


Welcome To Schrole Cover

Relief Teacher Manual



The image shows a landing page for the Schrole cover app. At the top, there is a navigation bar with the app logo and a sign-in form. The sign-in form includes fields for 'User Name' (containing 'robandsteph@westnet.com'), 'Password' (with masked characters), and a 'Sign In' button. Below the sign-in form are links for 'Remember me' and 'Forgot Password'. The main content area features three mobile device mockups (tablet, smartphone, and another smartphone) displaying the app's interface. To the right of the mockups is a section titled 'Educational and professional development' with placeholder text and a 'Read more' link. Below this is a 'Sign Up' section with input fields for 'First Name', 'Last Name', 'Email', and 'Phone Number', along with a 'Register' button and a 'Resend Registration Mail' link. At the bottom of the sign-up section is a green box with the message 'Your registration is completed Please Check your Email.' Below the mockups are 'Download on the App Store' and 'ANDROID APP ON Google play' buttons.

Schrole cover

User Name: robandsteph@westnet.com Password: ***** Sign In

Remember me Forgot Password

Educational and professional development

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[Read more](#)

Sign Up

First Name Last Name

Email

Phone Number

[Resend Registration Mail](#) Register

Your registration is completed Please Check your Email.

Download on the App Store ANDROID APP ON Google play

Welcome to Schrole Cover. This is how your school has chosen to select their relief teachers.

Go to www.schrolecover.com to register



The screenshot shows the Schrole Cover website's registration page. At the top, there is a navigation bar with the Schrole Cover logo on the left and a login section on the right. The login section includes fields for 'User Name' (containing 'robandsteph@westnet.com') and 'Password' (with masked characters), a 'Remember me' checkbox, a 'Forgot Password' link, and a 'Sign In' button. Below the navigation bar, the main content area features three mobile device mockups (a tablet and two smartphones) displaying the app interface. To the right of the mockups, there is a section titled 'Educational and professional development' with placeholder text and a 'Read more' link. Below this is a 'Sign Up' section with input fields for 'First Name', 'Last Name', 'Email', and 'Phone Number'. There are also 'Resend Registration Mail' and 'Register' buttons. At the bottom of the registration section, a green box displays the message: 'Your registration is completed. Please Check your Email.' Below the main content area, there are two buttons for downloading the app: 'Download on the App Store' and 'ANDROID APP ON Google play'.

Confirm Registration

Hi Relief,

Please complete your registration below:

Your password is :: TbvdnF

We have assigned a password on your behalf, if you want to change it then use change password functionality after login.

- I am looking for a job in a school(Substitute Teacher)
- I am looking for a job in a school(Education Assistant)
- I work in a school

Next

You will be taken to your dashboard where you will be asked to update your details. You can add a photo if you wish.

Relief Teacher

Dashboard Substitute Settings

Schrole
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Relief Teacher Support Logout

Update details

No image

Choose File Photo Upload

First Name Relief

Last Name Teacher

Email schrolecover@gmail.com

Phone Number 0892307000

Add your address details.

Additional information

Street 1 Street 1

Street 2 (Optional) Street 2

Suburb / City Suburb / City

State State

Postcode Post Code

Once you submit this information you will go back to the dashboard where you will be asked to select your school type where you want to work and the subjects you can teach.

The screenshot shows a web interface for a 'Relief Teacher'. At the top, there is a dark orange header with the text 'Relief Teacher' on the left and 'Relief Teacher' on the right. Below the header is a navigation bar with three buttons: 'Dashboard', 'Substitute', and 'Settings'. The 'Substitute' button is highlighted. Below the navigation bar is a large heading 'Substitute Dashboard'. Underneath the heading is a pink message box that says 'To select your school type and the subjects that you teach [click here](#).' Below this is a section titled 'Jobs Available' with a yellow message box that says 'No Jobs Available.' Below that is a section titled 'Schools' with a yellow message box that says 'No Records Found'. At the bottom of the page are three orange buttons: 'Manage Availability', 'Find Schools and Apply', and 'Manage My Profile'.

Relief Teacher

Dashboard Substitute Settings Relief Teacher

Substitute Dashboard

To select your school type and the subjects that you teach [click here](#).

Jobs Available

No Jobs Available.

Schools

No Records Found

Manage Availability Find Schools and Apply Manage My Profile

Please select below your school type and the subjects that you teach.

Please select those subjects that you want to teach or are qualified for below.

Lower Primary

<input type="checkbox"/> Music
<input type="checkbox"/> Art
<input checked="" type="checkbox"/> PE
<input type="checkbox"/> Languages
<input type="checkbox"/> Other
<input checked="" type="checkbox"/> Classroom Teacher
<input checked="" type="checkbox"/> Kindergarten
<input checked="" type="checkbox"/> Pre Primary

Upper Primary

<input type="checkbox"/> Music
<input type="checkbox"/> Art
<input checked="" type="checkbox"/> PE
<input type="checkbox"/> Languages
<input type="checkbox"/> Other
<input type="checkbox"/> Classroom

Middle School

<input checked="" type="checkbox"/> Humanities
<input checked="" type="checkbox"/> Science
<input checked="" type="checkbox"/> Math
<input checked="" type="checkbox"/> English
<input type="checkbox"/> Music
<input type="checkbox"/> Art
<input checked="" type="checkbox"/> Performing arts
<input checked="" type="checkbox"/> PE
<input type="checkbox"/> Languages
—

Upload your documents. These could be CV, Working with Children, Registration Card

Relief Teacher

Dashboard Substitute Settings

Relief Teacher Support Logout

Upload Documents

Find School

Available Jobs

Accepted Jobs

Manage Availability

Substitute Certificate Preferred Subjects Preferred Schools

To verify you as a... could include, for please check with... ed you submit your relevant documents. At the bottom of this page, click Create to upload your documents. These Working With Children Check, Teacher Registration, and Police Check. If you do not know the relevant documents,

No Certifications found!

Upload

Choose your document, complete the fields and click Submit

Relief Teacher

Dashboard Substitute Settings

Relief Teacher

Upload Document

Document Type Working With Children

Certificate Id 123465

Issue Date 05-May-2014

Issued By Australian Government

Document WWC.pdf Upload

Submit

Document is uploaded

Relief Teacher **Schrole**
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Dashboard Substituta Settings Relief Teacher Support Logout

Upload Documents

To verify you as a relief teacher, your school has requested you submit your relevant documents. At the bottom of this page, click Create to upload your documents. These could include, for example, your curriculum vitae (CV), Working With Children Check, Teacher Registration, and Police Check. If you do not know the relevant documents, please check with your school.

Substitua Certificates

	Certification Name	Issue Date	Issued By	Cert ID #
▶ 	Working With Children	05-May-2014	Australian Government	123465

[Upload](#)

Now you will need to choose your school.

Click on Find Schools and Apply

The screenshot shows the 'Substitute Dashboard' with a navigation bar at the top containing 'Dashboard', 'Substitute', and 'Settings'. Below the navigation bar, there are two sections: 'Jobs Available' and 'Schools'. Both sections display 'No Jobs Available.' and 'No Records Found' respectively. At the bottom, there are three buttons: 'Manage Availability', 'Find Schools and Apply', and 'Manage My Profile'. A blue arrow points from the text 'Click on Find Schools and Apply' to the 'Find Schools and Apply' button.

Select the schools you want to apply for and click Apply Now

The screenshot shows the 'Find Schools And Apply' page. It features a table with columns for 'Select', 'Name', and 'Short Description'. The table lists various schools, including Testerville, Rakesh Test School, Trents Ski School, Rob's Riding Academy, University of Wisconsin-Madison, Oakdale Primary, East Victoria Park Primary School, kite school, and Kelmscott Primary School. At the bottom right, there is a search bar with the placeholder text 'Search For School (enter school, school description, or school type)' and two buttons: 'Apply Now' and 'Search'.

Select	Name	Short Description
<input type="checkbox"/>	Testerville	The best school in Floreat
<input type="checkbox"/>	Rakesh Test School	This is my Test school
<input type="checkbox"/>	Rakesh Test School	Rakest Test
<input type="checkbox"/>	Rakesh Test School1	test
<input type="checkbox"/>	Trents Ski School	
<input type="checkbox"/>	Rob's Riding Academy	
<input type="checkbox"/>	University of Wisconsin-Madison	The University of Wisconsin-Madison is a highly regarded selective public research university located in Madison, Wisconsin, United States.
<input type="checkbox"/>	Oakdale Primary	Primary School
<input type="checkbox"/>	Oakdale Primary	Primary School
<input type="checkbox"/>	East Victoria Park Primary School	IPS primary School K - 7
<input type="checkbox"/>	kite school	Fly high kite shool.
<input type="checkbox"/>	Kelmscott Primary School	IPS Government Primary School

The School is notified and will let you know once they have accepted you.

Find Schools And Apply

Thank you for your application. Testerville, Oakdale Primary, Oakdale Primary have been notified of your application. You will be notified when the school has made a decision.

Your dashboard while you are waiting to be accepted

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Dashboard Substitute Settings

Substitute Dashboard

Jobs Available

No Jobs Available.

Schools

Name	School Description	Application Status
Testerville	The best school in Floreat	Applied
Oakdale Primary	Primary School	Applied
Oakdale Primary	Primary School	Applied

Manage Availability Find Schools and Apply Manage My Profile

Application Accepted

Your Substitute applications at Testerville School.



Inbox x



noreply@schrolecover.com via sendgrid.me

to me

Welcome Teacher,

We are happy to welcome you as a Substitute for the Testerville school.

Best Regards,
School Testerville

For questions on the tools or general support, please visit our forum.
www.schrole.com/support

Manage Your Availability

Upload Documents

Find School

Your Availability

Available Jobs

Accepted Jobs

Manage Availability

Switch to list view

Manage Availability

Su	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				May 1	2	3
4	5	6	7	8	9	10
11	12	13 Year 2 Position	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Add Availability

Select a start date.

Select an end date.

- Available between the above times
- Not available between the above times

Add Availability

Select the dates you are available and not available

Your Availability

Switch to list view

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				May 1	2	3
4	5	6	7	8	9	10
11	12	13 Year 2 Position	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

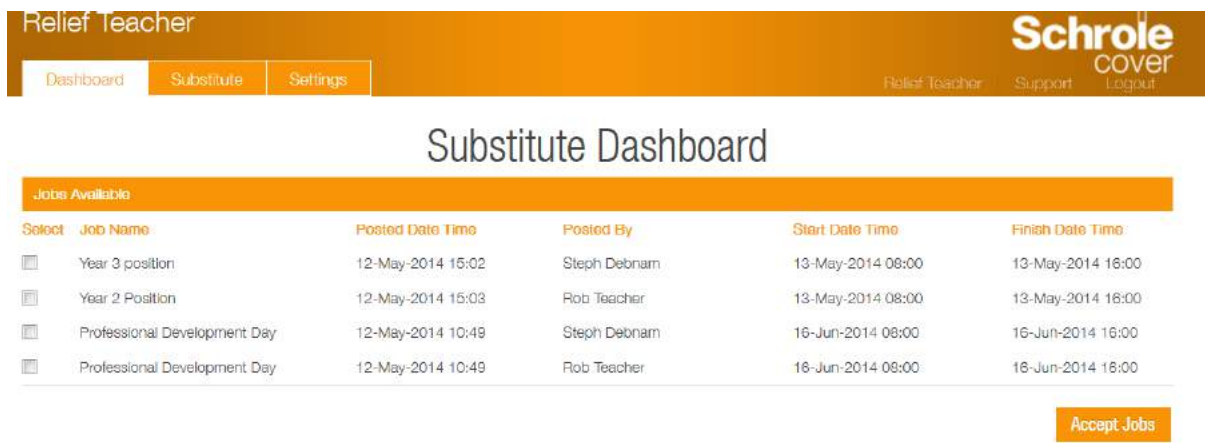
Add Availability

How to Accept Jobs

You will receive an email and also a notification on the App on your Smart Phone. This can be downloaded from the App Store and on Google Play after June 16 2014. Look for Schrole. It is a free download.

You can also find jobs on your dashboard.

To check on jobs that are available, look on your dashboard



The screenshot shows the 'Relief Teacher' dashboard for 'Schrole cover'. The navigation menu includes 'Dashboard', 'Substitute', and 'Settings'. The main heading is 'Substitute Dashboard'. Below this is a table of 'Jobs Available' with columns for 'Select', 'Job Name', 'Posted Date Time', 'Posted By', 'Start Date Time', and 'Finish Date Time'. There are four rows of job listings. An 'Accept Jobs' button is located at the bottom right of the table area.

Select	Job Name	Posted Date Time	Posted By	Start Date Time	Finish Date Time
<input type="checkbox"/>	Year 3 position	12-May-2014 15:02	Steph Debnam	13-May-2014 08:00	13-May-2014 16:00
<input type="checkbox"/>	Year 2 Position	12-May-2014 15:03	Rob Teacher	13-May-2014 08:00	13-May-2014 16:00
<input type="checkbox"/>	Professional Development Day	12-May-2014 10:49	Steph Debnam	16-Jun-2014 08:00	16-Jun-2014 16:00
<input type="checkbox"/>	Professional Development Day	12-May-2014 10:49	Rob Teacher	16-Jun-2014 08:00	16-Jun-2014 16:00

Click on the jobs you want to accept and click Accept Jobs

Substitute Dashboard

Jobs Available					
Select	Job Name	Posted Date Time	Posted By	Start Date Time	Finish Date Time
<input type="checkbox"/>	Year 3 position	12-May-2014 15:02	Steph Debnam	13-May-2014 08:00	13-May-2014 16:00
<input checked="" type="checkbox"/>	Year 2 Position	12-May-2014 15:03	Rob Teacher	13-May-2014 08:00	13-May-2014 16:00
<input checked="" type="checkbox"/>	Professional Development Day	12-May-2014 10:49	Steph Debnam	16-Jun-2014 08:00	16-Jun-2014 16:00
<input checked="" type="checkbox"/>	Professional Development Day	12-May-2014 10:49	Rob Teacher	16-Jun-2014 08:00	16-Jun-2014 16:00

[Accept Jobs](#)

You can only accept one job on the day.

Jobs have been accepted

Substitute Dashboard

2 Job Accepted Successfully

Accepted Jobs View

You can see the jobs you have accepted here.

Relief Teacher Schrole cover
Relief Teacher Support Logout

Dashboard **Substitute** Settings

- Upload Documents
- Find School
- Accepted Jobs**
- Available Jobs
- Accepted Jobs
- Manage Availability
- Preferred Subjects
- Preferred Schools

Accepted Jobs

Posted Date Time	Posted By	Start Date Time	Finish Date Time
12-May-2014 10:49	Steph Debnam	16-Jun-2014 08:00	16-Jun-2014 16:00
12-May-2014 15:03	Rob Teacher	13-May-2014 08:00	13-May-2014 16:00

[Go to Dashboard](#)

