

What is PowerSchool Parent Portal?

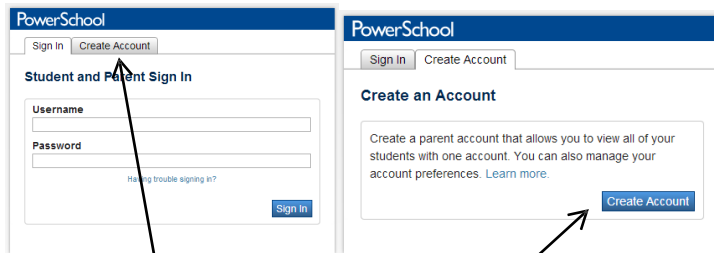
PowerSchool Parent Portal gives parents and students access to real-time information including attendance, grades and detailed assignment descriptions. Once parents have created their account, they will be able to manage their account information, link any and all students to your account, and set email and notifications preferences for each student linked to your account. If account sign-in information has been forgotten, it can be retrieved by using the auto-recovery feature on the sign-in page.

How to Log In to Parent Portal

Use this procedure to create a new parent account. When creating the account, you will need the Access ID and Password for each student you want to associate to your parent account. If you do not have this information or have questions, contact your school.

1. Open your web browser to <https://wspowerschool.com/public>.

The Parent Sign-in page appears.



2. Click the **Create Account** tab then click **Create Account**

3. Fill in the form. **Note: You will choose your own user name and password. You may be prompted to select a different user name if the one you choose has already been used.**

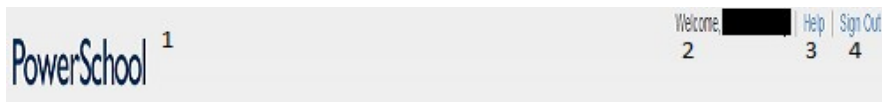
4. Enter the student's first name, **Access ID & Access Password** and your relationship to him/her for each of your students.

5. Repeat Step 4 to add additional students to your account.
6. Click **Enter**. If successful, you will be directed to the Parent Sign-In screen. If you receive an error message, you will need to make any corrections it suggests and fill in the passwords again.

PowerSchool Parent Portal Start Page

When you sign in to PowerSchool Parent Portal, the start page appears. This page serves as the central point from which you begin your PowerSchool Parent Portal session. The start page consists of the following main areas:

Header – Appears at the top of the PowerSchool Parent Portal.



1. **PowerSchool Logo:** Click to return to the start page from anywhere within the application.
2. **Welcome, [Your Name]:** The first and last name of the person signed in. To ensure that your account is secure and your information protected, the date and time of the last time you signed in appears when you hover over your name. This information can be used to alert you to any unusual account activity.
3. **Help:** Click to access the PowerSchool Parent Portal online help.
4. **Sign Out:** Click to sign out of PowerSchool Parent Portal.

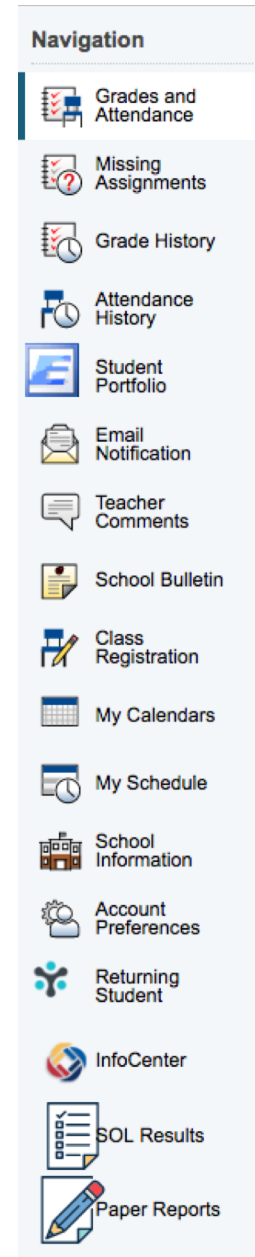
Navigational Toolbar – Appears at the top of the start page and is common to every page in the application.



1. **Student Tabs:** The first names of the students associated to your parent account appear in alphabetical order. Click the name of the student for whom you want to view information. The page refreshes and displays information for the selected student. If you click the name of a student and the message “Student information is not available at this time.” appears, contact your child’s school.
2. **Notification Icon:** Login security feature; displays date and time of your last system login.
3. **Download Icon:** Click to download an export file containing student data similar to the printable view data. This data file is intended to help facilitate upload into other products.
Note: The icon only appears when the Grades and Attendance tab is selected.
4. **Printer Icon:** Click to print a printer-friendly version of the page you are viewing. Additionally, the page includes the name of the selected student and the school and school district for that student.

Navigation Menu - Serves as the central point from which to navigate the pages of the PowerSchool Parent Portal.

1. **Grades and Attendance:** Click to view student grades and attendance for the current term.
2. **Missing Assignments:** Click to view list of missing assignments.
3. **Grade History:** Click to view student grades for the previous term.
4. **Attendance History:** Click to view attendance history for the current term.
5. **Student Portfolio:** Click to view students Virginia SOL Reports.
6. **Email Notification:** Click to set the e-mail notifications you can receive on a regular basis.
7. **Teacher Comments:** Click to view any teacher comments.
8. **School Bulletin:** Click to view the current school bulletin. (Not all schools use this.)
9. **Class Registration:** Only enabled during scheduling period for next school year.
10. **My Calendars:** Click to subscribe to specific homework and event calendars. (This feature is not used by teachers.)
11. **My Schedule:** Shows student's schedule.
12. **School Information:** Shows basic school information.
13. **Account Preferences:** Click to manage your PowerSchool Parent Portal account preferences.
14. **Returning Student:** Click to update information for returning students before the start of school.
15. **Info Center:** Enables the parent to set preferences on how they would like to receive their messages from School Messenger.
16. **SOL Results:** Shows a list of SOL tests taken and scores.
17. **Paper Reports:** Enables parents to request paper copies of reports.



Viewing Grades and Attendance

The Grades and Attendance page displays comprehensive information about a student's grades and attendance for the current term. The legend at the bottom of the page displays the attendance and citizenship codes and their meanings.

- Q1:** First Quarter
- Q2:** Second Quarter
- Q3:** Third Quarter
- Q4:** Fourth Quarter
- S1:** First Semester
- S2:** Second Semester

Grades and Attendance Standards Grades

Grades and Attendance: [Redacted]

Exp	Attendance By Class														Absences	Tardies			
	Last Week					This Week					Course	Q1	Q2	Q3			Q4	S1	S2
	M	T	W	H	F	M	T	W	H	F									
1-3(A)											Math English, Jamie - Rm: 408	C+ 84	C 80	D- 70	--	C 82	D- 70	4	0
4-6(A)											Language Arts Olson, Ayla - Rm: 505	A 96	B- 87	B 88	--	B+ 92	B 88	4	0
7-8(A)	Social Studies Holmes, Rodney - Rm: 403	B 89	C- 78	C 82	--	C 81	C 82	0	0
9(A)	Lunch LUNCH, B - Rm: GYM	--	--	--	--	--	--	0	0
10-11(A)	Nutrition Morris, Marcela - Rm: 201	--	--	A+ 99	--	--	A+ 99	0	0
12-13(A)	Art Pavatt, Katherine - Rm: 500	--	--	A 97	--	--	A 97	0	0
14-15(A)	Science Long, Jamie - Rm: 302	D 72	B 88	B+ 91	--	C 83	B+ 91	0	0
Attendance Totals												8	0						

To view the absences or tardies, click a number in the Absences or Tardies column. The Dates of Attendance page displays all absences or tardies.

To send e-mail to a teacher, click the name of the teacher.

To view grade details, click a grade in the term column. The Class Score Detail page appears.

Grade Details

Due Date	Category	Assignment	Codes	Score	%	Grd
12/26/2013	CFA	CFA Components of Multi-Cultural Stories		4/5	80	C
01/08/2014	HW	Homework Q3 W1		19/20	95	A-
01/09/2014	CW	Small Groups Q3 W1		10/10	100	A+
01/10/2014	BW	Bell-Work Q3 W1		5/5	100	A+
01/10/2014	CW	Stations Work Q3 W1		37.5/50	75	D+
01/10/2014	CFA	CFA Components of Multi-Cultural Stories- Retake		4/5	80	C
01/15/2014	HW	Homework Q3 W2		19/20	95	A-
01/16/2014	CW	Small Groups Q3 W2		10/10	100	A+
01/16/2014	CFA	CFA Components of Multi-Cultural Stories Retake 2		5/5	100	A+

Click an assignment under the Assignment column to view the Assignment Description if there is one.

Course	Library
Assignment name	Jumpin' Jellyfish
Description	Students had to put lists of words in alphabetical order.

Sometimes a teacher may leave a comment about an assignment. Click the Assignment Score to view comments.

Score Comment	
Teacher	[Redacted]
Course	Music
Assignment name	Week 3
Date Due	08/07/2013
Comment	[Redacted] had trouble playing and talking with a friend instead of paying attention in music.

E-mail Notification

The Email Notifications page provides you with the ability to manage your parent account email preferences, including what information you would like to receive, how often you would like to receive the information, and any additional email addresses that you would like the information sent to. Email preferences may be applied to a single student or all students associated to your parent account.

What information would you like to receive?

- Summary of current grades and attendance
- Detail report showing assignment scores for each class.
- Detail report of attendance.

How often?	Weekly
Email Address	Never
Additional Email Addresses	Weekly
	Every Two Weeks
	Monthly
	Daily

Start using PowerSchool Parent Portal today! Contact your child's school for the Access ID and Password.

PowerSchool Parent Portal is also available on your phone!

