

# How to access your results on ProPortal



As a student, log into ProPortal at the link below:

<https://mis.macclesfield.ac.uk/proportal>

Login with your usual College username (Student ID number) and password.

On your Student Detail page, make sure you have the correct academic year dropdown selected.

Click on the 'Information' menu option in the left pane of the window.

The screenshot shows the ProPortal interface. On the left, the 'INFORMATION' menu is highlighted with an orange box. Below it, the 'Exams' option is also highlighted with an orange box. The main content area displays 'Exam Entries' with a table. The table has columns for 'Awarding Org', 'QE Code', 'QE Title', 'Exam Date/Time', 'Room', and 'Grade'. The 'Grade' column is highlighted with a green box, and a blue arrow points to it from a text box that says 'Your result grade(s) will appear in the 'Grade' column.'

Awarding Org	QE Code	QE Title	Exam Date/Time	Room	Grade
Edexcel BTEC	31588H	PRINCIPLES OF MANAGEMENT	16/12/2024 14:15:00	M259 (M259 - IT Suite)	

Select 'Exams' under the 'Information' menu.

You will now see your resulting grade(s) after 8am on results day.

If you cannot access ProPortal, please contact the Student IT Services team:

Tel: 01625 410000 ext 518

Email: [itstudenthelpdesk@macclesfield.ac.uk](mailto:itstudenthelpdesk@macclesfield.ac.uk)

If you cannot see your results on the day, please contact the Exams team:

Tel: 01625 410011

Email: [exams@macclesfield.ac.uk](mailto:exams@macclesfield.ac.uk)