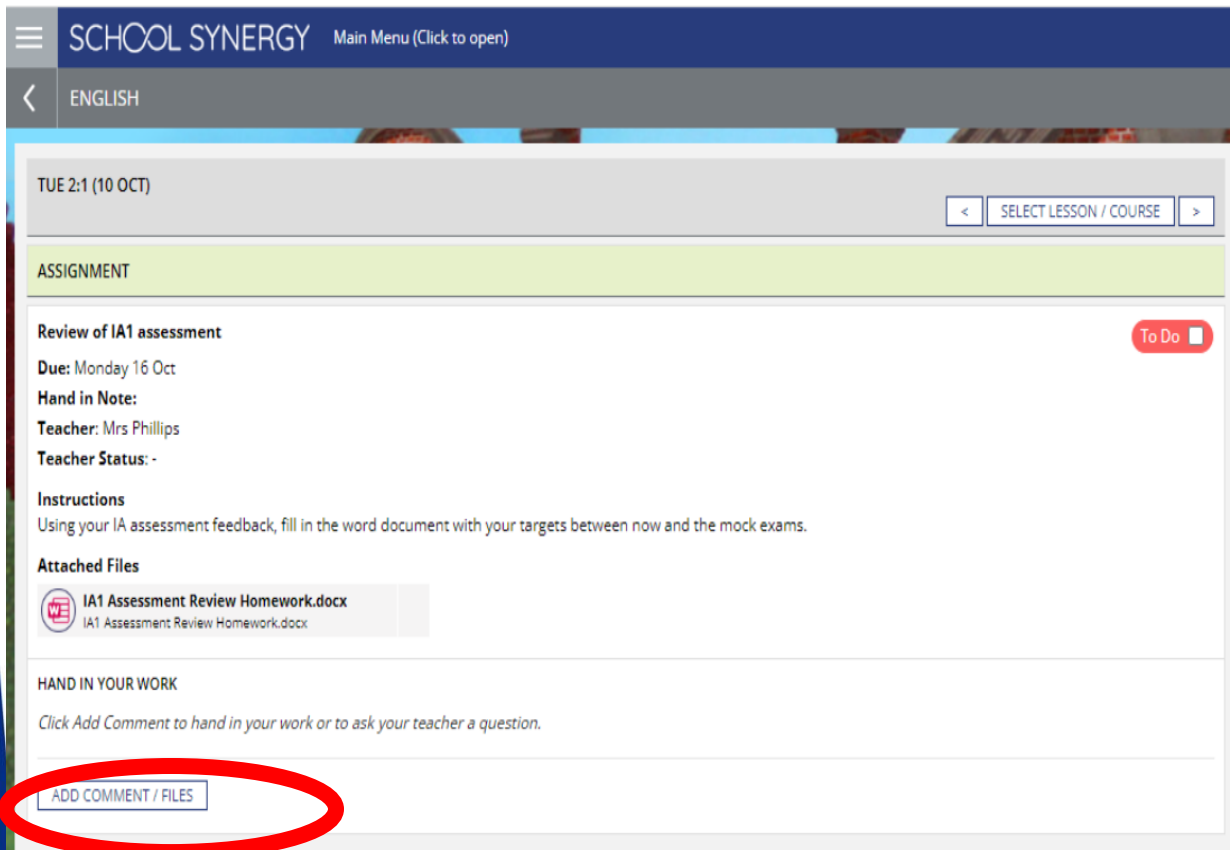
The screenshot shows the 'SCHOOL SYNERGY' interface. At the top, there's a 'Main Menu (Click to open)' link. Below it, the 'ASSIGNMENTS' section is active, with tabs for 'CURRENT' and 'PREVIOUS ASSIGNMENTS'. The 'CURRENT' tab is selected, showing two sections: 'OVERDUE' and 'DUE TODAY'. Under 'OVERDUE', there's a task for 'Food Technology' with the assignment 'Bakewell tart', due on Friday 06 Oct, by Mrs Adamson. It has a 'To Do' status with an unchecked checkbox. Under 'DUE TODAY', there's a task for 'Biology' with the assignment 'Educake homework', due today, by Miss Luff. It has a 'Completed' status with a checked checkbox.

Section	Subject	Assignment	Due Date	Teacher	Status
OVERDUE	Food Technology	"Bakewell tart "	Due: Friday 06 Oct	Teacher: Mrs Adamson	To Do <input type="checkbox"/>
DUE TODAY	Biology	"Educake homework"	Due: Today	Teacher: Miss Luff	Completed <input checked="" type="checkbox"/>

2. Here you can view any homework you've been set



Using Synergy - Step by Step



The screenshot displays the 'SCHOOL SYNERGY' interface. At the top, there is a navigation bar with a hamburger menu icon, the text 'SCHOOL SYNERGY', and a link 'Main Menu (Click to open)'. Below this is a grey bar with a back arrow and the word 'ENGLISH'. The main content area shows a lesson titled 'TUE 2:1 (10 OCT)' with a 'SELECT LESSON / COURSE' button. The 'ASSIGNMENT' section is highlighted in green. It contains details for a 'Review of IA1 assessment' with a 'To Do' button. The due date is 'Monday 16 Oct', the teacher is 'Mrs Phillips', and the status is '-'. The instructions state: 'Using your IA assessment feedback, fill in the word document with your targets between now and the mock exams.' Under 'Attached Files', there is a document icon and the file name 'IA1 Assessment Review Homework.docx'. The 'HAND IN YOUR WORK' section has a note: 'Click Add Comment to hand in your work or to ask your teacher a question.' At the bottom, a button labeled 'ADD COMMENT / FILES' is circled in red.

3. Read the instructions and download any attached files. When complete, save to your computer then click the Add Comment/Files button to upload



Using Synergy - Step by Step

4. Read the instructions and download any attached files. When complete, click Add Comment/Files

The screenshot displays the 'SCHOOL SYNERGY' interface. At the top, there is a navigation bar with a hamburger menu icon, the text 'SCHOOL SYNERGY', and a link 'Main Menu (Click to open)'. Below this is a grey bar with a back arrow and the word 'ENGLISH'. The main content area has a header 'TUE 2:1 (10 OCT)' and a 'SELECT LESSON / COURSE' button. The 'ASSIGNMENT' section is highlighted in green. It contains the title 'Review of IA1 assessment' with a 'To Do' status indicator. Below the title, it lists 'Due: Monday 16 Oct', 'Hand in Note:', 'Teacher: Mrs Phillips', and 'Teacher Status: -'. The 'Instructions' section states: 'Using your IA assessment feedback, fill in the word document with your targets between now and the mock exams.' The 'Attached Files' section shows a document icon and the file name 'IA1 Assessment Review Homework.docx'. The 'HAND IN YOUR WORK' section includes the text 'Click Add Comment to hand in your work or to ask your teacher a question.' At the bottom, a button labeled 'ADD COMMENT / FILES' is circled in red.



Using Synergy - Step by Step

Click Upload Files and choose your completed homework document >>

HAND IN YOUR WORK

Click Add Comment to hand in your work or to ask your teacher a question.

DRAFT

Write a comment...

5. Click Upload Files and choose your completed homework document





Using Synergy - Step by Step

HAND IN YOUR WORK

Click Add Comment to hand in your work or to ask your teacher a question.

DRAFT

Write a comment...

 **My Completed Homework.docx** 

File Options ×

- EDIT
- DELETE**
- DOWNLOAD

6. Click send to submit your homework. If you have made any mistakes and want to delete a file, click the box with the 9 squares



Using Synergy - Step by Step

7. If you need to ask a question, type it in the box before you click send

HAND IN YOUR WORK

Click Add Comment to hand in your work or to ask your teacher a question.

DRAFT

Hi Mrs Phillips, I need some help with Q3 please.

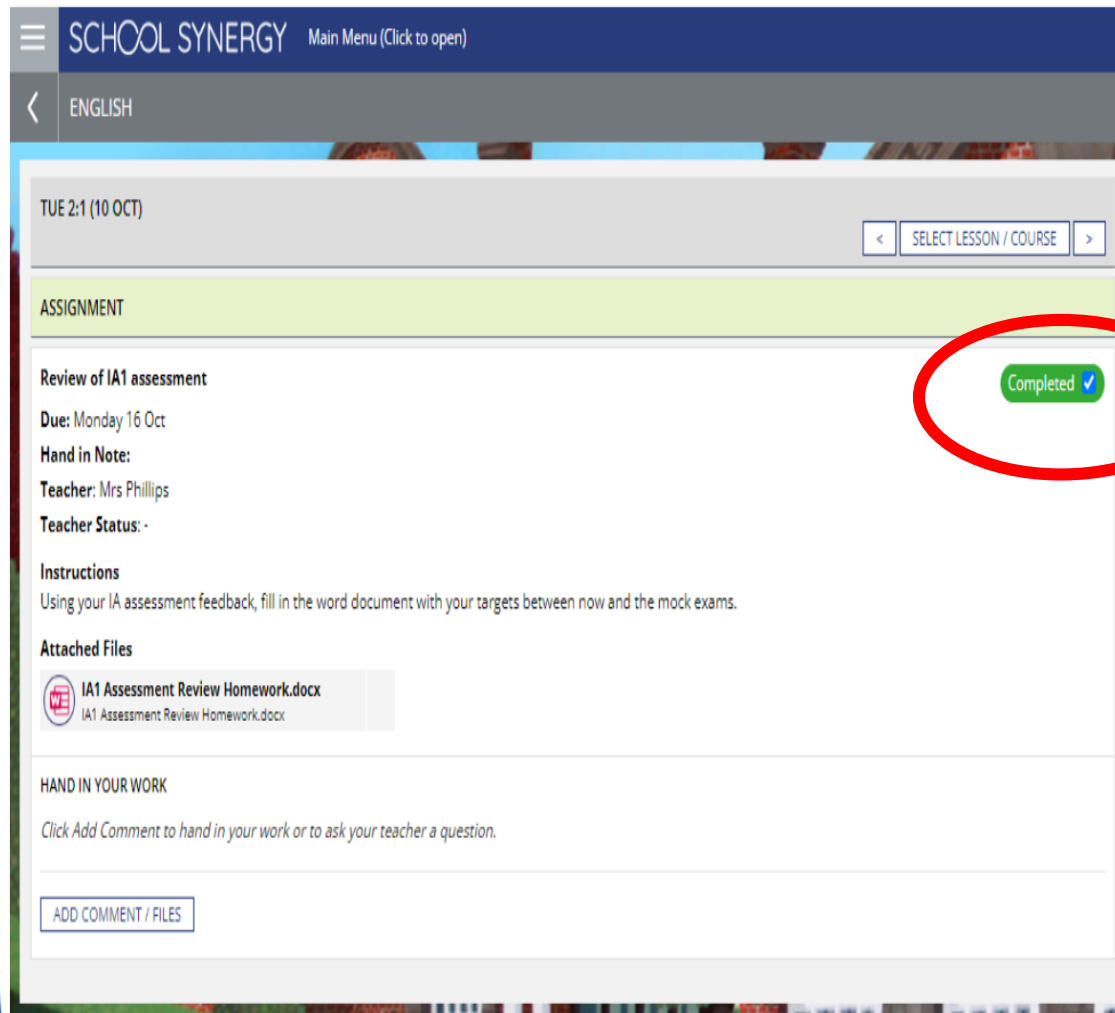
SEND

UPLOAD FILES

ADD LINK



Using Synergy - Step by Step



The screenshot shows the 'SCHOOL SYNERGY' interface. At the top, there's a navigation bar with 'SCHOOL SYNERGY' and 'Main Menu (Click to open)'. Below it, a grey bar shows 'ENGLISH'. The main content area is titled 'TUE 2:1 (10 OCT)' and has a 'SELECT LESSON / COURSE' button. A green bar labeled 'ASSIGNMENT' is followed by details for 'Review of IA1 assessment'. A green button labeled 'Completed' with a checkmark is circled in red. Below this, it says 'Due: Monday 16 Oct', 'Hand in Note:', 'Teacher: Mrs Phillips', and 'Teacher Status: -'. The 'Instructions' section says 'Using your IA assessment feedback, fill in the word document with your targets between now and the mock exams.' The 'Attached Files' section shows a document icon and 'IA1 Assessment Review Homework.docx'. The 'HAND IN YOUR WORK' section has a text input field and an 'ADD COMMENT / FILES' button.

8. Once you have submitted the homework, click in the 'To Do' box. This will change to 'Completed'

