

Navigate the Portals

Students and parents use the icons on the Navigation menu to view student and school information. The availability of the School Bulletin and Balance icons is based on the portal preferences settings determined at the district level.

Grades and Attendance

Click the Grades and Attendance icon to keep track of final grades and attendance totals for the current term. This is the term defined on the Current Grade Display page. Click a final grade to view the Class Score Detail page. Click any assignment that appears as a blue link to view additional details. Click **Show dropped classes** to view any dropped classes. Click the numbers in either the Absences or Tardies columns to view the days the student was absent or tardy. If your school uses standards grades, click the Standards Grades tab to view more grades.

Grade History

Click the Grade History icon to view the student's courses listed per term with grade, score, citizenship grade, and credit hours. Click a grade percentage to access the Class Score Detail page. If available, click View Graduation Progress to see the student's progress in completing graduation requirements. The View Graduation Progress Link appears only if the graduation progress settings have been set up, assigned, and made visible in the portal at the school level.

Attendance History

Click the Attendance History icon to view an attendance grid for the current term. The grid is divided by course name and week. Absences, tardies, and other codes are explained in the legend section at the bottom of the page.

Email Notification

Parents can click the Email Notification icon to modify what information a parent receives via email from PowerSchool and how frequently the emails will be sent. Enter additional email addresses in the Additional Email Addresses field. Separate additional addresses with commas.

Teacher Comments

Click the Teacher Comments icon to view general comments regarding the student. Comments are listed to the right of the teacher names. To send an email to the teacher, click the teacher's name.

School Bulletin

Click the School Bulletin icon to read today's announcements. Click a calendar at the bottom of the page to show past or future announcements.

Class Registration

Use the Class Registration icon to request courses for the next school year. The form is not available all year, but the PowerSchool administrator often activates the form during the second semester. Click the pencil icon to select a course. Submit the form when you've selected all courses. To view requested courses, click **View Course Requests**.

Balance

Click the Balance icon to review lunch and fee transactions, as well as a student's current balances.

My Schedule

View the student's current schedule for the week based on periods and school days or in a matrix view that provides a class list.

School Information

Use the School Information icon to view the school's address, phone number, fax number, and map of the facilities.

Account Preferences

Parents can click the Account Preferences icon to modify their name, email, username, and password information on the Profile tab. On the Students tab, parents can add students to their account.