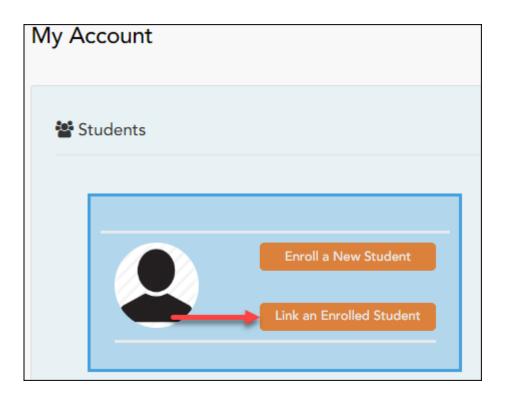


parent\_link\_enrolled\_student

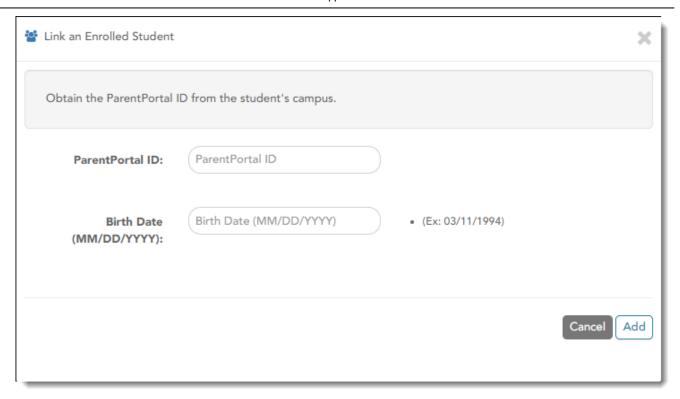
# **Table of Contents**

## **ASCENDER ParentPortal > My Account**



#### ☐ Click **Link an Enrolled Student**.

A pop-up window opens allowing you to add a student to your ParentPortal account.



Student Portal ID	Type the ParentPortal ID provided by the student's campus. If you do not have this ID, you must contact the campus to get the ID. You cannot add a student without entering a valid ParentPortal ID.
	The ID is case sensitive and must be entered exactly as it appears (example: qbQgk3qAs2z).
Birth Date	Type the student's complete birth date. The date entered here must match the birth date in the student's record at the campus. You cannot continue without entering the correct birth date.

#### ☐ Click **Add**.

If your student was successfully added to your account, the student's name will appear on the page. You will now be able to access your student's data.

The Summary page is the first page displayed when you successfully log on to ASCENDER ParentPortal. This page provides your student's schedule, current average for each class, and attendance for the current date. You may also see a district or campus message if available.

If your student's report card or IPR is available, a link is provided.

2

#### **Mobile App Features**

The ASCENDER ParentPortal uses a Responsive Design approach, which means the software detects

the screen size and orientation of your device, and changes the layout accordingly so that you have the best viewing experience.

Some features you may experience as the screen gets narrower:

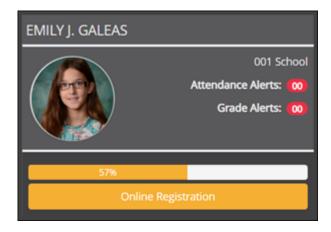
- The side menu will collapse (i.e., hide). Click to view the side menu.
- Objects on the screen will shift from side-by-side to stacked vertically.
- Grids (such as the student's schedule) will adjust by hiding the columns, beginning with the column furthest to the right. Tap the row to view any hidden data.

Some features you may experience as the screen gets wider:

- Buttons will get wider but not taller.
- ☐ Select Summary from the Navigation menu to access this page.

### **Student Information**

A student summary card is displayed for each student added to your account which displays the number of unread alerts for your student (according to your alert settings).



During the Online Registration period, additional information and tools are available on each student summary card.

### **Online Registration**

### **During the annual online registration window:**

You can easily see your student's progress in the registration process and access the page where you can complete the forms.

If your student's registration is in progress, a pop-up window opens from this page.



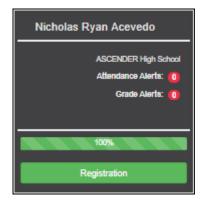
☐ Click **Resume Registration** to continue the registration process.

Or, click to close the pop-up window and continue registration later.

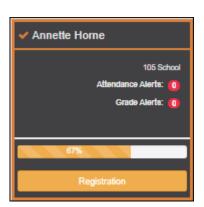
Once you have completed registration, the pop-up window will no longer appear.

**NOTE:** On the Summary page, the **Registration** button will be red, yellow, or green depending on how far along you are in the process.

• The information is green if all forms are completed (i.e., 100%).



• The information is yellow if most of the forms are completed (i.e., 50%-99%).



• The information is red if fewer than half of the forms are completed (i.e., 0%-49%).



• The card is highlighted and has a check mark for the selected student.



☐ To begin or resume the registration process, click **Resume Registration** on the pop-up window, or click the **Registration** button on the student's card.

The Registration page opens.

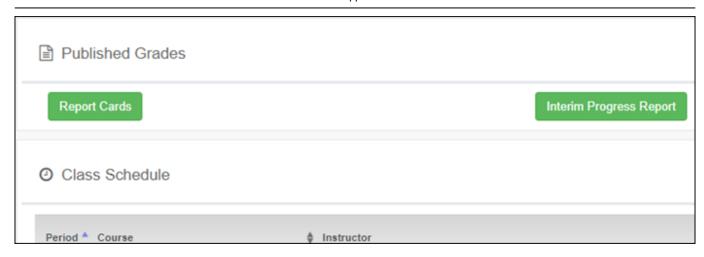
## **Campus Message**

If campus notes have been entered, they are displayed.

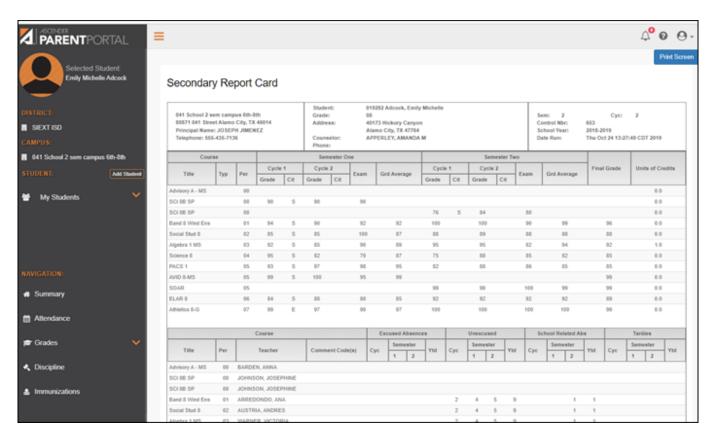
**MOBILE DEVICE USERS:** On a mobile device, tap **View Campus Notes** to view any notes provided by the campus.

### **Published Grades**

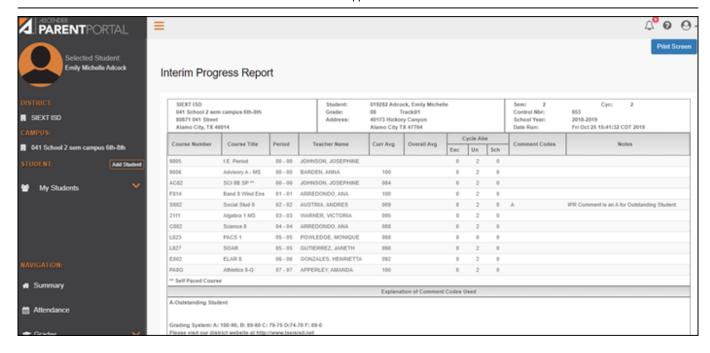
If your student's report card or interim progress report (IPR) is available, a button is displayed.



☐ Click the **Report Cards** button to view the student's report card. If a skills-based report card is available, the **Skills Based Report Cards** button is displayed.



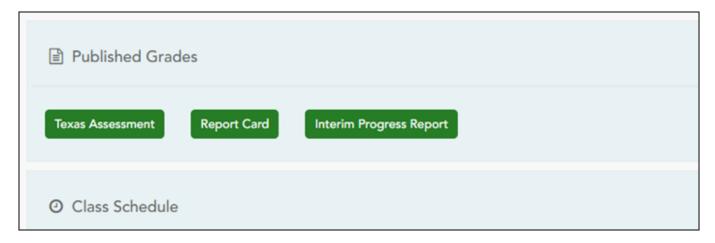
☐ Click the **Interim Progress Report** button to view the student's IPR.



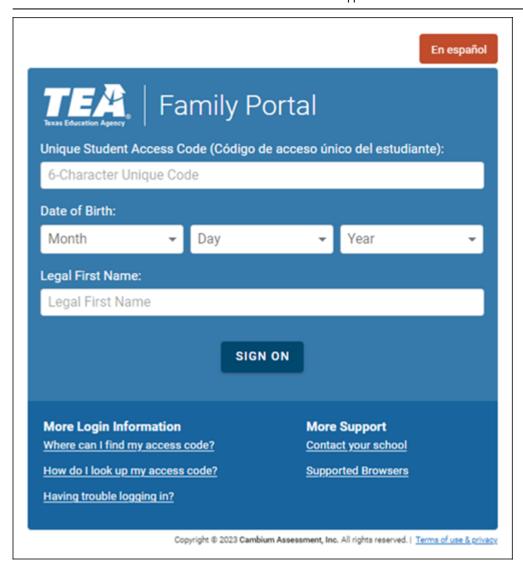
The report is displayed. Click **Print Screen** to print the screen as it appears on the page. **NOTE:** Print screen dimension can be no greater than 992 pixels.

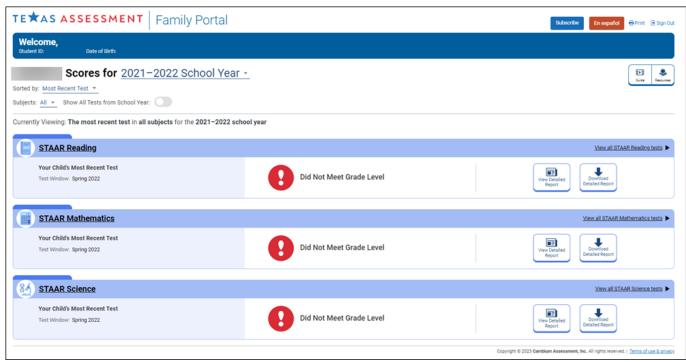
Only the most current report card or IPR is provided.

If your student's Texas Assessments are available, a button is displayed.



☐ Click the **Texas Assessment** button to be directed to the Family Portal login page to login and view the student's available assessments, or click here to view information for ASCENDER ParentPortal Single Sign-on.



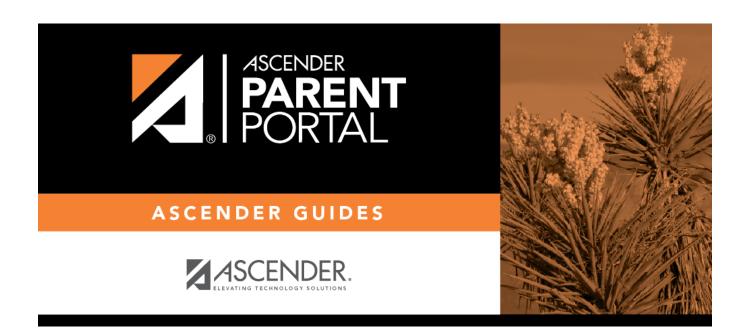


## **Class Schedule**

The student's class schedule is displayed if enabled by the district, including period, course title, teacher name, room number, current attendance and current grade average for each class.

**MOBILE DEVICE USERS:** On a mobile device, only the period, course, and current average are visible initially. Tap a row to view the complete details for each class.

	If the teacher has provided an email address, the teacher's name is displayed as a link that email address. If you click the name, the default email client (as specified in your Internet Options settings) opens with the teacher's address in the To field.			
	<b>TIP:</b> If you use web-based email (e.g., Gmail or Yahoo! Mail), you can copy the email address from the default email client to a web-based email message.			
	If the teacher has provided additional notes, click to view the notes. The notes open in a pop-up window. Click anywhere on the page to close the pop-up window.			
Last Updated		The date when the teacher last updated grades or attendance is displayed.		
Current Av	verage	The student's current grade average for each class is displayed.		
		If the course is set up to post letter grades, letter grades are displayed.		
		If the course is not graded, the message "Non-graded Course" is displayed in place of a grade.		
Today's At	ttendance	Attendance for the current date is displayed for each class if it has been posted. Otherwise, it is blank.		
		If the student is enrolled in an elementary campus which has only one period, one attendance status is displayed for the entire day.		



# **Back Cover**