



26.09.2019

Dear parents,

Aula is coming in October

The new communications platform Aula will be launched in all the schools in Copenhagen in October.

Aula has been developed to provide a secure and intuitive communications platform for you to share information and stay informed and involved in your child's development and life at school.

The user-friendly features in Aula include a mail function, message board and calendar as well as a summary view of all the most relevant information about your children. You can also decide how often and what you would like to be notified about.

Finally, Aula is a secure platform built to the latest standards and rules for handling and storing data and sensitive personal information.

Saving data in ForældreIntra (ParentIntra)

Aula will replace the school's current communications platform ForældreIntra on 14th October from which date you will no longer be able to log in to ForældreIntra.

The data in ForældreIntra will not be transferred to Aula and it is therefore important that you consider if there is data you would like to print or save on your computer. If you wish to save a message for example, you can do so by taking a screenshot of the message or saving the message as a PDF document on your computer.

How to get started with Aula

From 14th October 2019, you can log on to Aula at

<http://www.aula.dk> or via the app 'Aula til forældre og elever' on a mobile or tablet. The app is available for both Android and iOS.

You log on to Aula with your UNI-login. If you have not yet created a personal UNI-Login, please follow the instructions provided below.

The first time you log on to Aula, you must use your NemID and answer some questions about your child, e.g. whether you give consent to school excursions, use of photos/video, etc.

You can get help logging in for the first time with this 'step by step guide' ([DK](#), [EN](#)). On <http://www.aulainfo.dk> there are various 'step by step guides' to help you create messages, notifications, events, etc. These guides are available in multiple languages ([DK](#), [EN](#)). We also recommend that you watch this [video](#) (in Danish).

How to obtain your personal UNI-Login

STEP 1:

Start by finding your NemID. Log in to <http://mitunilogin.dk>

Select 'Glemt brugernavn eller adgangskode?' (forgot your username or password?).

This is also where you go, if you later forget your username or

password. Unfortunately, the school cannot provide this information.

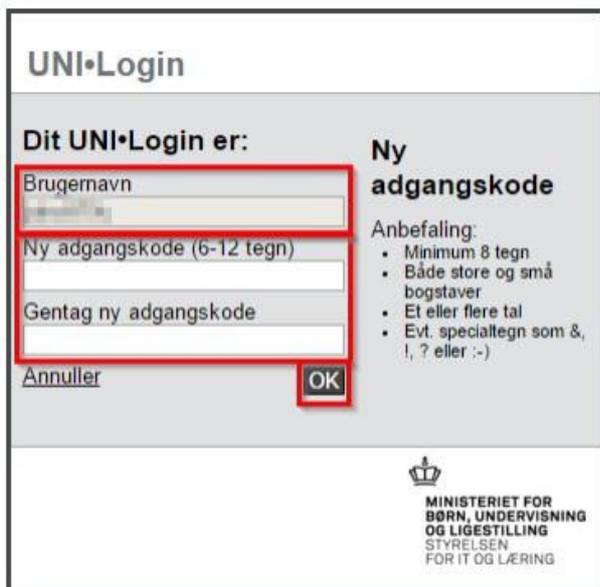
STEP 2:

Select "Log på med NemID" (Log on with NemID)

STEP 3:

Use your personal (usual) NemID to log on.

STEP 4:



An image will now appear indicating your new username. Make a note of your username / UNI-Login so you don't forget it and enter a new password of your choice. Your password must be a minimum of 8 characters, both upper and lower case, and at least one number.

You will need to use the username (your UNI-Login) and password when you log in to Aula in the future, and you can already use it to log in to ForældreIntra until the transition to Aula.

Trouble logging on to Aula or accessing the information in English

Like Intra, access to Aula requires a UNI-login and the UNI-login can only be generated with a NemID, which in turn requires a CPR number. This creates problems for some of our parents and students. Unfortunately, the school is not able to resolve this issue or help parents create a UNI-login, NemID or CPR number. We have raised this concern with the Municipality and hope they will find a solution.

Aula.dk has been developed in Danish and there are no plans to provide an English language version of Aula at this time. However, if the operating system on your computer is in English your browser will automatically translate the site into English.



The Aula app is also in Danish and can only be downloaded in the Danish App Store (IOS) or Google Play (Android). This means that the country settings for your Apple ID or Google Play must be set to Denmark before you can download the app.

Questions and concerns

If you have any questions or concerns regarding Aula, we encourage you to speak to the contact parents in your classes. All the contact parents have been invited to a special information meeting about Aula on 26th September and will be your go-to Aula "super-users".

Kind regards,

Uri Harlam, Charlotte Høirup & Mette Sophie Skærlund