

**To install and utilize the GoGuardian Parent App, please review the directions below.**

**NOTE: Parent settings are only enforced during “out-of-school hours”. Currently, out-of-school hours are 3:00pm to 6:30am the following day Monday through Friday and all day Saturday and Sunday.**

## **Download and open the application**

After receiving the notice from your school, download the GoGuardian Parent App available on the Apple App Store or Google Play.


NOTE: GoGuardian Parent is currently compatible with iOS versions equal to or newer than iOS 8 and Android version equal to or newer than Android Jelly Bean, v16, 4.1.x.

Once the app has been installed, find the application within the apps list and tap the icon to open it.



## Enter email address for authentication

Once the application has loaded, follow the on-screen prompts to authenticate the application with your email address on file with the school.



**Welcome to GoGuardian**

To login, enter your email for authentication

**Enter**

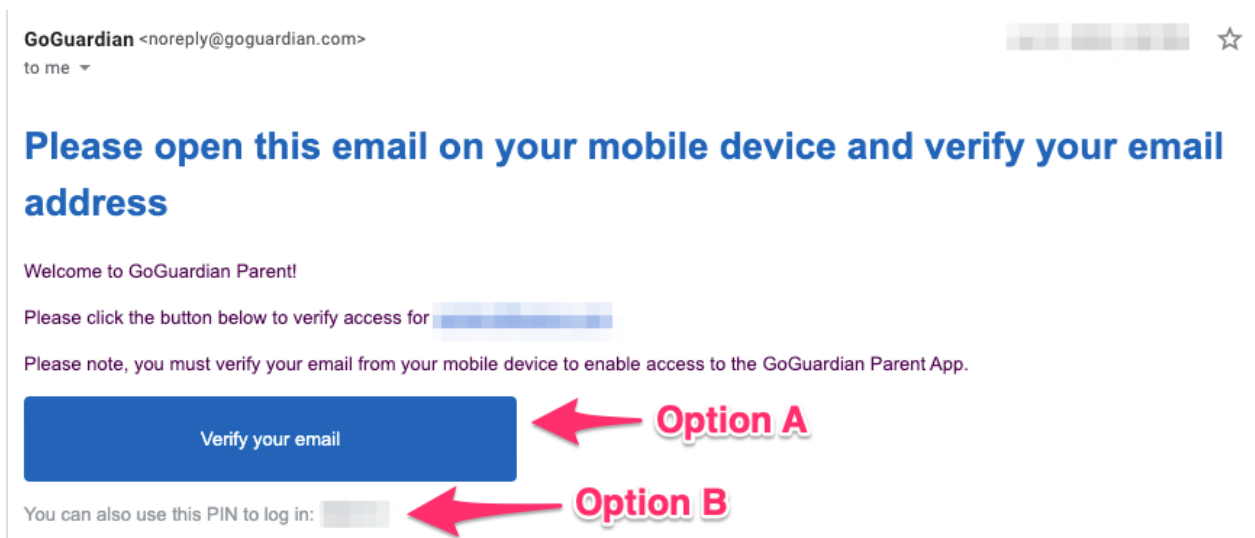
NOTE: If the message *"Sorry, the email you provided can't be verified. Please try again or contact your school"* appears, double-check the spelling of the full email address.

If it is correct, please contact the school to verify the email is on file.

## Email verification

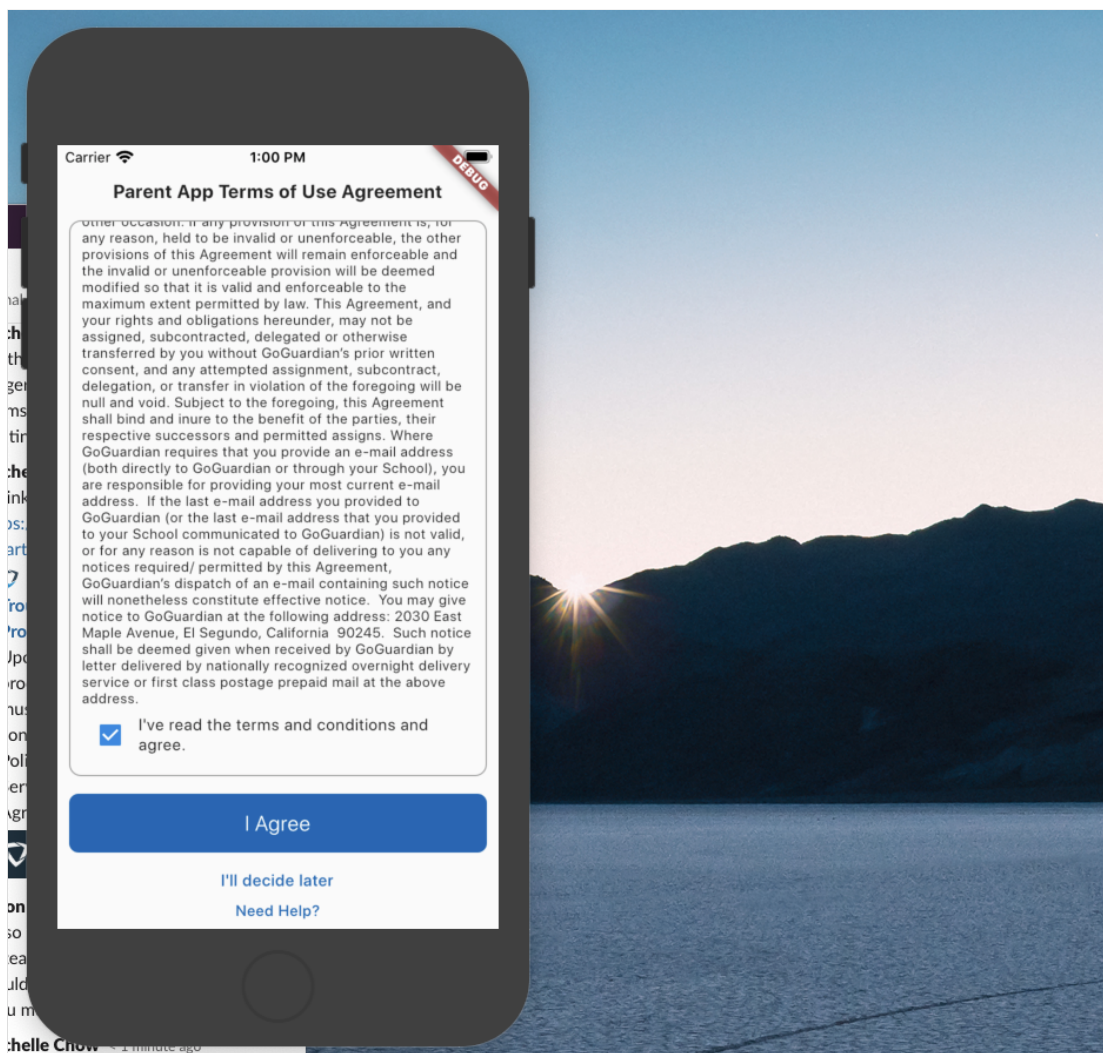
After successfully entering the email address, a prompt will appear "Please check your email - Click the link in your email to log in."

Proceed to check your email on your mobile device and press the link within the email to complete verification. If the link does not work, use the PIN provided within the email within GoGuardian Parent to complete verification.



## Review terms and conditions

After successfully entering the email address, proceed to read the terms and conditions for GoGuardian Parent by navigating to the bottom of the text box. After reading the terms and conditions, press the checkbox to confirm review of the text and press the "I Agree" button.



NOTE: If the "I Agree" button is not present and shows as "Read to the bottom" to ensure that the text has been reviewed by reading to the bottom of the text within the text box and press the checkbox to confirm the text has been reviewed.

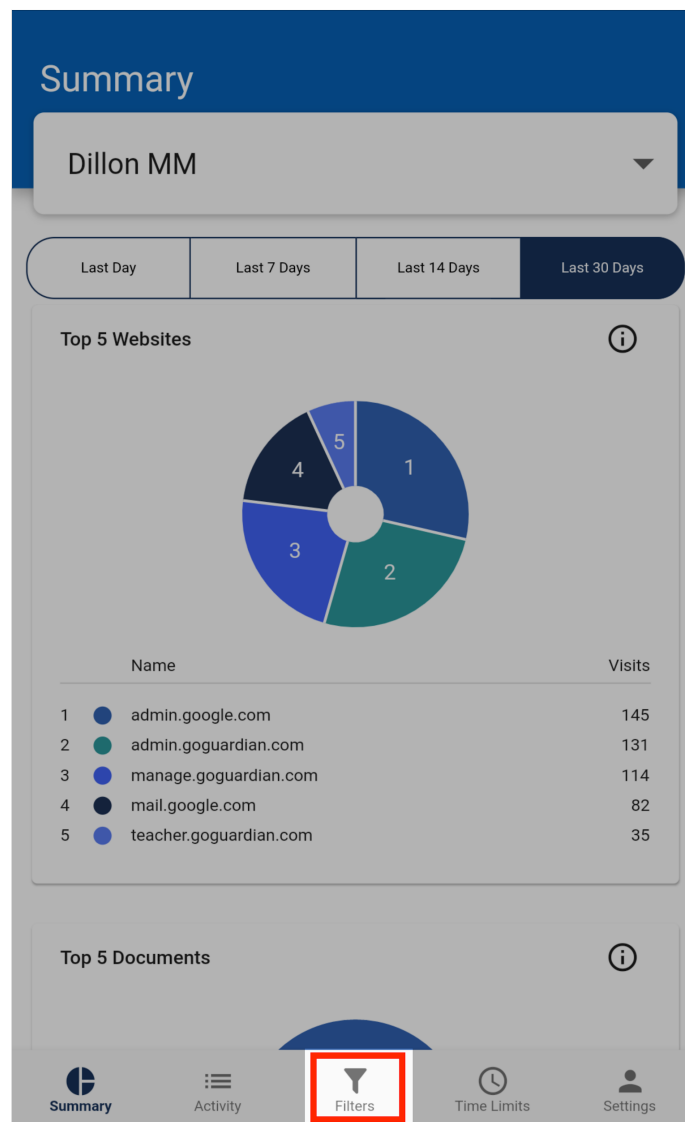
If this does not work, please close the application, confirm the device has an active internet connection, re-open the application, and try again.

# Configure Filtering Settings for your Children

GoGuardian Parent allows you to enforce which sites your children cannot access while considered "out of school," allows for on demand pausing of internet access for your children, as well as scheduling specified periods of no internet access.

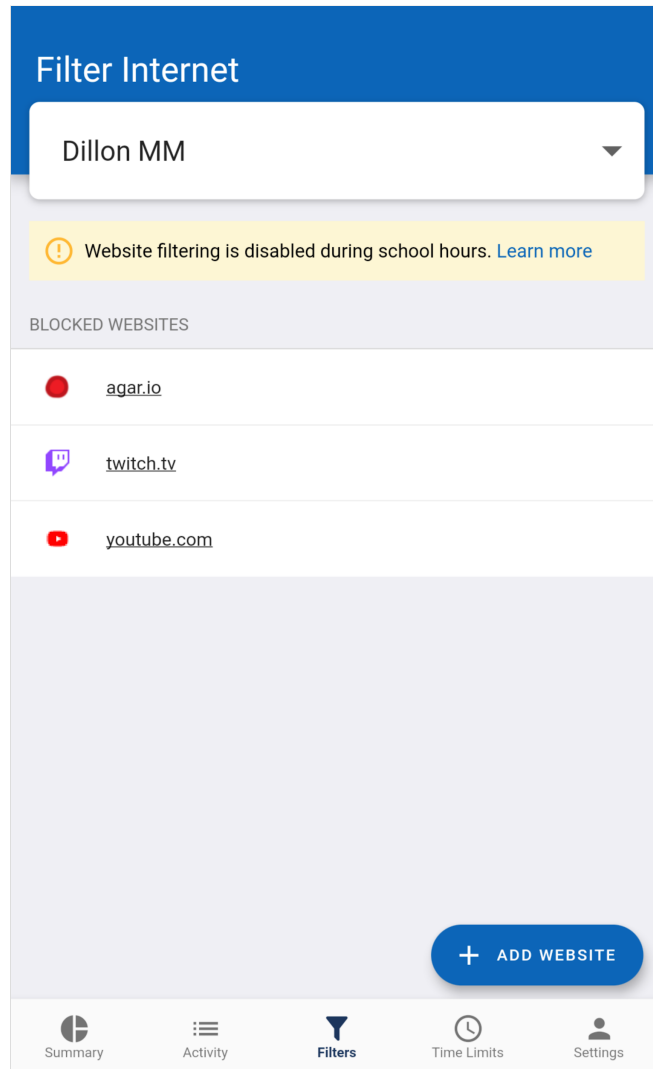
## Website Filtering

1. From the homepage of the parent application press the middle icon at the bottom of the interface to open the Filters menu.



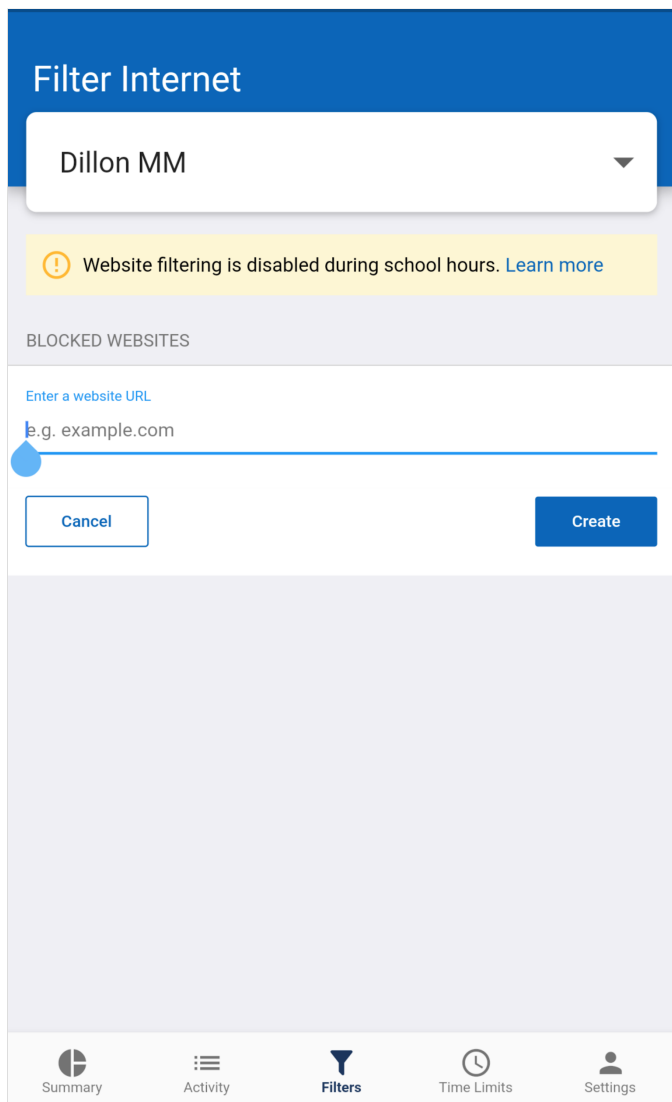
2. After pressing **Filters**, tap the blue button at the bottom right corner of the interface to add a website to block access for your child's managed device. You can add subdomains such as mail.google.com or entire domains such as

youtube.com.

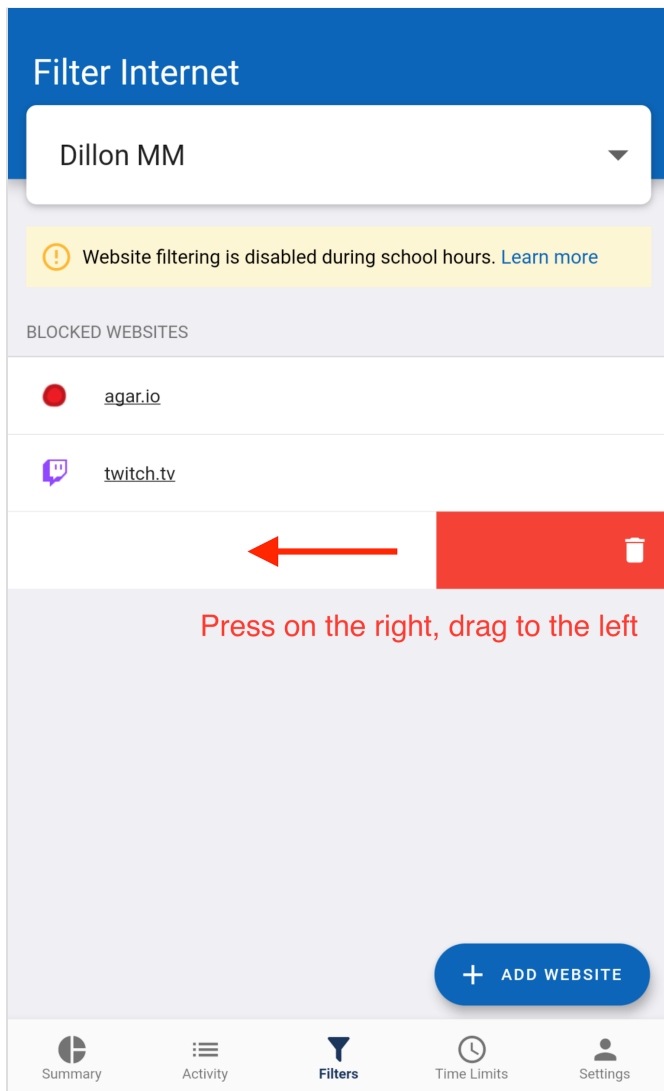


Wildcard expressions are currently NOT supported by GoGuardian Parent. After typing the domain or subdomain, press the blue button **Create** to save the filter. It may take around 2 minutes or so for the filtering to take effect on a child's managed browser.

Note: It may take up to 2 minutes for student browsing to be affected by GoGuardian Parent filtering once a change is made. Filtering may not appear to be effective if a child stays on a webpage for an extended period without navigating to a different page of the site. The site will be blocked upon subsequent navigation.



3. Delete a filter by pressing the area to the right of the site and dragging it to the left. The row will be highlighted in red and will be deleted after being flicked to the left.



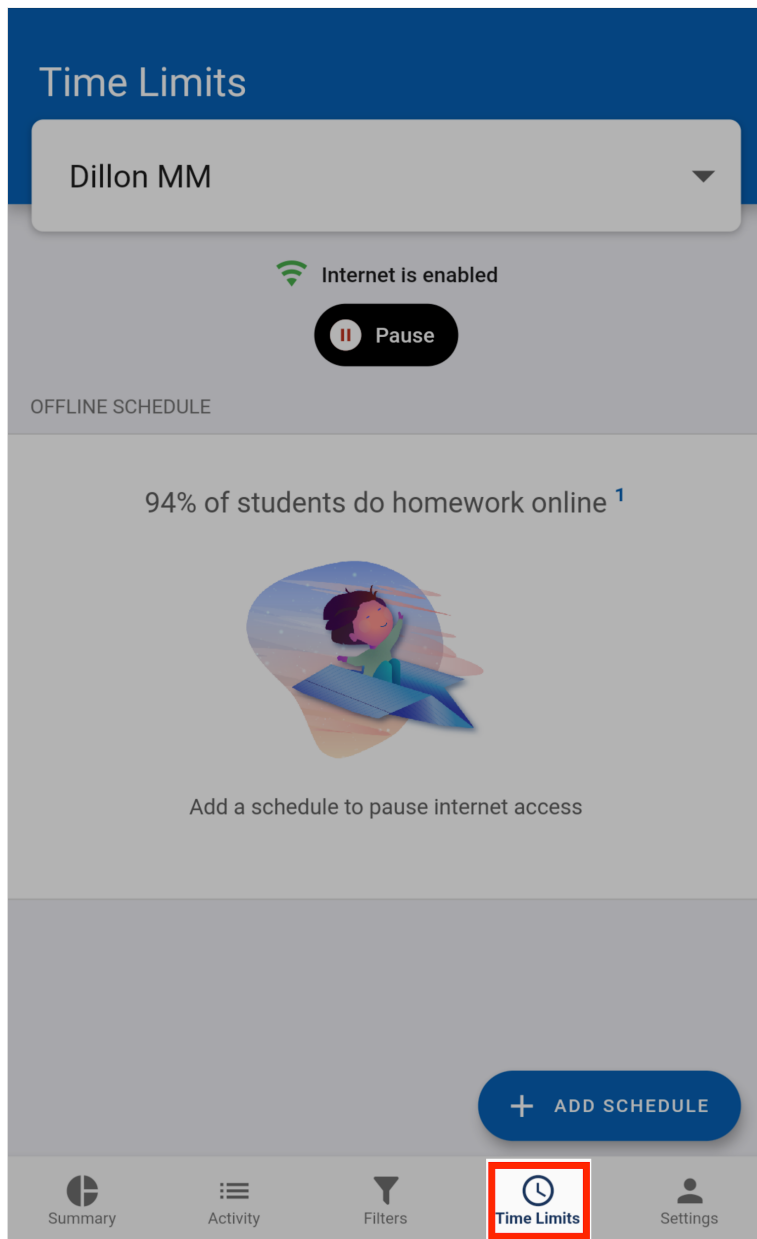
## Pause the internet for your child

While your child is considered "out of school", you can pause the internet for a specified timeframe manually, or pause internet access on a specified recurring schedule.

### Manually Pause Internet Access

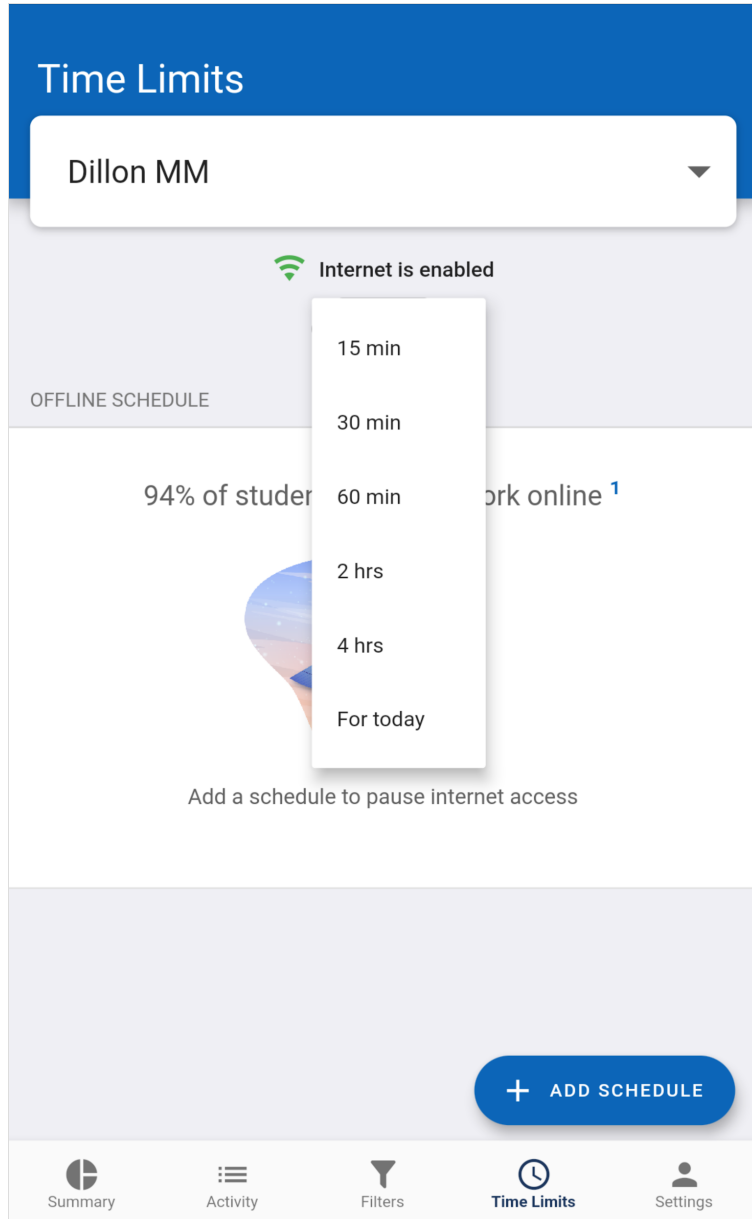
1. From the homepage of the parent application displaying a summary of your child's browsing activity, press the fourth icon at the bottom of the interface to open the time limits menu.



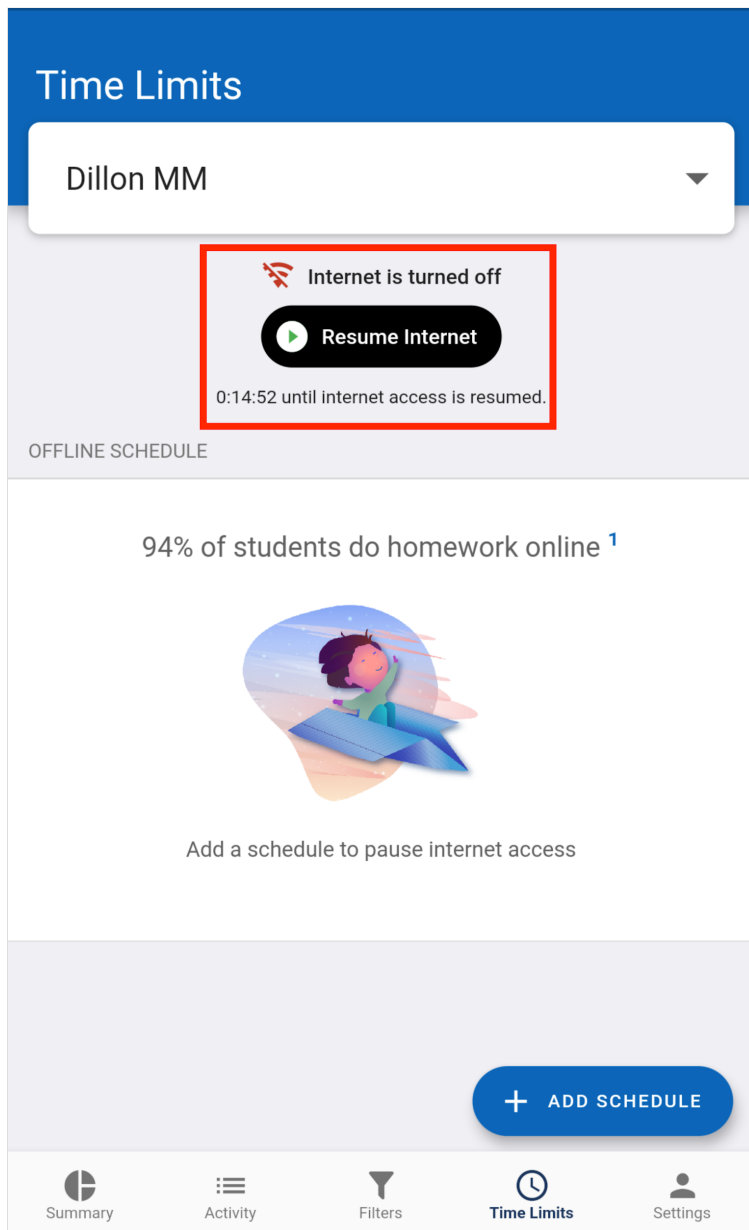


2. Press the pause internet button to view and select the desired timeframe from the preset increments to pause the internet for your child. It may take around 2 minutes or so for the filtering to take effect on a child's managed browser.

Note: filtering may not appear to be effective if a child stays on a webpage for an extended period without navigating to a different page of the site. Activity will be blocked upon subsequent navigation.



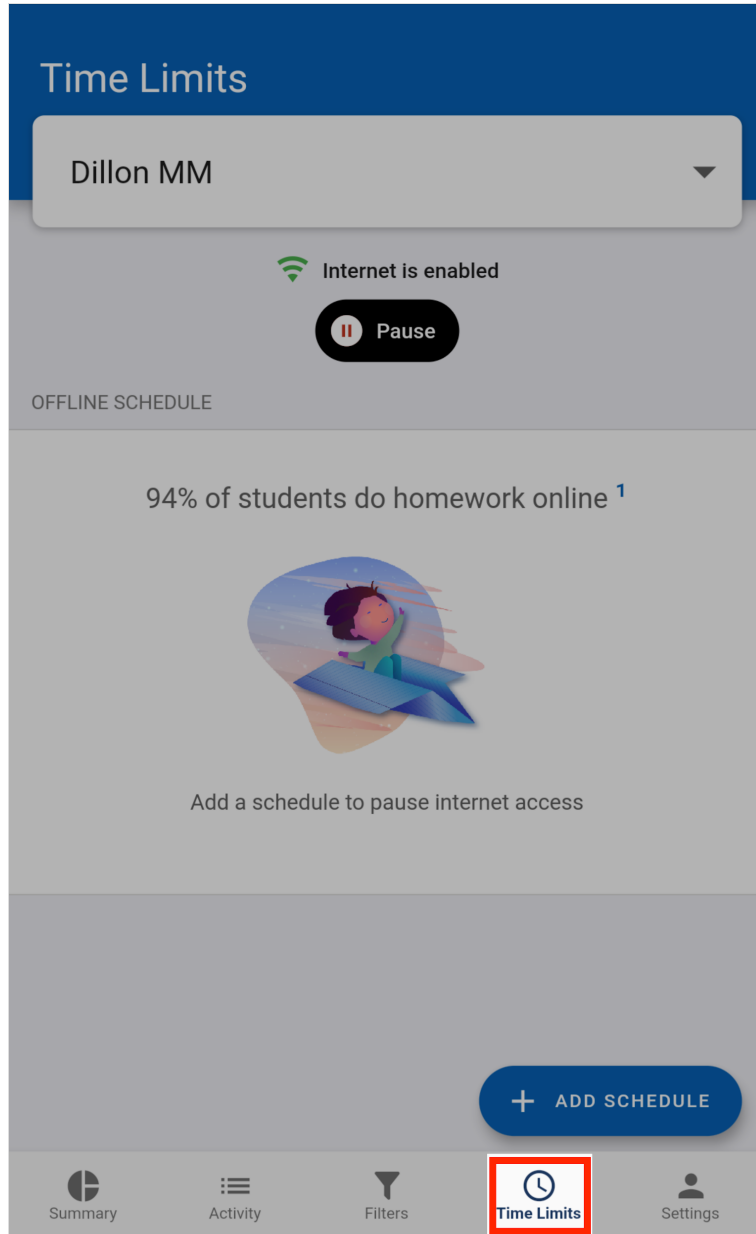
3. Once the internet has been disabled, the app will show a countdown to indicate when access will resume for your child along with an indication that the internet is turned off. Press the **Resume Internet** button to allow your child to continue using the internet as needed.



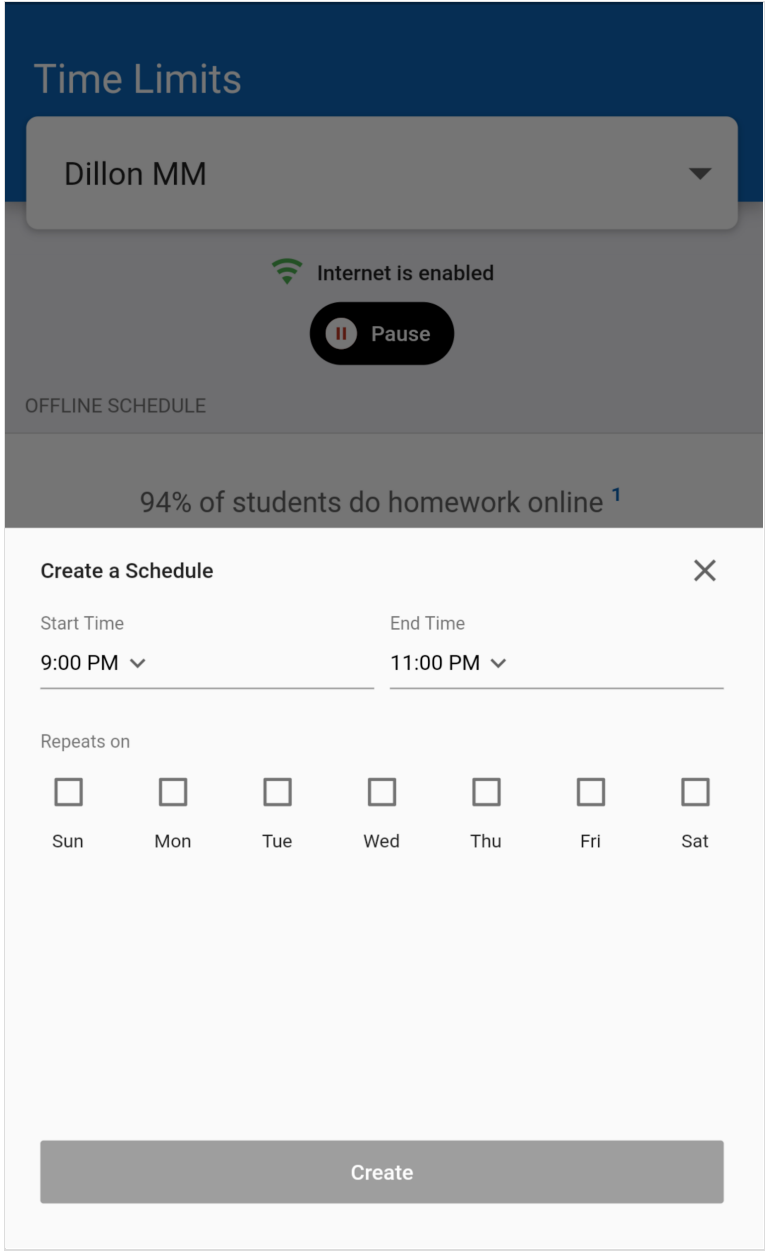
## Scheduled Internet Usage

While your child is considered "out of school", you can pause internet access on a specified recurring schedule.


1. From the homepage of the parent application displaying a summary of your child's browsing activity, press the fourth icon at the bottom of the interface to open the time limits menu.



2. Press the blue **Add Schedule** button at the bottom right corner.
3. Create a recurring schedule by specifying start time and end time of when the internet is to be disabled as well as the day(s) of the week you'd like the start and end times to apply to. Then click **Create**













































**Tip:** For overnight scheduling to pause Internet during the late evening/early morning, create two schedules for each day - for example 8:30 PM to 12AM and 12AM to 7:30AM each day.

 Internet is enabled

 Pause

OFFLINE SCHEDULE

Sun	12:00 AM 	7:30 AM 	
	8:30 PM 	12:00 AM 	
Mon	12:00 AM 	7:30 AM 	
	8:30 PM 	12:00 AM 	
Tues	12:00 AM 	7:30 AM 	
	8:30 PM 	12:00 AM 	
Wed	12:00 AM 	7:30 AM 	
	8:30 PM 	12:00 AM 	
Thurs	12:00 AM 	7:30 AM 	
	8:30 PM 	12:00 AM 	
Fri	12:00 AM 	7:30 AM 	
	8:30 PM 	12:00 AM 	
			

-  Summary
-  Activity
-  Filters
-  Time Limits
-  Settings