

# TUTORIEL D'UTILISATION DE PRONOTE : CONSULTER LE TRAVAIL A FAIRE

Dans les devoirs il y aura des travaux à rendre sur Pronote (en scannant ou en faisant une photo de ton travail).

1) Clique sur « Travail à faire »

The screenshot shows the Pronote interface for 'COLLEGE SALVADOR ALLENDE'. The navigation bar includes 'Mes données', 'Cahier de textes', and 'Notes'. The 'Travail à faire' tab is selected and highlighted with a red circle and a red arrow. Below the navigation bar, there are tabs for 'Contenu et ressources pédagogiques', 'Vue chronologique', and 'Vue hebdomadaire'. The main content area displays a calendar view for the week of February 17th to 21st. The 'Travail à faire' section is expanded, showing details for 'SCIENTES VIE & TERRE' on Friday, February 21st. The details include the teacher 'Mme MARCONNET M.', the time 'De 10h00 à 11h30', and the content: 'correction + activité 10', 'correction activité 9 - critères de réussite d'un dessin d'observation', and 'bilan sur le passage des éléments dans le sang au niveau des poumons et des alvéoles pulmonaires'. There are also links for 'Documents' and a 'Voir le travail à faire' button.

2) Choisis la matière et clique sur « Déposer ma copie ».

The screenshot shows the Pronote interface for 'COLLEGE SALVADOR ALLENDE'. The navigation bar includes 'Mes données', 'Cahier de textes', and 'Notes'. The 'Travail à faire' tab is selected. Below the navigation bar, there are tabs for 'Contenu et ressources', 'Travail à faire', and 'Travail à faire à la maison'. The main content area displays a calendar view for the week of March 16th to 20th. The 'Travail à faire' section is expanded, showing details for 'SCIENTES VIE & TERRE' on Wednesday, March 17th. The details include the teacher 'Mme MARCONNET M.', the time 'Donné le 21/02 [28 jours]', and the content: 'apprendre bilan SVT3-A-1'. There are also links for 'Documents' and a 'Déposer ma copie' button. A modal window is open over the 'Déposer ma copie' button, with the button highlighted in orange.

3) Choisis l'endroit où est ton travail (depuis la tablette ou l'ordinateur).

The screenshot shows a tablet screen displaying a school portal. At the top, the browser address bar shows '0382174g.index-education.net'. The page header includes 'COLLEGE SALVADOR ALLENDE' and 'Espace Élèves'. A navigation bar contains 'Mes données', 'Cahier de textes', and 'Notes'. Below this, there's a section for 'Travail à faire' with a calendar view for March 16-20. A context menu is open over the 18th, listing 'Prendre photo ou vidéo', 'Photothèque', and 'Parcourir'. A red circle highlights this menu, and a red arrow points to the text 'A partir d'une tablette' at the bottom.

**A partir d'une tablette**

The screenshot shows a desktop computer screen. On the left, a 'File Upload' dialog box is open, showing a file explorer view of the 'Bureau' (Desktop) folder. The dialog has fields for 'Nom du fichier' and 'All Files (\*.\*)', with 'Ouvrir' and 'Annuler' buttons. In the background, a tablet screen is visible, showing the same school portal interface as in the first image. A context menu is open over the 19th, with the 'Déposer ma copie' button highlighted. A red arrow points from the text 'A partir d'un ordinateur' at the bottom to the highlighted button.

**A partir d'un ordinateur**

4) Vérifie que ta copie est bien rendue : tu dois voir « Copie rendue »

The screenshot displays a digital calendar for the week of March 16th to 20th. The calendar is organized into columns for each day, with the day number and day of the week (Lun. Mars, Mar. Mars, Mer. Mars, Jeu. Mars, Ven. Mars) at the top of each column. On the 16th, there are two tasks: 'FRANCAIS' (Donné le 12/03 [4 jours]) and 'HISTOIRE-GEOGRAPHIE' (Donné le 11/03 [5 jours]). On the 17th, there are two tasks: 'TECHNOLOGIE' and 'SCIENTES VIE & TERRE' (Donné le 21/02 [28 jours]). The 'SCIENTES VIE & TERRE' task on the 17th is expanded, showing a sub-task 'apprendre bilan SVT3-A-1' and a document 'bilan SVT3-A-1.jpg'. To the right of this task, there is a toggle switch for 'Non fait' (off) and 'Fait' (on), and a dropdown menu currently showing 'Copie rendue'. Below the dropdown are two buttons: 'Voir le cours' and 'Fermer'. On the 20th, there are two tasks: 'SCIENTES VIE & TERRE' (Donné le 21/02 [28 jours]) and another 'SCIENTES VIE & TERRE' (Donné le 21/02 [28 jours]).