



ASCENDER GUIDES



## Admin - Campus Settings



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## **ASCENDER ParentPortal Admin > Admin Menu > Campus Settings**

This page is only available to users who log on to ASCENDER ParentPortal with a campus-level security administrator user name.

This page allows you to maintain campus-level settings for ParentPortal.

**NOTE:** Selections are automatically saved. There is no **Save** button.

If you are logged in as a multi-campus user, most of the following fields are not available.

## Settings

### Campus Selection:

**Select a new campus** Select the campus you want to update settings for.

### Display Settings:

**Indicate how the Campus Notes should be displayed on the Summary Page in ParentPortal.**

The text for the campus notes are entered in TxEIS Grade Reporting.

Any notes entered are displayed on the Summary page, which is the first page displayed when a user logs on to ParentPortal.

**How tall would you like the message box to appear?**

**Small** - Height is 100 pixels.

**Normal** - Height is 150 pixels.

**Large** - Height is 300 pixels.

**Extra-Large** - Height is 400 pixels.

For all options, the width will adjust according to the user's screen size.



## Back Cover