



Disable Portals

Table of Contents

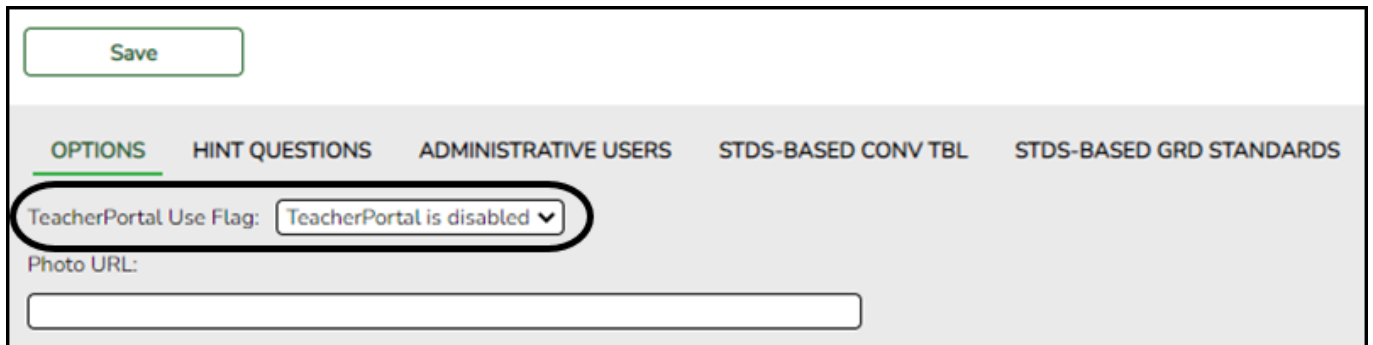
Disable Portals

NOTE: The following are district-level settings that affect all campuses. Coordinate with staff to ensure that this step occurs at the appropriate time once the school year ends. **It is recommended to disable all portals (Teacher, Parent, and Student) within a week or two after the last day of school.**

Disable TeacherPortal

[Grade Reporting > Maintenance > TeacherPortal Options > District > Options](#)

☐ Set **TeacherPortal Use Flag** to *TeacherPortal is disabled*.



The screenshot shows a web form with a 'Save' button at the top left. Below it is a tabbed interface with five tabs: 'OPTIONS' (selected), 'HINT QUESTIONS', 'ADMINISTRATIVE USERS', 'STDS-BASED CONV TBL', and 'STDS-BASED GRD STANDARDS'. Under the 'OPTIONS' tab, there is a label 'TeacherPortal Use Flag:' followed by a dropdown menu currently showing 'TeacherPortal is disabled'. Below this is a label 'Photo URL:' followed by an empty text input field.

Disable ASCENDER ParentPortal

ASCENDER ParentPortal Admin > Admin Settings > District Settings

☐ Set **ParentPortal is active as of** to a future date. The displayed date will indicate when ParentPortal will become active again. “Inactive” will be displayed.

Disable StudentPortal

[Graduation Plan > Maintenance > StudentPortal > Campus Options](#)

☐ Set **Use Graduation Plan** to *closed*.

CAMPUS

Use Graduation Plan: Closed ▼

Scheduling > Maintenance > Master Schedule > Campus > Campus Control

CAMPUS CONTROL SELECTION COURSES SECTIONS PROXIES INSTRUCTORS STUDENTPORTAL MESSAGE COPY COURSE SECTION

Campus: 001 School Phone: (555) 675-6269 School Year: 2026 - 2027
Address: 6BC5D8E5E 001 Street Fax: (555) 675-5893
Alamo City, TX 46119

Scheduling

Max Sems Allowed: 2 ▼ Period Begin: 00 Low Grade: 09 ▼ Period End: 09 High Grade: 12 ▼ Norm Prd Cntrl: 20 Schedule Withdrawn Students: ☐	Scheduling Sequence	StudentPortal Course Requests																														
	<table><tr><th>Delete</th><th>Priority</th><th>Grade</th></tr><tr><td></td><td>1</td><td>12 ▼</td></tr><tr><td></td><td>2</td><td>11 ▼</td></tr><tr><td></td><td>3</td><td>10 ▼</td></tr><tr><td></td><td>4</td><td>09 ▼</td></tr></table>	Delete	Priority	Grade		1	12 ▼		2	11 ▼		3	10 ▼		4	09 ▼	<table><tr><th>Delete</th><th>Grade</th><th>Status</th></tr><tr><td></td><td>09 ▼</td><td>Closed ▼</td></tr><tr><td></td><td>10 ▼</td><td>Closed ▼</td></tr><tr><td></td><td>11 ▼</td><td>Closed ▼</td></tr><tr><td></td><td>12 ▼</td><td>Closed ▼</td></tr></table>	Delete	Grade	Status		09 ▼	Closed ▼		10 ▼	Closed ▼		11 ▼	Closed ▼		12 ▼	Closed ▼
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Set Status for each grade level under StudentPortal Course Requests to Closed.



Back Cover