

# PowerSchool Parent Access Guide

## Login

The login page allows an authorized user to access the web pages containing his/her student's information. Once the username and password have been entered, click on the ENTER button. This displays the *Grades and Attendance* page.



## Main Menu

This menu of icons provides a direct link to each of the main functions within the parent access area of PowerSchool.



## Grades and Attendance

This is the default page that is displayed upon entering your username and password. To return to this page from any other section, click on the red apple at the top left of the screen. This page shows the student's attendance record. There is a legend at the bottom of the screen to explain the meaning of each attendance code. The fields shown in blue provide a link to additional information. These are described as follows:

**Send Email to a Teacher -** Clicking on one of the teacher names automatically launches your email application and allows you to send an email directly to the teacher.

Grades and Attendance																			
Attendance By Class																			
Exp	Last Week					This Week					Course	Q1	Q2	S1	Q3	Q4	S2	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F									
1(A)	.	A	.	.	.	.	.	.	.	A	Keyboarding Kook, Steve M	A- 95	B 85	A- 90				6	0
1(B)	.	.	.	.	.	.	.	.	.	.	Word Processing Shorey, Richard I	D- 60	B+ 89	B+ 87				1	0
2(A)	.	.	.	.	.	.	.	.	.	.	Health 10 Rutter, Stephen D	A 100	C 75	B 87				1	0
2(B)	.	.	.	.	.	.	.	.	.	.	World History Zildjian, Prescott X	A- 94	B 85	A- 90	A- 94	A 99	A 98	0	0
3(A-B)	.	.	.	.	.	.	.	.	.	.	Algebra Yigen, Robert R	C 75	A- 95	B 85				0	0
4(A)	.	.	.	.	.	.	.	.	.	.	English 1 Jorgenson, James J	B 85	A- 92	A- 90	A- 91	A 97	A- 94	1	0
4(B)	.	.	.	.	.	.	.	.	.	.	Concert Choir Rogers, Andrew G	A 100	A 100	A 100				2	0
<b>Attendance Totals</b>																	<b>11</b>	<b>0</b>	

Current Simple GPA (S1): 3.52  
[Show dropped classes also](#)

Attendance By Day														
Last Week					This Week					Absences		Tardies		
M	T	W	H	F	M	T	W	H	F	S1	YTD	S1	YTD	
A										0	10	0	0	
<b>Attendance Totals</b>											<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>

Legend  
Attendance Codes: Blank=Present | HD=Half Day | A=Absent | T=Tardy | P=Parent Excused | U=Unexcused | S=School Excused | I=In School Suspension | O=Out of School Suspension | X=Truant | V=Vacation | F=Field Trip  
Citizenship Codes: H=Honorable | S=Satisfactory | N=Needs to improve | U=Unsatisfactory

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**Grades -** Clicking on the blue grade brings up the **Class Score Detail** page for the class selected. This page displays the due date and score received for each assignment.

**Attendance -** Clicking on the blue number under the Attendance column brings up the attendance detail for the class selected.

**NOTE:** Attendance totals = the total number of class periods absent or tardy. School attendance is calculated using the Home Room section totals.

## Class Score Detail

The items shown in blue provide a link to additional information.

Class Score Detail					
Course	Teacher	Expression	Final Grade		
Keyboarding	Kook, Steve M	1(A)	A- 93%		
<b>PARENTS - I WILL POST NEW ASSIGNMENT GRADES ON THE SECOND AND LAST FRIDAY OF EVERY MONTH.</b>					
CREDENTIAL: Single Subject Teaching Credential					
CREDENTIAL DATE: 12/15/1994					
UNIVERSITY: San Jose State University					
DEGREE: Bachelor of Arts					
DEGREE DATE: 06/17/1992					
MAJOR: Liberal Studies					
MINOR: Music					
This course is an examination of communication involved in interpersonal relationships occurring in family, social, and career situations. Relevant concepts include self-concept, perception, listening, nonverbal communication, and conflict negotiation.					
To find out more information on Speech in today's society, visit <a href="#">this site</a> to find links and additional material.					
Due Date	Category	Assignment	Score	%	Grd
07/11/2005	Total Points	PreTest	23/25	92	A-
07/13/2005	Total Points	Accuracy Test	9.5/10	95	A-
Grades last updated on 1/13/2006					

Print Page



## Email Notification

This screen allows the user to select preferences for automated

notification of student information. Multiple email addresses may be entered as long as commas separate them.

**Email Notifications**

What information would you like to receive?

Summary of current grades and attendance

Detailed reports showing all assignment scores for each class

Detailed report of attendance

School announcements

Balance Alert (Note: Will only be sent when a student is low on funds.)

How often?

Send now?

Email Address(es)

(Separate multiple email addresses with commas)

## Update Information

This screen begins the process of updating your student's information with respect to demographics, contact information, and emergency information. On-screen directions are included to help you during the process.

## Teacher Comments

This screen displays any comments entered by the student's teachers.

Teacher Comments			
Exp.	Course	Teacher	Comment
1(A)	Keyboarding	Kook, Steve M	
1(B)	Word Processing	Shorey, Richard I	
2(A)	Health 10	Rutter, Stephen D	
2(B)	World History	Zildjian, Prescott X	
3(A-B)	Algebra	Vigen, Robert R	
4(A)	English 1	Jorgenson, James J	
4(B)	Concert Choir	Rogers, Andrew G	

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## School Bulletin

This screen displays the school bulletin

information. Items may include: extracurricular activities schedules, guidance information, and other notes of interest to the student body.

**School Bulletin**

Needham High School Bulletin for Thursday, December 15, 2005

No bulletin items were found for this date.

[12/14/05](#) | [12/15/05](#) | [12/16/05](#)

Print Page

## Class Registration

Electronic registration for next year's classes is disabled at this time.

**Class Registration**

[View future course requests](#)

Your grade level may not request classes at this time.

[Submit](#)

## My Calendars

Information can be automatically downloaded to iCal (Mac) or Sunbird (Windows).

**My Calendars**

My Calendars operates in conjunction with iCal, a personal desktop calendar application. iCal runs on any Macintosh computer with Mac OS X v10.2.3 or later. It is recommended that you install Mac OS X v10.2.3 before downloading iCal. Visit iCal's web site to obtain a free download of iCal.

**Homework Calendars**

Exp	Course	Teacher	Class Assignments Only	Class Assignments With My Scores and Final Grades*
1 (A)	Keyboarding	Koak, Steve P1	<a href="#">Subscribe</a>	<a href="#">Subscribe</a>
1 (B)	Word Processing	Shorey, Richard I	<a href="#">Subscribe</a>	<a href="#">Subscribe</a>
2(A)	Health 10	Rutter, Stephen D	<a href="#">Subscribe</a>	<a href="#">Subscribe</a>
2 (B)	World History	Ziglan, Prescott X	<a href="#">Subscribe</a>	<a href="#">Subscribe</a>
3(A-B)	Algebra	Trigen, Robert R	<a href="#">Subscribe</a>	<a href="#">Subscribe</a>
4(A)	English 1	Jorgenson, James J	<a href="#">Subscribe</a>	<a href="#">Subscribe</a>
4(B)	Concert Choir	Rogers, Andrew G	<a href="#">Subscribe</a>	<a href="#">Subscribe</a>

\*Subscription requests for calendars with assignment scores and final grades will require your PowerSchool username and password.

**School Calendars**

School Event Calendar - [Subscribe](#)