

# Parents' Login to MC Online

## Steps to Login:

- Launch your Google Chrome Browser.
- Type in the web address [www.mconline.sg](http://www.mconline.sg)
- If you are prompted for TRUSTED SITE, click YES to trust the sites.
- Key in the login details and click "Login"

Enter your login details here

**Step 1: Type P\_** followed by Child's BC number  
E.g (P\_smpps23456a)

**Step 2:** SMPS

**Step 3:** parent01 (default)

**Login**

Login ID

School

Password

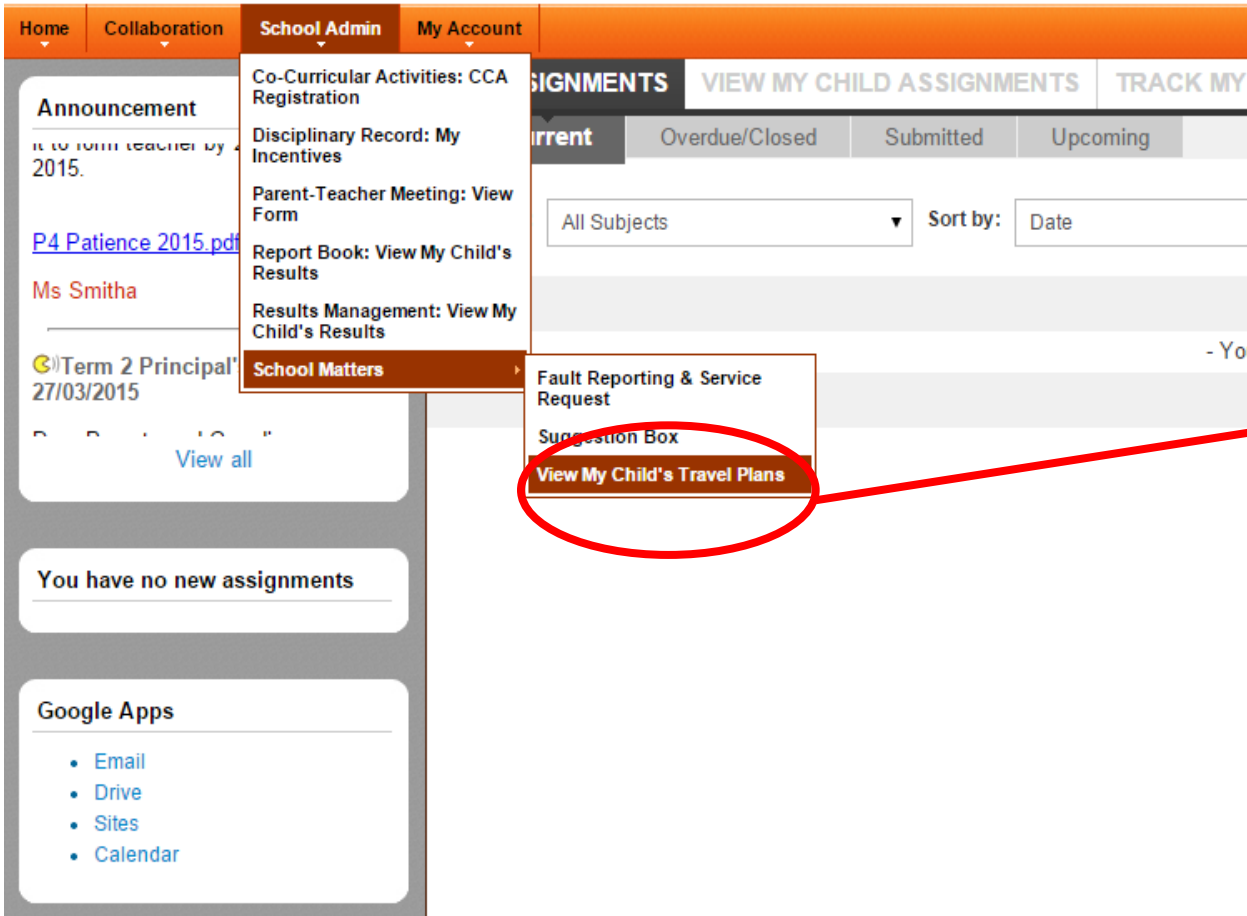
**Login**

Can't login? | Help | System Check



# Travel Plan (Declaration)

- Declare New Travel Plan



The screenshot shows the Marshall Cavendish Online interface. The top navigation bar includes 'Home', 'Collaboration', 'School Admin', and 'My Account'. The 'School Admin' menu is open, showing options like 'Co-Curricular Activities: CCA Registration', 'Disciplinary Record: My Incentives', 'Parent-Teacher Meeting: View Form', 'Report Book: View My Child's Results', 'Results Management: View My Child's Results', and 'School Matters'. The 'School Matters' sub-menu is also open, with 'View My Child's Travel Plans' highlighted by a red circle. A red arrow points from this highlighted option to a yellow callout box on the right.

**Under School Admin > School Matters > Click on View My Child's Travel Plans**

# Travel Plan (Declaration)

- Declare New Travel Plan

2017 ▼

<input type="checkbox"/>	Purpose	Start Date	End Date	Submitted	Country	Mode	Remark
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Click on Declare

# Travel Plan (Declaration)

- Declare New Travel Plan (Travelling)

Please Select:

I will NOT be travelling to another country during the following holiday:  Mar  Jun  Sep  Dec  Others

I will be travelling to another country during the school vacation. Below is my travel plan:

From:

To:

Country:

State:

Purpose of Travel:

Mode of Travel:

Emergency Contact:

**For Parents/Guardian Only**

Parent/Guardian Name:

Parent/Guardian Contact:

I declare that all the information entered here is correct and accurate as of the time of submission of this declaration.

Select appropriate Options before filling the rest of the information

Fill in the relevant information & Click Save

# Travel Plan (Declaration)

- Declare New Travel Plan (Non-Travelling)

Select **Option 1** if you are **NOT** travelling to another country.

Select the specific term break which you are not travelling

Travel Declaration

Please Select:

I will NOT be travelling to another country during the following holiday:  Mar  Jun  Sep  Dec  Others

I will be travelling to another country during the school vacation. Below is my travel plan:

For Parents/Guardian Only

Parent/Guardian Name

Parent/Guardian Contact

I declare that all the information entered here is correct and accurate as of the time of submission of this declaration.

Cancel Save Save & Add Another

Check to confirm the accuracy of the declaration and click **Save**

# Travel Plan (Declaration)

- Edit Existing Travel Plan



<input type="checkbox"/>	Purpose	Start Date	End Date	Submitted
<input type="checkbox"/>	[Not Travelling]	-	-	30 May
<input checked="" type="checkbox"/>	Vacation	3 Jun	10 Jun	30 May

Select the travel plan which you would like to edit.

# Travel Plan (Declaration)

- Edit Existing Travel Plan (Travelling)

Please Select:

I will NOT be travelling to another country during the following holiday:  Mar  Jun  Sep  Dec  Others

I will be travelling to another country during the school vacation. Below is my travel plan:

From

To

Country

State

Purpose of Travel

Mode of Travel

Emergency Contact

**For Parents/Guardian Only**

Parent/Guardian Name

Parent/Guardian Contact

I declare that all the information entered here is correct and accurate as of the time of submission of this declaration.

Proceed to make any required changes in the respective fields.

Click **Save**.



# Travel Plan (Declaration)

- Delete Existing Travel Plan

Declare Edit **Delete** Click **Delete**

<input type="checkbox"/>	Purpose	Start Date	End Date	Submitted
<input type="checkbox"/>	[Not Travelling]	-	-	30 May
<input checked="" type="checkbox"/>	Vacation	3 Jun	10 Jun	30 May

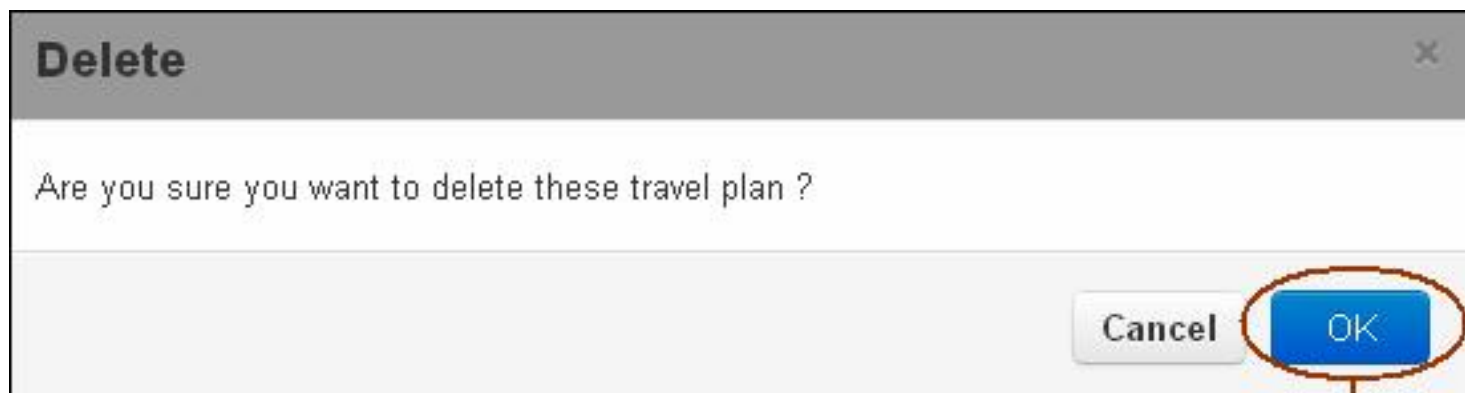
Select the travel plan which you would like to edit.





## Travel Plan (Declaration)

- Delete Existing Travel Plan



Click **OK** to proceed with deleting the travel plan record.