



DENBIGH
INTERNATIONAL

Administration
Solutions
for Education

Denbigh Administration

SMS Module 2016

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Set up and functionality of the SMS Module. **Please note** whenever copying any text from another program like Word, always use Paste without formatting Command (apple) option V, or Control Shift V on Windows.

SMS Message Set up

The screenshot shows the Denbigh Administration web interface. The top navigation bar includes 'Main Menu', 'Back', 'Database Configure', 'Administrative Tools', and 'Quit'. The 'Administrative Tools' menu item is highlighted with a red circle. The main content area is titled 'SMS' and contains the following configuration options:

- SMS Messages Enabled
- The maximum length of a message should never exceed 160 characters, including the longest student name.
- The text "<student>" will be replaced with the student's preferred name in the actual messages being sent.
- Use Denbigh SMS Gateway (marked with a red circle '1')
- Gateway Username: sms@Denbigh
- Gateway Password: dem0ntab3
- Tick User account if you wish to use the logged in user's proxy account. Set the username and password in the user's staff record*
- Use a Proxy Use user Account
- Proxy IP Address:
- Proxy Port Number:
- Global Proxy Username:
- Global Proxy Password:
- Email Address to email failure notices to:
- IP Address of SMS Terminal:

The 'SMS Attendance default absence message' field is highlighted with a red circle '2'. The message text is: "Our records indicate <student> is absent from school today. Please reply with notification or contact xxxx xxxx if this is incorrect."

From the Main menu go to the Database Administration - Correspondence - SMS tab.

1. Check Use Denbigh SMS Gateway.
2. Enter the details for the message that will be sent for Absences. (Maximum of 160 characters of letters and numbers only). Also ensure that staff creating the SMS for absences are in SMS_Write and DB_Admin for updating the SMS messages to go to.

SMS Recipient Phone Numbers

The screenshot shows the 'Student Details' form. The 'SMS' section at the bottom right is highlighted with a red box. It contains the following information:

SMS	
SMS Messages go to	04141234560414123456
<input type="checkbox"/> Father	<input checked="" type="checkbox"/> Non Resident
<input checked="" type="checkbox"/> Mother	

Click to choose who is to receive the SMS, multiple recipients can be used.

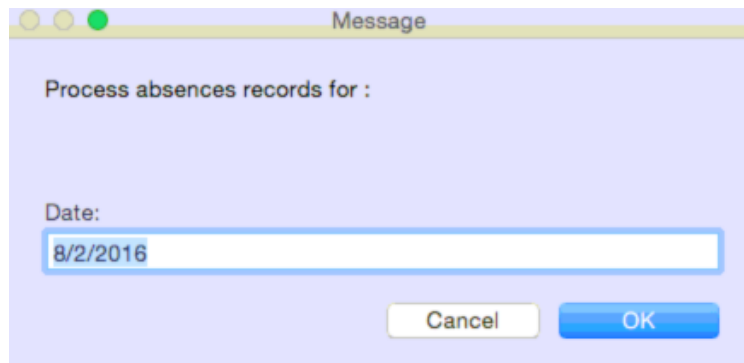
Student Absences - Send SMS Absence Notifications

The screenshot shows the 'Student Attendance Menu' with various options. The 'SMS Functions' section is highlighted with a red box, containing the following options:

- Send SMS Absence Notifications
- Manage SMS Messages and Replies

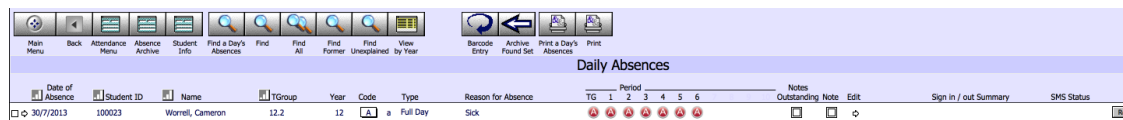
Attendance Menu - SMS Functions - Send SMS Absence Notifications

Student Absences SMS - Date of Absence



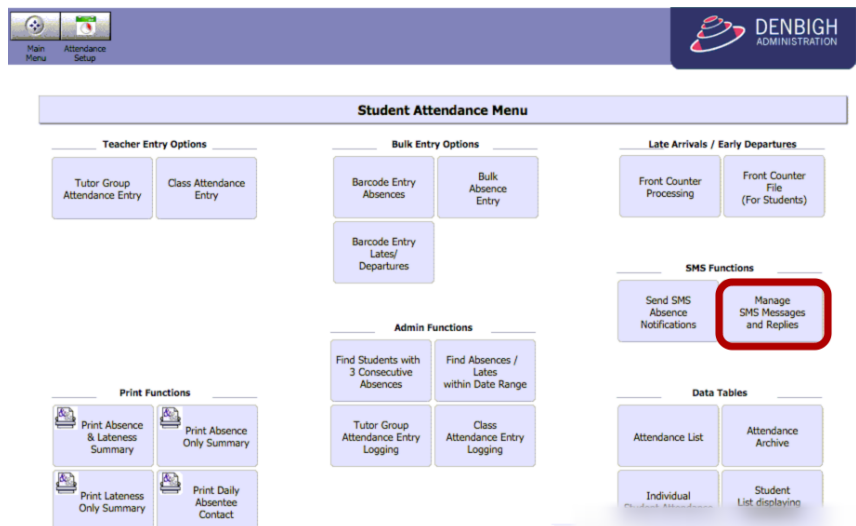
Enter the date of the absence. Text messages will be sent to families of students that do not have a note/reason enter in the absence file.

Student Absences SMS - List of students



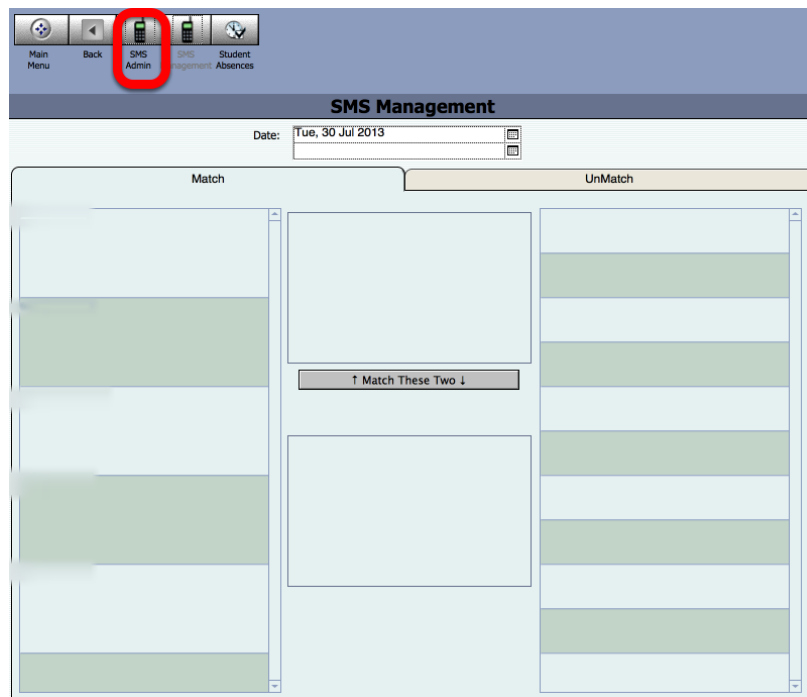
After the text has been queued to be sent, it will display the list of students whose families will receive a message.

Manage SMS Messages and Replies



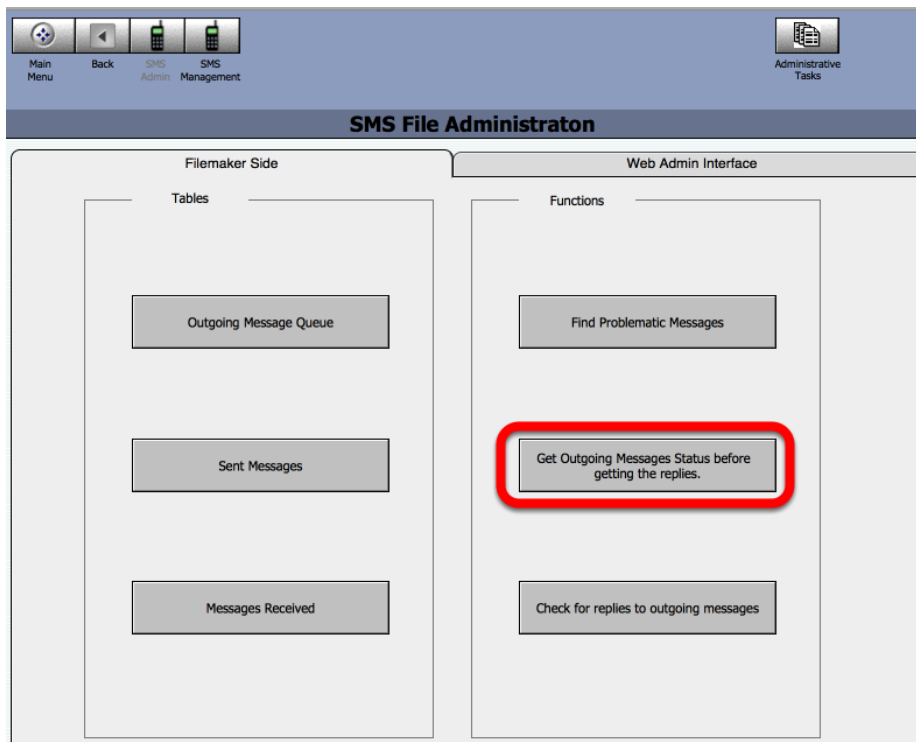
Click to Manage the SMS Messages, from the Student Attendance Menu.

SMS Management

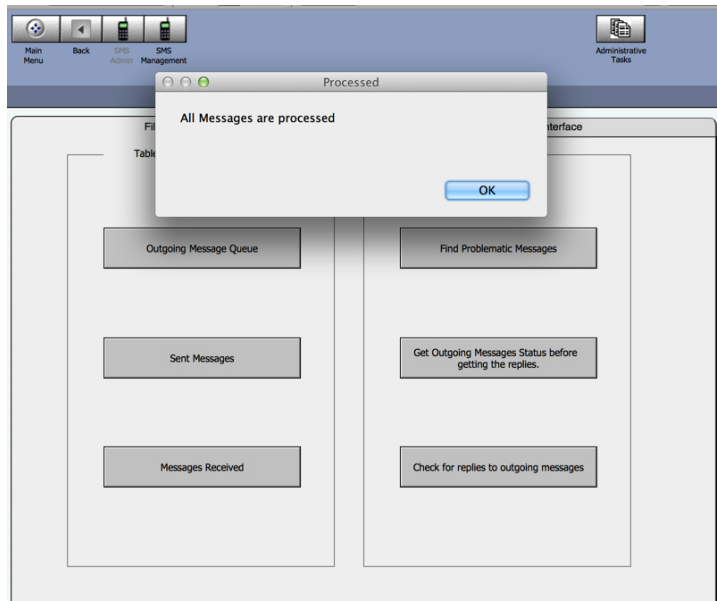


The system will default to today's date, this screen is for other SMS system. click the SMS Admin button.

SMS Administration



Click to move any messages to Sent.



This will then confirm that all message have been processed. Click Ok.

SMS Received



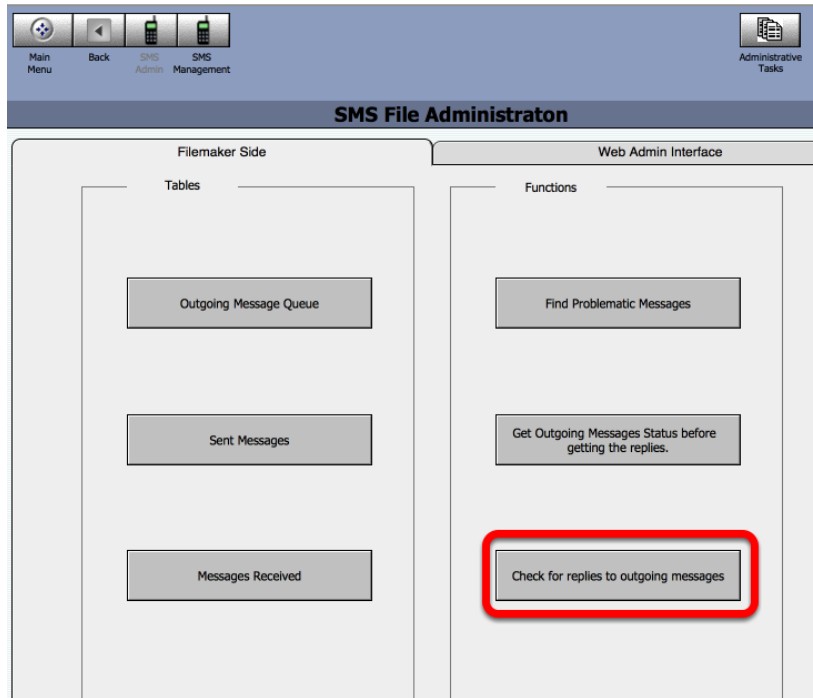
Message sent.

Message Sent

Messages Sent									
created_datetime	message_text	mobile_number	msg_status	msgid	Sequence Number	Sequence Number Calc	Reply Text	polledForReply	
29/08/2012 1:53:29 PM	can you send another reply	0407255668	Delivered		1				
29/08/2012 3:49:44 PM	can you send another reply	0407255668	Delivered		2				
29/08/2012 3:49:44 PM	can you send another reply	0407255668	Delivered		2				
29/08/2012 4:02:59 PM	can you send another reply	0407255668	Delivered		4				
29/07/2013 11:33:47 AM	our records indicate cameron is	0425294227	Delivered		1		This is another reply	1	
29/07/2013 11:33:59 AM	our records indicate cameron is	0407255668	Delivered		1		Cameron is sick	1	
30/07/2013 10:02:57 AM	test	0414561245	Delivered		1				
30/07/2013 11:01:01 AM	our records indicate cameron is	0425294227	Delivered		1				
30/07/2013 11:01:04 AM	our records indicate cameron is	0407255668	Delivered		1				

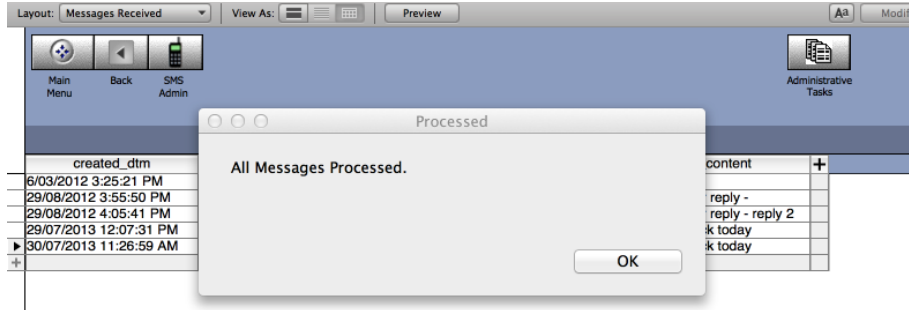
List of all messages to show that they have been delivered. (See Appendix A for possible Status of the message sent)

SMS Admin - Check for replies



Click to Check for replies for outgoing messages .

SMS Check for Replies



Click Ok, to display the replies.

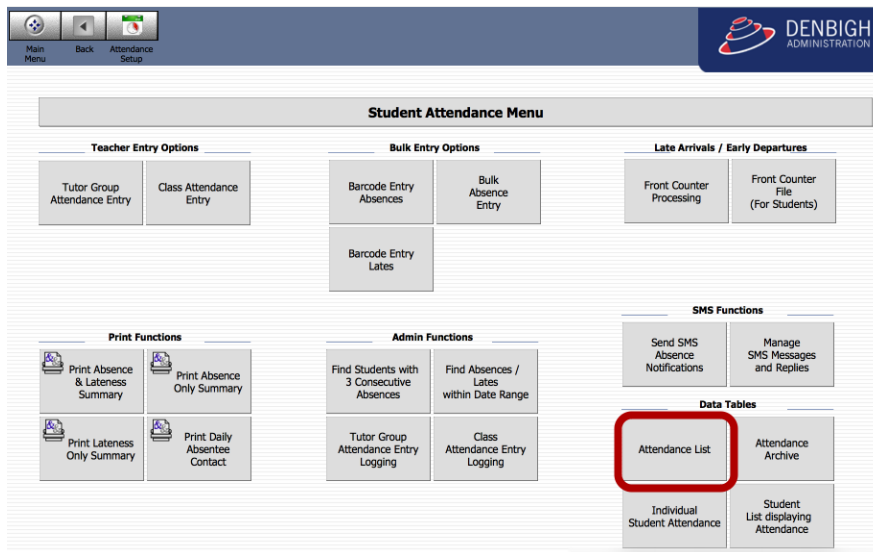
SMS Replies

The screenshot shows the SMS Admin interface with a table titled 'Messages Received'. The table has columns for 'created_dtm', 'encoding', 'mobile_num', 'msgid', and 'sms_content'. The 'sms_content' column contains the text 'Cameron is sick today', which is highlighted with a red rectangular border.

created_dtm	encoding	mobile_num	msgid	sms_content
6/03/2012 3:25:21 PM		61414561245		Thanks
29/08/2012 3:55:50 PM		61407225668		This is another reply -
29/08/2012 4:05:41 PM		61407225668		This is another reply - reply 2
29/07/2013 12:07:31 PM		61425264227		
30/07/2013 11:26:59 AM		61425264227		Cameron is sick today

This will display all message that have been received.

Absence Lists



To view the details of the absence, go to the Student Attendance Menu.

Attendance List

Date of Absence	Student ID	Name	TGroup	Year	Code	Type	Reason for Absence	Period	Notes Outstanding	Note	Edit	Sign In / out Summary	SMS Status
30/7/2013	102827	Anderson, Ru	11.2	11	A	Excursion	camp	TG 1 2 3 4 5 6					
30/7/2013	100023	Worrell, Cameron	12.2	12	A	a Full Day	Sick	A A A A A A					SMS Reply Received

Displays a message to show that a reply has been received.

Student Details - Attendance

Student Details

Student ID: 100013 | Surname: Graham | First Name: Amy | Second Name: Tahila | Gender: Male | Birthday: 18 Dec 1997 | Year: 12 | TGroup: 12.5 | House: Blue

Attendance > Attend Current

Days Absent: 1 | Unexcused Absences: 1 | Days Late: 3

Date Absent	Type	Code	P1	P2	P3	P4	P5	P6	SMS Status	Reply Received
20/1/2016	Late	A	Pa							
19/10/2015	Study Leave	F								
12/10/2015	Full Day	L	a							

Displays the status of the SMS.

Student Details - Attendance - SMS

Student Details

100023 **Worrell** Cameron James Male 02 12 12.2 Puce

Family Code: AN01 Family Name: **Worrell** Home Phone: 02 3456 7890

Parents / Guardians

Chong-Sik Worrell 02 1234 5678 (Father) Work Phone Mobile

Kyung-Ja Worrell 0407225668 (Mother) Work Phone Mobile

Message Log:

Date	Message	Reply
29/07/2013	our records indicate cameron is absent from school today. please reply with notification or contact xxxx xxxx if this is incorrect.	Cameron is sick today

Displays the Messages sent and received.

Bulk SMS Messages to Parents

Family Alert: Do not contact Father

Family Detail

ALLAN02 **Denbigh**

Family Code: ALLAN02 Family Name: Denbigh Use as addressee

Mailing Title: Mrs K Denbigh

Salutation: Mrs Jobson

Residential Address

Property: AALLAN02

Street: 1 John St

Suburb/State/PC: Sydney NSW 2000

Country: NSW 2000

Telephone: 02 3456 7890 Fax: shill@denbigh.com.au

Count of Children: Future: 0 Current: 1 Former: 0 Halted: 0

Parent Details

Guardian Mrs Kim Jobson No Mother

Relationship: Director Title: Given Names: Surname: WWCC FMR St Type

Director 02 1234 5678 0414 123 456 Yes

Occupation Work Phone Mobile Email Family Include in PTI

Father Mr Wayne Jobson No Non Resident

Relationship: Director Title: Given Names: Surname: WWCC FMR St Type

Director 02 1234 5678 0414 123 456 shill@denbigh.com.au Yes

Occupation Work Phone Mobile Email Family Include in PTI

Family Info

Language: Marital Status: Eldest Child: Arny Year 12

Emergency Contacts

Contact #1: Contact Name: John Jobson Relationship: Uncle Phone: 9743-2400 Work: Contact #2:

MCECDYA Data

Father: Language: School Education: Non School Education: Occupation Group: Mother: Cantonese

Family Alert: Do not contact Father

Whenever the mobile phone icon appears, click to send a SMS. Click the Mobile phone icon for an SMS to Parents.

Bulk SMS Message to Students

Student Details

100014 Price William Hugh Male 12 Jun 1993 12 12.1 Green

Family Details

ALLARS01 Price 02 3456 7890

Geoffrey Price 02 1234 5678 0414 123 456
Father Work Phone Mobile

Julie Price 02 1234 5678 0414 123 456
Mother Work Phone Mobile

Michael Phillips 0414 123 456
Uncle Work Phone Mobile

Personal Details

Australia Summer Hill PS Anglic 2

WPrice@denbighdemo.com.au 0425264227

School Detail

Green 12.1 Mr B Lindsay Boarder
House TGroup Tutor Boarding Status

1/01/2011 MORB

Enrolment Info

Reg Date	Ac. Yr	Enrol Date	Dept Date	Term	Status	Current
		30/01/2001				<input checked="" type="checkbox"/>
08/02/2012		30/01/2001	01/04/2008			<input type="checkbox"/>

Click Mobile phone icon to SMS to Students.

SMS to found set

Message

SMS Parents of this Family or the current found set of Families?

Cancel Found Current

Click to Choose Current or Found set (this applies to Student, Families and Staff files).

SMS Message using templates and tag fields

1) Date: 18/06/2012 Type: SMS To Student
Template: SMS To Student Example

2) Number: 0414123456
Attn Belinda, Sports Carnival is cancelled due to the weather.

3) Create Merge Messages

4) Cancel Send

Choose from a template or enter your own message. A maximum of 160 characters as with the absence message.

Inserting tags in the Message

1) Date: 18/06/2012 Type: SMS To Student
Template: SMS To Student Example

2) Number: 0414123456
Attn Belinda, Sports Carnival is cancelled due to the weather.

3) Create Merge Messages

4) Cancel Send

Follow the steps 1 to 4. Choose the tag then click to where it is required and click insert. Click the Create Merge messages, then click Send.

Appendix A - Possible Statuses

PENDING Waiting to be processed
SUBMITTED Queued by Intelli Messaging to be sent to the network
ACCEPTED Accepted by network but not yet processed
EN_ROUTE Not yet delivered to handset but being processed by network

Final Success

DELIVERED Delivered to handset SENT same meaning as ACCEPTED but used on Gateway's that do not support message query

Failure

EXPIRED Message not delivered in allowable timeframe (normally one week).
DELETED Not delivered; message was deleted by application
INVALID Error condition
REJECTED Unable to submit to network eg network down
UNDELIVERABLE Not able to deliver message - eg invalid phone number
UNKNOWN Unable to determine status