PowerSchool
Parent Access Guide

Linwood Public Schools

Logging into PowerSchool:

1.   Connect to the Internet and type the following URL: **powerschool.linwoodschools.org**
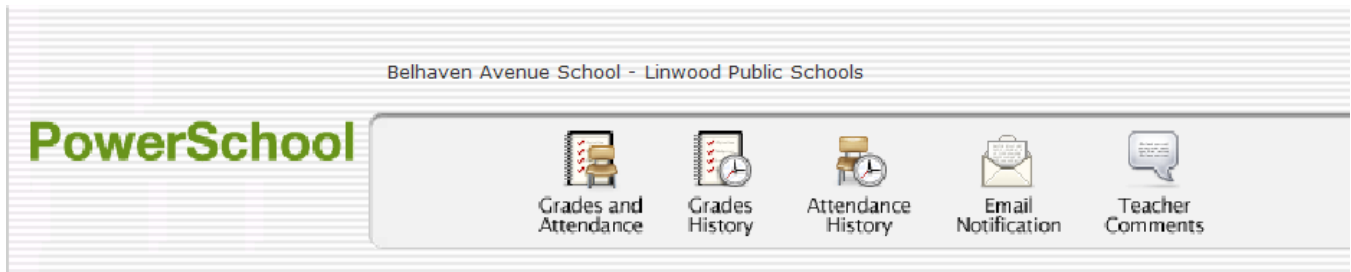
2.   The following login page will appear.

PowerSchool

Username

Password

Forget your member name or password?

Enter

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3.   Enter your assigned confidential username and password, then click on the **<u>Enter</u>** button.

Logging Out of PowerSchool:

1.   To log out of PowerSchool, just click the **<u>Logout</u>** button in the upper right corner of the window. (Please be sure to log out from PowerSchool.)

PowerSchool Features Available:

Grades and Attendance
- Provides access to a summary of your child's current grades and attendance at one glance.

Grades History
- Provides access to your child's current year report card with current term grades.

Attendance History
- Provides access to the complete attendance record for your child for the current term.

Email Notification
- Provides access to automatic email notification configuration. It is here that you can set up to receive periodical emails with your child's grade and attendance information.

Teacher Comments
- Provides access to each teacher's current comments for your child.

Grades and Attendance

Default page when you log into PowerSchool. This page gives you a quick look at how your child is doing in school. From this one screen you have access to attendance information for the last two weeks, names of and email links to teachers, grade averages, and attendance totals for the current term and the year.

Grades and Attendance

Attendance By Class

Exp	Last Week M	T	W	H	F	This Week M	T	W	H	F	Course	M1	M2	Absences	Tardies
HR(A-F)											Home Room Haviland, Mr.		0	12	2
1(A) 4(C) 5(D) 6(E)							·		·		Spanish 7 Raño, Mrs.	B 89	B 91	1	0
1(F) 2(A) 4(B) 5(C) 6(D)						·					Lang/Writing 7 Lonergan, Mrs.	B 89	A 93	0	0
1(E) 2(F) 4(A) 5(B) 6(C)											Math 7 Meade, Mr.	C 77	C 78	5	0
1(D) 2(E) 4(F) 5(A) 6(B)										·	Science 7 Breslow, Mr.	B 92	B 89	3	0
1(C) 2(D) 4(E) 5(F) 6(A)										·	Social Studies 7 Haviland, Mr.	A 101	A 98	2	0
7(A,C,E)							·			·	Phys Ed 7 McNamara, Mrs.	A 95	A 98	5	0
1(B) 2(C) 4(D) 5(E) 6(F)								·			Reading 7 Wrigley, Mrs.	B 90	B 91	0	0
2(B)						·	·	·		·	SOAR 7 Bernardini, Miss		A 100	1	0
7(B,D,F)						·		·		·	Art 7 Moore, Mrs.		A 96	0	0

Show dropped classes also

Attendance By Day

Last Week M T W H F	This Week M T W H F	Absences M2	YTD	Tardies M2	YTD
		0	12	0	2
Attendance Totals		0	12	0	2

Print Page

Legend
Attendance Codes: Blank=Present | A=Absent - unexcused | V=Vacation - unexcused absence | E=Absent - Excused | HA=Half Absent - am | HP=Half Absent - PM | O=Out of School Suspension | T=Tardy - Unexcused | D=Tardy - Excused | I=In-School Suspension | S=School Activity - Not in Class, but in school | 1=Full Day Absence | 2=Absent - never attended | 3=Excused Absence - Religious Holiday/Child Work Day | 5=Half-Day Absence | 7=Home Instruction | 9=IEP Exempt from attendance |

- Click the name of the teacher to send an email. (Note: To use this function, your web browser must be properly configured to automatically open an email application, and the email application must be properly configured to send email messages.)

- Click a number in either the Absences or Tardies column to view the absences or tardies for the selected class during this term.

- Click a grade in the Term column to view the Class Score Detail Page.

Rev. 09/27/2006

Class Score Detail

Course	Teacher	Expression	Final Grade
Math 7	Meade, Mr.	1(B) 2(C) 4(D) 5(E) 6(F)	B 85%

Due Date	Category	Assignment	Score	%	Grd
12/01/2005	QUIZ	3-4-3-7	86/100	86	B
12/09/2005	TEST	Ch 3	89/100	89	B
12/12/2005	HW	1st 5	90/100	90	B
12/15/2005	QUIZ	4-1-4-5	94/100	94	A
01/11/2006	TEST	ch4	75/100	75	D
01/20/2006	QUIZ	5-1thru5-4	66/100	66	F
01/20/2006	QUIZ	ch510rev?	100/100	100	A

Grades last updated on 1/30/2006

Print Page

The Class Score Detail Page displays class assignment and grade information. If you see something written in blue it is a link to more information. The Assignment, Assignment Category, and the Score all have the potential for more information about them.

At the top of the page you may also find grading information that the teacher has submitted. This can help you understand the class expectations, grading policy of the teacher for this particular class.

If there is an assignment listed but there is no score – check the date. This may be an assignment that has been listed to make parents aware of an upcoming due date. Teachers may also use special codes that indicated that an assignment has been received but is ungraded or that the assignment has not been handed in.

Grades History

The Grade History page allows you to view a list of all grades that your child has earned to this point in the year. In this view you are able to see the letter grade, percentage grade, and citizenship grade.

Depending on when you are accessing this page, the following is a sample of what you will see in the tables:

I1 - Interim 1 grades   M1 - Marking Period 1 grades   F1 - Final Grade MP1 Related Arts
I2 - Interim 2 grades   M2 - Marking Period 2 grades   F2 - Final Grade MP2 Related Arts
I3 - Interim 3 grades   M3 - Marking Period 3 grades   F3 - Final Grade MP3 Related Arts
I4 - Interim 4 grades   M4 - Marking Period 4 grades   F4 - Final Grade MP4 Related Arts
                                                            Y5 - Final Grade for Year

Click a grade in the % column to view the Class Score Detail page which would show the assignments and grades that made up that particular score.

Grade History

f1			
Course	Grade	%	Cit
Vocal Music 7	A	93	-

i1			
Course	Grade	%	Cit
Lang/Writing 7	B	91.9	O
Math 7	C	77	O
Phys Ed 7	A	100	O
Reading 7	A	94	O
Science 7	A	93	O
Social Studies 7	A	99	O
Spanish 7	B	90	S
Vocal Music 7	B	90	S

m1			
Course	Grade	%	Cit
Lang/Writing 7	B	89	-
Math 7	C	77	-
Phys Ed 7	A	95	-
Reading 7	B	90	-
Science 7	B	92	-
Social Studies 7	A	101	-
Spanish 7	B	89	-
Vocal Music 7	A	93	-

Attendance History

The Attendance History page allows you to have a detailed view of your child's attendance in school during the current term. At the bottom of the page you will find the attendance code legend which shows the attendance codes and their meanings.

Meeting Attendance History

Course	Expression	11/7-11/11					11/14-11/18					11/21-11/25					11/28-12/2					12/5-12/9					12/12-12/16				
		M	T	W	H	F	M	T	W	H	F	M	T	W	H	F	M	T	W	H	F	M	T	W	H	F	M	T	W	H	F
Home Room Haviland, Mr. 206 E: 9/8/05 L: 7/1/06	HR(A-F)	-	-	-	-	-		T				A	A	A	-	-	A	A	A				-							T	
Lang/Writing 7 Lonergan, Mrs. 205 E: 9/8/05 L: 7/1/06	1(A) 2(B) 4(C) 5(D) 6(E)	-	-	-	-	-				.			-	-		.						-		.							
Science 7 Breslow, Mr. 202 E: 9/8/05 L: 7/1/06	1(F) 2(A) 4(B) 5(C) 6(D)	-	-	-	-				.				-	-		.						-	.								.
Reading 7 Wrigley, Mrs. 208 E: 9/8/05 L: 7/1/06	1(E) 2(F) 4(A) 5(B) 6(C)	-	-	-	-			.			A	A	-	-		.						.	-						.		
Social Studies 7 Haviland, Mr. 206 E: 9/8/05 L: 7/1/06	1(D) 2(E) 4(F) 5(A) 6(B)	-	-	-	-		.				.	-	-					.		-						.	A
Spanish 7 Rallo, Mrs. Library E: 9/8/05 L: 7/1/06	1(C) 4(E) 5(F) 6(A)	-	-	-	-	.		.			.	-	-	-			.		.	-			.		.			.		.	
Art 7 Moore, Mrs. ArtRm E: 11/10/05 L: 1/28/06	7(A,C,E)	-	-	-	-	.		.		.	A	.	-	-	.	A	.		.		.	-		.		.		.		.	
Math 7 Meade, Mr. 103 E: 9/8/05 L: 7/1/06	1(B) 2(C) 4(D) 5(E) 6(F)	-	-	-	-					.			-	-			.					-		.							
Phys Ed 7 McNamara, Mrs. Gym 1-old E: 9/8/05 L: 7/1/06	7(B,D,F)	A	.		.		-	-	-	-	-	.		.		.		.		.		-	.		.		.		.		.
SOAR 7 Bernardini, Miss CompLab B E: 9/8/05 L: 7/1/06	2(D)	.	.	.	.		-	-	-	-	-	.	.	.	.	.		.	.	.		.	.	.	.		.	.	.	.		.

Legend
Attendance Codes: Blank=Present | A=Absent - unexcused | V=Vacation - unexcused absence | E=Absent - Excused | HA=Half Absent - am | HP=Half Absent - PM | O=Out of School Suspension | T=Tardy - Unexcused | D=Tardy - Excused | I=In-School Suspension | S=School Activity - Not in Class, but in school | 1=Full Day Absence | 2=Absent - never attended | 3=Excused Absence - Religious Holiday/Child Work Day | 5=Half-Day Absence | 7=Home Instruction | 9=IEP Exempt from attendance |

Email Notification

Use this page to select which email messages you want to receive on a regular basis, including the student's grades, attendance, and assignment scores. You will need configure the following items and then press submit.

- Select the type of information you would like to receive
    - o **Summary of current grades and attendance** – sends out one email giving a summary of final grade and attendance totals for each of your child's classes.

    - o **Detailed reports showing all assignment scores for each class** – sends out one email for each class with each assignment for the marking period with scores. If your child has 6 classes you will receive 6 emails, one for each class.

    - o **Detailed report of attendance** – sends out an email with detailed attendance for each class your child is enrolled in for the current term.

- Use the pop-up menu to choose how often you want to receive the email messages selected above. (Never, Once a Week, Once Every Two Weeks, Once a Month, Daily)

- Select the Send Now checkbox to immediately send the email messages selected above.

- Enter the email address(es) to which you want the system to send the email messages selected above. The system allows up to two email addresses per student, just separate multiple address(es) with commas.

Email Notifications

What information would you like to receive?	☐ Summary of current grades and attendance
	☐ Detailed reports showing all assignment scores for each class
	☐ Detailed report of attendance
How often?	Never ▾
Send now?	☐
Email Address(es)	
	(separate multiple email addresses with commas)

Submit

Teacher Comments

The Teacher Comments page allows you to view any comments that teachers may have submitted for your child. From here you are able to view your child's current schedule and who his/her teachers are. As with the Grades and Attendance screen, if a teacher has email available you can click their name and send an email to them.

Teacher Comments

Exp.	Course	Teacher	Comment
HR(A-F)	Home Room	Haviland, Mr.	
1(A) 4(C) 5(D) 6(E)	Spanish 7	Rallo, Mrs.	
1(F) 2(A) 4(B) 5(C) 6(D)	Lang/Writing 7	Lonergan, Mrs.	
1(E) 2(F) 4(A) 5(B) 6(C)	Math 7	Meade, Mr.	
1(D) 2(E) 4(F) 5(A) 6(B)	Science 7	Breslow, Mr.	
1(C) 2(D) 4(E) 5(F) 6(A)	Social Studies 7	Haviland, Mr.	
7(A,C,E)	Phys Ed 7	McNamara, Mrs.	
1(B) 2(C) 4(D) 5(E) 6(F)	Reading 7	Wrigley, Mrs.	
2(B)	SOAR 7	Bernardini, Miss	
7(B,D,F)	Art 7	Moore, Mrs.	