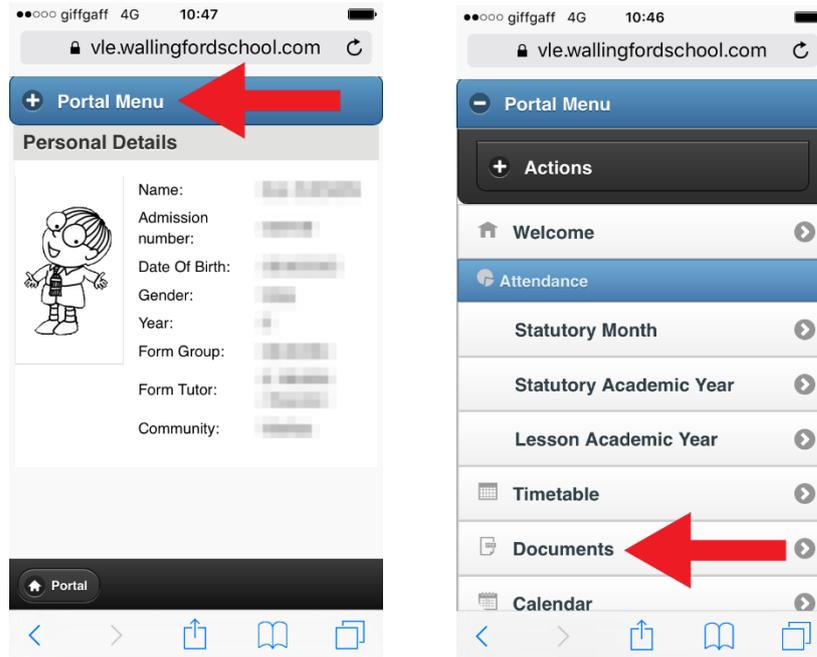


# Accessing Progress Reports, Reviews, etc. on a Mobile Device

If you are accessing your child's documents on the VLE using a mobile phone or tablet, you might find the display doesn't quite match the instructions you received on how to access them. Hopefully the steps below will help:

1. Select the **Children** button  from the front page. You should see pictures of your children.
2. Select the child whose documents you wish to view. You should now see the **Personal Details** page of your selected child.



3. Locate the blue bar at the top called **Portal Menu** (marked with a red arrow in the image above left) and tap it. The menu opens.
4. Locate the **Documents** menu item (shown with a red arrow in the image above right) and tap it. This opens the documents page for your child.
5. Select the file you wish to view.
6. To return to the VLE main front page, open the Portal Menu again and click on the black **Actions** menu item. From the sub menu that appears, select **Exit Portal**.

If you are still have difficulty, please contact the VLE Administrator, [vle@wallingfordschool.com](mailto:vle@wallingfordschool.com).