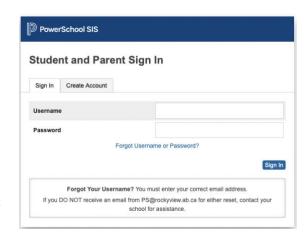
# Parent Guide

### How to View Report Card

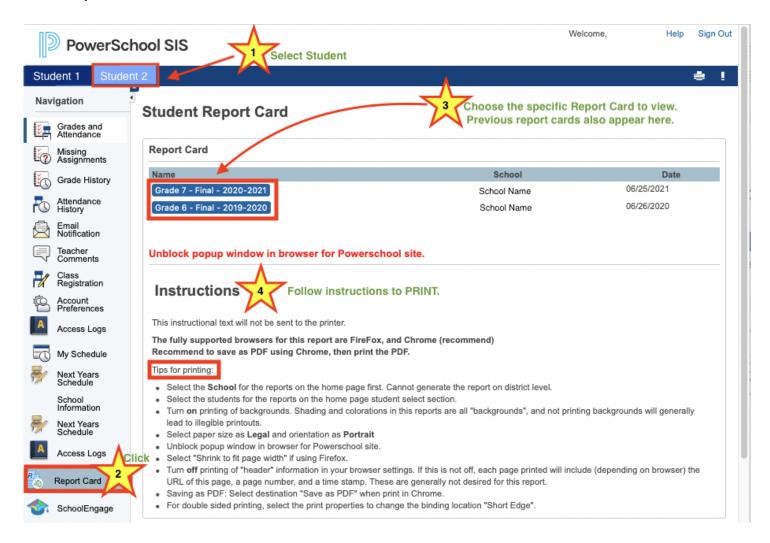
#### Log into the **Public Portal**

Log into the Public Portal <u>on a computer</u>, or through the web browser on a mobile device, **NOT through the PowerSchool app**.

\*If you do not have an account, **CLICK** on the "Create Account" tab, and follow the prompts to create account and add students. (Your school has sent letters home with specific access codes to add your students.)

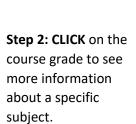


- Step 1: CLICK on the name of the student in the blue horizontal bar.
- Step 2: CLICK "Report Card" icon from the left navigation menu. A list of archived report cards will display.
- Step 3: CLICK on the specific Report Card to view/print.
- Step 4: Follow the instructions to PRINT.



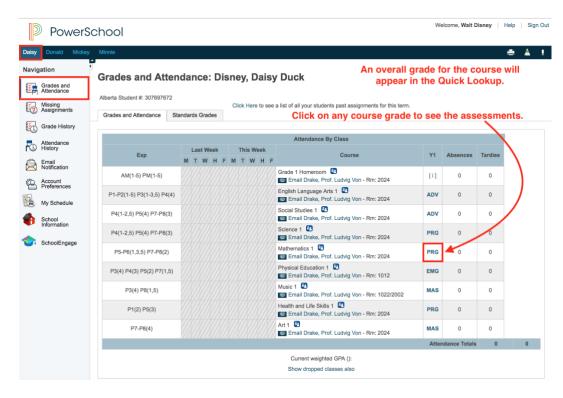
### How to View Individual Assessments

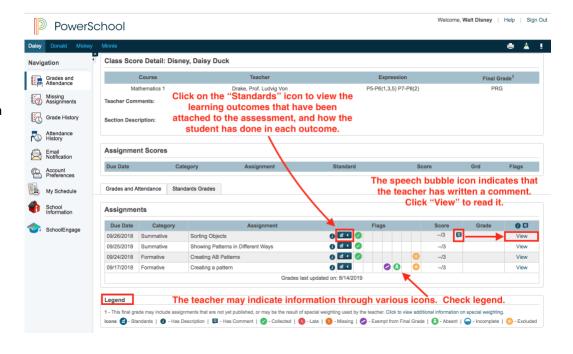
Step 1: To see ALL assessment information (including outcomes) for a student, CLICK on the "Grades and Attendance Tab" in the left navigation menu.



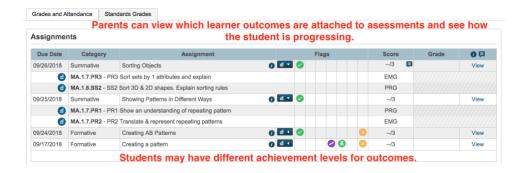
A list of assessments will appear.

Step 3: Check the legend at the bottom to discover the attributes/flags (collected, late, missing, exempt, absent, incomplete) that have been associated with each assessment.

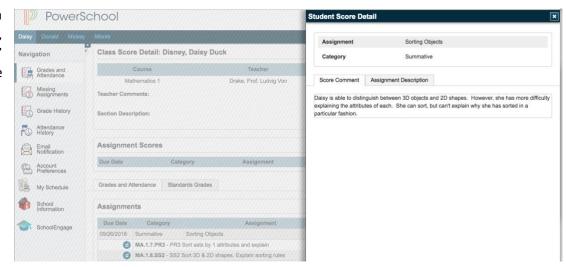




**Step 4: CLICK** on the Standards icon to see which learner outcomes are associated with the assessment.



Step 5: If there is a speech bubble icon, CLICK on the "View" button to see the Assignment description and/or an individual comment from the teacher.

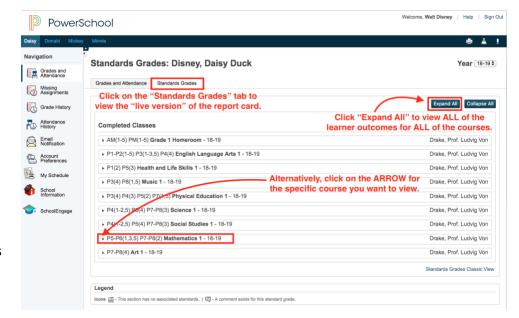


## How to View Overall Course Outcome (Standard) Progress

**Step 1: CLICK** on the "Standards Grades" tab.

**Step 2: CLICK** on "Expand All" to see ALL learner outcomes for ALL courses.

**CLICK** on the small arrow beside a specific course to view the learner outcomes for that course.



The grades displayed in this view are cumulative outcome grades. They have been determined from outcomes attached to multiple assessments and/or through classroom observations and conversations.

The learner outcomes are organized by topic or strand. (e.g., Number, Patterns and Relations, etc.)

Each learner outcome has a grade, which informs topic grades, and ultimately determines the overall course grade.

This information helps determine next steps.

It is available at any time, 24/7.

ADV	
MAS	
MAS	
EMG	
MAS	
ADV	
	ADV
PRG	
ADV	
PRG	
PRG	
ADV	
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MAS	