



# Getting started with mySecondTeacher

mySecondTeacher (MST) is an award-winning academic delivery platform, used globally by schools leaders, teachers, students and their parents. On MST, teachers can create, schedule and conduct live video and text classes, give out, receive and grade assignments, access various resources like Interactive Videos, eBooks, generate eTestpapers with Marking Schemes and socialise, among many other features. **You, as a parent of a child whose school is using MST, can track, monitor, and analyze your child's academic performance and activities on the platform.** For instance, you will gain access to their assignments and the teacher's gradings and feedback, review what your child has learned on the platform (e.g. the books read), and even review videos of class lessons should the teacher make those available.

There are a lot of things that you can do, and this manual will get you started.



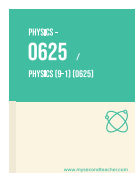
Watch our video -  
"Parents Gateway: Providing information on your child's learning activities online"  
[https://youtu.be/JvUIH\\_tyVK8z](https://youtu.be/JvUIH_tyVK8z)



# Our Learning Resources

## Interactive Video Lessons

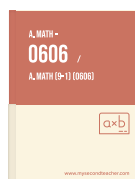
Available Now



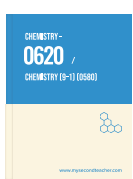
IGCSE Physics



IGCSE Biology

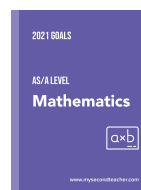
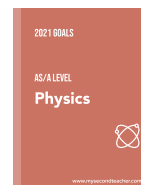


IGCSE A Math



IGCSE Chemistry

AS / A Level subjects coming online in 2021!



## eBooks

The entire Cambridge-endorsed TOP series Math and Science Primary 1 to Primary 6 textbooks, workbooks, and teachers guides from Alston Publishing are available as eBooks on our platform for subscription. Additionally, Alston's SMART series Math and Science textbooks and workbooks for lower-secondary are also available on our platform. Alston's English Language series books, which are appropriate for the entire Primary curriculum of Cambridge schools, will be available in early 2021.

Top Science eTextbooks



Science Smart eTextbooks



Top Science eWorkbooks



Science Smart eWorkbooks



Top Maths eTextbooks



Maths Smart eTextbooks



Top Maths eWorkbooks

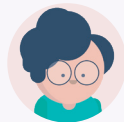


# What students say about mySecondTeacher



## Nao from Thailand

Ever since I started watching the videos, I start to understand more. It's like everything now makes sense. I know it helped me cuz I did Atomic Physics test last week and my score improved so much compared to previously.



## Hashim from Saudi Arabia

Yeaaaahhhh! I mean it's amazing.... the diagnostic report.



## Caitlyn from Indonesia

This chat thing! It's so convenient to be able to ask someone all my doubts.



## Bernice from Malaysia

It's fun! I didn't know something like this existed or I would have started using it long time ago!



## Tony from Singapore

The interactive videos cover the entire syllabus and even comes with loads of questions. So I don't need to refer to the textbook and workbook anymore.



## Lydia from Indonesia

Your videos are really helpful! Thanks for helping me and my friends achieve higher grades!



### FACT

#### Official IGCSE Cambridge Results (2019 June Series):

70% of ALL our students scored a distinction for IGCSE Physics.

The average grade of ALL our students is 7.5, which is between A and B.

# Understanding what mySecondTeacher can provide to Parents

As a parent, you want to know things like “what exactly my child is doing on the platform”, “how good are the lessons that my child has attended”, “what are the academic strengths and weaknesses of my child”, “what assignments has my child submitted and what are the grades and feedback obtained from teachers”, etc. If your child’s school uses mySecondTeacher, then all these answers are provided to you with the simple click of a few buttons.



## Monitor Platform Activity

Monitor the amount of time your child spends on the platform, and see what exactly your child is doing



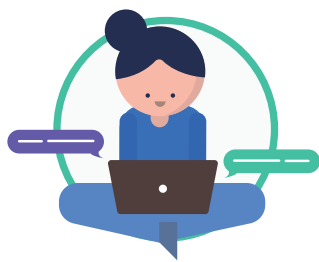
## Monitor Classroom Activity

Monitor and track your child’s academic performance, including attendance, assignment submission status, etc



## Tutorial Support

Get immediate academic help from qualified teachers for your child (this is an optional chargeable service offered by MST)



## School Leader-to-Parent Direct Communications

Your child’s school leader can send urgent updates and messages to you, including eConsent Forms where you can simply respond via the app



## Learning Resources

You will know which learning resources your child has been accessing, so that you can know when to intervene



### Expert Tip :

You can add multiple child accounts using only one parent account.



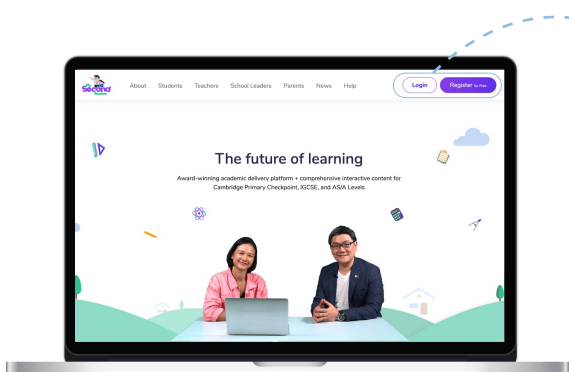
# Entering the Door of Parental Insights

Visit our website at [mySecondTeacher.com](https://mySecondTeacher.com) and click on 'Login' to enter our door of parental insights. If your child's school has already registered on your behalf, or if you have pre-registered, simply enter your email address and password and the door of parental insights will open for you.

Forgot your password?

**Forgot your password?**  
No worries, click here and we'll send a new one to your email address.

Your child's school didn't sign you up? No worries. Just click on 'Register for Free' and create an account for yourself. You will need to enter a "child code" in order to gain access to your child's information; more on that in the following pages.



Login

Register for free

On the top right-hand corner of [mySecondTeacher.com](https://mySecondTeacher.com), you can login to monitor, track, and analyse your child's academic progress.

# Your Dashboard

After you login, you will see a multi-faceted dashboard that consists of all the necessary tabs and links to the various features that you can use to keep up with your child's progress in school. There are three main functions (1) selecting or adding a child account, (2) reviewing your child's activity on the platform, and (3) reviewing your child's academic activities.



Click here to return to the Dashboard no matter where you are

Name of the child being reviewed

Kim Jensen

4 Click here to change your profile picture, email address, password etc.

The Task list for **Today** and **Tomorrow** summarizes all the major activities that your child needs to attend to and/or complete and/or submit by today or tomorrow respectively. This way, you can make sure that your child never misses a class or an assignment.

The Notice Board is where important announcements, consent forms, appointments, etc, are put up for parents, so that information directly from school leaders may reach you promptly.

# 1 Select/Add Child

Click on the Select/Add Child Action Card on your Dashboard whenever you want to select or add another child into your account.



**Home Tab**

**Home**

**Click here** to select or add another child into your account

**Select/Add Child**  
Click here to select or add another child into your account.

The Future School - For A Better Future  
Home Activity Classroom  
Parent/Guardian

Welcome **Martha**, you are now seeing information for **Kim Jensen**. What would you like to do today?

- Select/Add Child**  
Click here to select or add another child into your account.
- Activity on the Platform**  
Click here to see general reports on how your child is spending his/her time on the platform.
- Activity in the Classrooms**  
Click here to see classroom-specific reports for your child.

**Notice Board** Today's Task Tomorrow's Task

Currently, there isn't any notice from the school.  
Notices or consent forms sent by the schools are seen here.

Powered by **Second Step**  
© MySecondTeacher. All rights reserved.

**Kim Jensen**  
kimjensen@email.com

**Select Profile** of the child you want to view and click on continue button

**+ Add a Child's Account**

**Click here** to link a new Child's Account and click on continue button

**Select/Add Child**

**Select/Add Child**  
Who's profile do you want to view?

- Kim Jensen**  
kimjensen@email.com
- Adam Jensen**  
jensen.adam09@email.com

**+ Add a Child's Account**

Back Continue

## Select/Add Child (continued...)



### Link Child's Account

#### Enter your child's guardian key to link to their account

The key is found in your child's profile page.

1. Ask your child to login to their mySecondTeacher account
2. Click on their profile icon on the top right corner
3. Click on "My Profile"
4. Copy and paste the key found in the "Link Guardian Account" tab.

Verify Key

x x x x

x x x x

x x x x

Enter your child's guardian key to link to their account, then click on **Verify Key**

### Child's Account Successfully Linked

Your child's account has been successfully linked to your account.

Keep in mind that this link can be removed from your child's dashboard for security reasons.



**Martha Jensen**  
marth.jensen@email.com



**Kim Jensen**  
kimjensen@gmail.com

As a guardian, you can now track the activity of your child and gain insights to his/her academic performance on mySecondTeacher.

Okay

**Click here** to link your child's account to your account.



#### Warning!

If you have entered the correct key, your accounts will be linked. To protect the digital well-being of our students, **you will be locked out of the platform if you have made too many incorrect attempts** at linking child accounts, and both the school as well as the platform administrators will be notified.

Note: You will only get 2 attempts to try again if the guardian key you entered is invalid.



## 2 Activity on the Platform



Click on the **Activity on the Platform** action card whenever you want to see general reports on how your child is spending his/her time on the MST platform.

**Click here** to see general reports on how your child is spending his/her time on the platform

Home Tab

Home

Activity on the Platform

Click here to see general reports on how your child is spending his/her time on the platform.

The Future School - For A Better Future

Home Activity Classroom

Welcome Martha, you are now seeing information for **Kim Jensen**. What would you like to do today?

- Select/Add Child**  
Click here to select or add another child into your account.
- Activity on the Platform**  
Click here to see general reports on how your child is spending his/her time on the platform.
- Activity in the Classrooms**  
Click here to see classroom-specific reports for your child.

Notice Board Today's Task Tomorrow's Task

Currently, there isn't any notice from the school.  
Notices or consent forms sent by the schools are seen here.

Powered by MySecondTeacher

© MySecondTeacher. All rights reserved.

Activity

You can also go to **Activity Tab** to view your child's activity on the platform

# Activity on the Platform (continued...)

**Home Tab**

Home

Select the required time period of the report

Last 7 Days | Aug 20, 2020 - Aug 27, 2020

The Future School For A Better Future

Home Activity Classroom

Parent/Guardian

**KimJen**  
Kim Jensen

kimjensen@email.com  
Raffles School  
Novena, Singapore

45 Tutor Credits

Last 7 Days | Aug 20, 2020 - Aug 27, 2020

**96** Hours  
Time spent on platform

**2.13** Hours  
Avg. Session Time

**12**  
Testpaper Generated

**45**  
Logins

**6**  
Avg. logins per day

**132**  
Credits Used

**Recent Activity**

- 1 Assignment Submitted
- 1 Live Class Attended
- 2 eBooks Accessed
- 1 Interactive Video Watched
- 10 Tutor Credits Deducted

View Detailed Activity

Click here to switch between subjects

Secondary 3G (IGCSE...)

**Performance Report** of your child's performance based on assessments in our Interactive Videos

View Detailed Activity

Click here to view the detailed activity of your child

Click here to toggle between Interactive Videos, Session and Assignments

Secondary 3G (IGCSE...)

Student's Performance Report

Interactive Videos | Sessions | Assignments

**Interactive Videos**

Total Videos	75
Total Viewed (20 Hours)	65
Total Completed	43
Total Mastered	21

58% Subject Completion

32% Subject Mastery

Recent Reports

- 3.02 Atomic Mass
- 4.22 Electricity and Magnetism
- 3.17 Ohm's Law
- 1.02 Atomic Mass
- 1.02 Atomic Mass

Search by video name

General Physics

**Basic Introduction**

Light

Electromagnetic spectrum

Thermal Physics

Waves

Electricity and Magnetism

Atomic Physics

REPORTS OF "BASIC INTRODUCTION"

**1.01 Basic Measurement and Units**

The student has no diagnostic report for this lesson.

1.02 S.I Units

1.03

1.04

1.05

1.06

Click here to view your child's detailed mastery report

IGCSE Chemistry 0620 - Chapter 2: Experimental techniques

**2.04 Paper Chromatography**

Kim Jensen  
Innovate Tech School  
IGCSE Chemistry 0620: Practical Class  
24 June 2020 at 3:06 PM

**2/18** 00:14  
per score on total test

The student does not understand that a ruler is used to measure distance. A ruler is used in chromatography to measure the migration distance of substance and the migration distance of solvent front.

The student does not understand about colour reagent. To perform chromatography on coloured substances, we spray the colorless chromatogram with a reagent to make the dyes/compounds appear. This spray reagent is also known as locating agent. For example, we usually use ethanolic spray on amino acids. Locating agent is not used when performing chromatography on colour substances, for example, chromatography on different dyes.

The student does not understand about the baseline. The baseline is drawn in pencil just above the solvent surface. For this reason, the baseline is also called the pencil line.

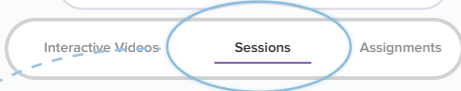
The student does not understand that transition elements form colored compounds.

The student does not understand that a substance with a greater R<sub>f</sub> value travels faster and further distance compared to those with smaller R<sub>f</sub> values.

The student has not gained an adequate mastery of this topic and further review of the lesson is necessary. Further details provided in this document would provide us with further insights into the student's learning objectives.

## Activity on the Platform (continued...)

Select **Sessions** to list out all the sessions (i.e. video-based lessons) attended by your child



Interactive Videos **Sessions** Assignments

All session filtered by **None** ▾

Session Name ▾	Status ▾	Session Date ▾	Session Time	Action
Chemistry Session 1	● Attended	16 Mar 2020	10:00 AM - 11:00 AM	▶ Play Recording
Individual Session w/ Kim and Adam	● Missed	16 Mar 2020	10:00 AM - 11:00 AM	No Recording Available
Chemistry Session 2	● Attended	16 Mar 2020	10:00 AM - 11:00 AM	▶ Play Recording
Chemistry Session 3	● Attended	16 Mar 2020	10:00 AM - 11:00 AM	▶ Play Recording
Chemistry Session 4	● Missed	16 Mar 2020	10:00 AM - 11:00 AM	▶ Play Recording
Individual Session with Kim	● Attended	16 Mar 2020	10:00 AM - 11:00 AM	▶ Play Recording

Detailed Reports of your child's Sessions



Select **Assignments** to list out all the assignments assigned to your child

Interactive Videos Sessions **Assignments**

All submissions filtered by **None** ▾

Assignment Name ▾	Submission Date ▾	Student's File/URL/Remarks	Grade	Action
Chemistry Assignment 1	● 16 March 2020	report.docx <a href="#">📄</a> <a href="#">View Remarks</a>	Not yet graded	👁 View Remarks
Chemistry Assignment 2	● 09 Jul 2020	drive.g/182k28	87	👁 View Remarks
Chemistry Assignment 3	● Missed	-	-	👁 View Remarks
Chemistry Work 1	● 23 Aug 2020	assignment report.docx <a href="#">📄</a>	87	👁 View Remarks
Chemistry Work 2	● 16 March 2020	-	82	👁 View Remarks
Chemistry Assignment 4	● Missed	-	-	👁 View Remarks
Chemistry Assignment 5	● 16 Nov 2020	assignment report.docx <a href="#">📄</a>	58	👁 View Remarks

Detailed Reports of your child's Assignments

## Activity on the Platform (continued...)

Click here to switch between simplified and detailed view

Home Tab

Home

Simplified View

Detailed View



The Future School - For A Better Future

Home Activity Classroom



Parent/Guardian

Start Date



04, 2020

Total 3 Logins

Login at 5:15 PM - 6:00 PM (45 Minutes)

1 Assignment Submitted

1 Live Class Attended

Login at 3:33 PM - 4:10 PM (37 Minutes)

1 Interactive Video Watched

1 Testpaper Created

Login at 1:01 PM - 2:31 PM (1.5 Hours)

3 Interactive Videos Watched

2 eBooks Accessed

Simplified View

Detailed View

Start Date



Click here to choose the starting date

End Date



Click here to choose the end date

Activity Type



Click here to choose the activity type



Kim Jensen

August 03, 2020

Total 2 Logins

Login at 1:01 PM - 2:31 PM (1.5 Hours)

10 Tutor Credits Deducted

3 eBooks Accessed

Login at 10:33 PM - 11:10 PM (37 Minutes)

1 Interactive Video Watched

1 Live Class Attended

Expand

Powered by



© MySecondTeacher. All rights reserved.



## Activity on the Platform (continued...)

Home Tab

Home

Click here to switch between simplified and detailed view

Simplified View **Detailed View**

The Future School - For A Better Future

Parent/Guardian

Home
Activity
Classroom

Kim Jensen

Start Date  End Date  Activity Type  Reset

All Activity

Simplified View
**Detailed View**

August 04, 2020 Total 3 Logins

Login at 5:15 PM - 6:00 PM (45 Minutes)

- **Assignment** Physics Homework Assignment 1 Submitted
- **Session** Physics Classroom Session(5:30 PM- 6:00 PM) Joined

Login at 3:33 PM - 4:10 PM (37 Minutes)

- **IVY** IGCSE Chemistry - 1.23 Equilibrium 100% ● Inadequate Mastery
- **Testpaper** Mock Paper for Practice (IGCSE Physics 0625) Marks: 14 out of 20

Login at 1:01 PM - 2:31 PM (1.5 Hours)

- **IVY** IGCSE Physics - 1.02 S.I Units 100% ● Inadequate Mastery
- IGCSE Physics - 1.02 S.I Units 100% ● Adequate Mastery
- IGCSE Physics - 1.02 S.I Units 100% ● Complete Mastery

- **eBook** Top Maths Textbook 1A Accessed 6 pages View Detail
- Top Maths Textbook 1A Accessed 3 pages

August 03, 2020 Total 2 Logins

Login at 1:01 PM - 2:31 PM (1.5 Hours)

- **Credits** 10 Tutor Credits Deducted Same text as "Credit Remarks"

Powered by

© MySecondTeacher. All rights reserved.

View Detail

Access Report of Top Maths Textbook 1A
✕

Accessed on August 04, 2020


Chapter	Page
Chapter 1	Page 4
Chapter 1	Page 6
Chapter 1	Page 7
Chapter 1	Page 8
Chapter 1	Page 9
Chapter 2	Page 23

### 3 Activity in the Classrooms

Click on the **Activity in the Classrooms** action card whenever you want to see classroom-specific reports of your child.



Click here to see classroom-specific reports of your child

 **Activity in the Classrooms**  
Click here to see classroom-specific reports for your child.

Home Tab

 Home

Notice Board

Today's Task

Tomorrow's Task



Currently, there isn't any notice from the school.  
Notices or consent forms sent by the schools are seen here.

Powered by



© MySecondTeacher. All rights reserved.




The Future School - For A Better Future

 Home  Activity  Classroom



Parent/Guardian

 Classroom

You can also go to **Classroom Tab** to view your child's classroom activities

## Activity in the Classrooms (continued...)

**Home Tab**

Select **Teacher's Session** to list all the sessions

Home Tab

Home

The Future School - For A Better Future

Home Activity Classroom

IGCSE Chemistry 0620

Secondary 3G  
45 Students

Teacher's Session Assignments

Apr 22, 2020 - Apr 29, 2020

Day	Date	Sessions
Sunday	April 22, 2020	0 Session
Monday (Today)	April 23, 2020	3 Sessions
Tuesday	April 24, 2020	3 Session
Wednesday	April 25, 2020	3 Session
Thursday	April 26, 2020	3 Session
Friday	April 27, 2020	3 Session
Saturday	April 28, 2020	0 Session

Today's Upcoming Session

- 10:00 AM **Chemistry Classroom A**  
Chemistry Session  
11:00 AM - 12:59 PM
- 1:00 PM **Classroom B**  
Chemistry Session
- 2:00 PM **Feedback Session with Teacher**  
Individual Session  
3:00 PM - 11:59 PM

Powered by MySecondTeacher

All rights reserved.

Select **Assignments** to list all the assignments

Teacher's Session Assignments

Secondary 3G - IVy  
45 Students

Secondary 3G - eBook  
45 Students

Teacher's Session Assignments

Open Assignment (2)

**Chemistry Assignment 3** Assigned: 26 Apr 2020 SGT Deadline: 10 May 2020 SGT

This assignment covers the topics of first 3 chapter. Please do it well and good luck. Review the videos if you need to.

Assignment Question.docx diagram.png

Pending Not yet graded Full Report

**Chemistry Assignment 2** Assigned: 26 Apr 2020 SGT Deadline: 10 May 2020 SGT

What is the usage of polyester? Please write about it in 300 words.

Completed Not yet graded Full Report

Closed Assignments (3)

Powered by MySecondTeacher

© MySecondTeacher. All rights reserved.

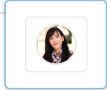
**Full Report**

Click here to get full report of the assignment

# 4 Basic Information

You can personalise your mySecondTeacher experience. You can change your profile picture, change your password, and other information. You can also review your linked child's account.

Click here to change your details



The Future School - For A Better Future

Home Activity Classroom

My Profile

- Basic Information
- Linked Child's Account
- Change Password
- Popup Guides

Full Name: Martha Jensen

Nick Name: Martha

Email Address: kelvinjun@gmail.com

Phone Number: +65 281 28191

Save Changes

Parent/Guardian

Remove

Max Image Size = 1MB

Click here to change your profile picture

Change Password

Click here To change your password

Linked Child's Account

Click here to link new child's account or to remove it

Add Child

Child	Email	Action
Kim Jensen	kim.jensen@email.com	Remove
Adam Jensen	adam.jensen@email.com	Remove



# Need more information?

Some teachers use mySecondTeacher for flip learning. Others use our platform to help students prepare for tests and examinations. Some teachers even use our platform to aid them with differentiated learning, or as extensions of themselves so that their students have out-of-school academic support. If your child's school is not using our platform, do send them this document to let them know what they are missing out on! 😊



[/mysecondteacher](#)



[/mysecondteacher](#)



[support@mysecondteacher.com](mailto:support@mysecondteacher.com)



[www.mysecondteacher.com](http://www.mysecondteacher.com)

## Ready for more?

Explore the platform on [app.mysecondteacher.com](http://app.mysecondteacher.com)

We are available on demand **24X7** to assist you.  
We hope to support you through your journey  
at **mySecondTeacher**.