

## Creating your PowerSchool Parent Portal Account:

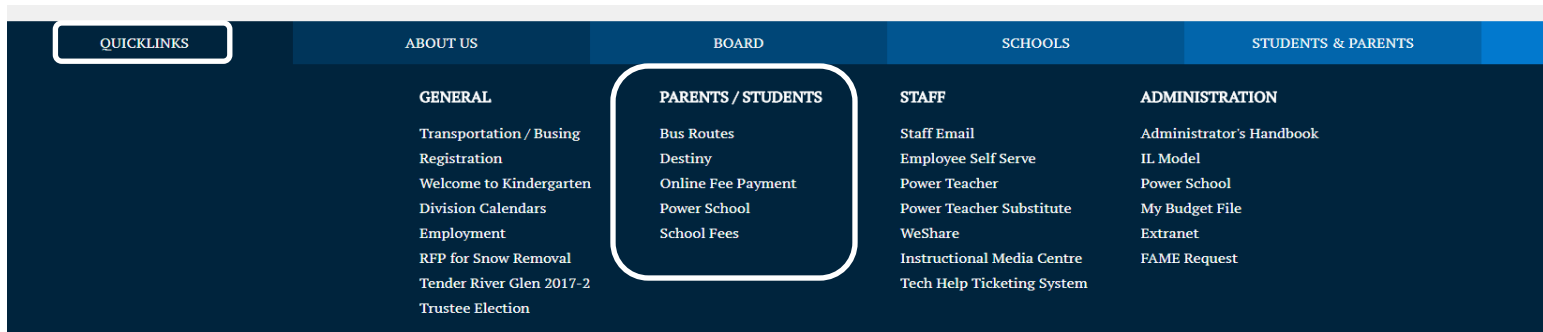
Before you can log in to PowerSchool Parent Portal, you will need to create your account and associate students to it. You should have received a letter from your child's school with your child(ren)'s **Access ID and Access Password**. These values are needed to attach a student to your account.

\*If you do not have this information or have questions, please contact the school office.

### Process Steps:

Use PowerSchool Parent Portal anywhere you have access to the Internet.

- Launch a web browser and go to PowerSchool Parent Portal URL:  
<https://powerschool.cesd73.ca/public/>
- You can also access PowerSchool Parent Portal by going to the Chinook's Edge Website <http://www.cesd73.ca>  
**Quick Links > Parents/Students > PowerSchool**



- If this is your first time to this screen you must click [Create Account](#) to set up your account and get started.

A screenshot of the PowerSchool 'Student and Parent Sign In' page. The page has a dark blue header with the PowerSchool logo. Below the header, there is a 'Sign In' button and a 'Create Account' button, both of which are circled in red. Below these buttons are input fields for 'Username' and 'Password'. There is also a link for 'Forgot Username or Password?' and a 'Sign In' button at the bottom right.

**NOTE:** If you have already created an account enter your username and password and click

[Sign In](#)

## CREATING AN ACCOUNT

Creating an account requires **2 steps**: creating the actual account and linking student to the account.

### 1. **Create Parent Account**

Enter the following:

- First Name
- Last Name
- Email
- Desired Username
- Password



### 2. **Link Students to Account**

Enter the following to make the link:

- Students Name
- (Last, First)
- Access ID
- Access Password
- Your Relationship to student (usually mother/father)



The screenshot shows the PowerSchool interface. At the top is the 'PowerSchool' logo. Below it is a form titled 'Create Parent Account' with fields for First Name, Last Name, Email, Desired Username, Password, and Re-enter Password. A note below the password fields states 'Password must: •Be at least 6 characters long'. Below this is a section titled 'Link Students to Account' with the instruction 'Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account'. This section contains a table with 7 rows and 4 columns: Student Name, Access ID, Access Password, and Relationship. Each row has input fields for the first three columns and a dropdown menu for the Relationship column. An 'Enter' button is located at the bottom right of the table.

Once all information is complete click on

enter

Once your account is successfully created you can now use the username and password you entered in the previous step to login to the parent portal.

## ADD Students to existing Account

All students attending CESD73 schools can be linked to the same account.

Sign in to existing account. Select Students tab under Account Preferences and Add.

### Account Preferences - Students

The screenshot shows the 'Account Preferences - Students' page. The 'Students' tab is selected and highlighted with a black box. An 'Add' button is highlighted with a black box in the top right corner. A modal window titled 'Add Student' is open, showing 'Student Access Information' with fields for Student Name, Access ID, Access Password, and Relationship (a dropdown menu). 'Cancel' and 'OK' buttons are at the bottom of the modal.

Use the information provided by the school specific to this student.

Student Names will appear in the top left corner. You can move back and forth between students.



***Tips: Everything that is Blue in Parent Portal is clickable, this will take you into detailed information.***

# Information Inside the Parent Portal

## Navigation Bar:

The navigation bar appears at the top of the PowerSchool Parent Portal start page.  
If you have more than one student on this account select students name in top left hand corner.

**PowerSchool Logo** – Click to return to the start page

**Sign Out** – Click to log out of PowerSchool Parent Portal.

The screenshot shows the PowerSchool Parent Portal interface. At the top left is the PowerSchool logo. At the top right, it says 'Welcome, Karen Beuker | Help' and a 'Sign Out' button. The main content area is titled 'Grades and Attendance: Standards, Test'. Below this, there's a section for 'ASN:' and tabs for 'Grades and Attendance' and 'Standards Grades'. The main part of the page is a table titled 'Attendance By Class'. The table has columns for 'Exp', 'Last Week' (M, T, W, H, F), 'This Week' (M, T, W, H, F), 'Course', and then columns for quarters (Q1, T1, Q2, S1, T2, Q3, Q4, T3, S2), 'Absences', and 'Tardies'. The table lists various classes like HR1(A), HR2(A), LA(A), SS(A), PE(A), MU(A), OPT(A), ART(A), and COM(A) with their respective attendance data.

The navigation sidebar contains the following items:

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- School Bulletin
- Class Registration
- Balance
- My Calendars
- School Information
- Account Preferences
- Report Card View

**Grades and Attendance-** View Students current grades and attendance.

**Grade History -** View Students Grades for a previous Term. Starts at Grade 9.

**Attendance History –** View Students attendance history for previous terms.

**Email Notification –** Click to set the email notifications for Attendance/Marks/ School Announcements. Note this does not replace the school messenger emails and announcements.

**Teacher Comments-** Select proper term and view teachers comments.

**School Bulletin –** View Daily School Announcements. Some schools do not use this feature.

**Class Registration –** View and select next year’s courses. Only applicable to Grade 9 – 12.

**Balance -** This will take you to Online Fee Management System (Quick Pay). Must create account through Quick Pay.

**My Calendars -** NA

**School Information –** School Address, Email, Phone Number

**Account Preferences-** Update your username, change your password and add and delete students

**COMING SOON - SCHOOL ENGAGE FOR ONLINE DEMOGRAPHIC AND REGISTRATION FORMS**

# Assignment, Outcomes, and Comments in Parent Portal

**Grades and Attendance: Standards, Test**

ASN:

Grades and Attendance Standards Grades

Exp	Attendance By Class										Absences	Tardies										
	Last Week					This Week							Course	Q1	T1	Q2	S1	T2	Q3	Q4	T3	S2
	M	T	W	H	F	M	T	W	H	F												
HR1(A)											HOMEROOM 5 [i] Email Beuker, Karen	[i]				[i]				[i]	0	0
HR2(A)											French 5 [i] Email Beuker, Karen	0			0					0	0	0
HR2(A)											Science 5 [i] Email Beuker, Karen	65			76					80	0	0
LA(A)											Mathematics 5 [i] Email Beuker, Karen	60			70					70	0	0
SS(A)											Social Studies 5 [i] Email Beuker, Karen	60			60					75	0	0
PE(A)											Physical Education 5 [i] Email Beuker, Karen	0			0					0	0	0
MU(A)											Music 5 [i] Email Beuker, Karen	[i]			[i]					[i]	0	0
OPT(A)											Drama 5 [i] Email Beuker, Karen - Rm: 1	[i]			[i]					[i]	0	0
OPT(A)											CTF Business A [i] Email Beuker, Karen	0									0	0
OPT(A)											CTF Business B [i] Email Beuker, Karen									0	0	0
OPT(A)											CTF Business C [i] Email Beuker, Karen									0	0	0
ART(A)											Art 5 [i] Email Beuker, Karen	0			60					70	0	0
COM(A)											English Language Arts 5 [i] Email Beuker, Karen	60			65					60	0	0
Attendance Totals											0	0			0	0			0	0		

Show dropped classes also


**GRADES and ATTENDANCE SCREEN**

Q1	T1	Q2	S1	T2	Q3	Q4	T3	S2
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**a. QUARTERS and TERMS**

Y1 - Full year course, S1- Semester one, S2 - Semester two course, T1 - Trimester one 1, T2 - Trimester two , T3 - Trimester three Quarters - Q1, Q2, Q3 and Q4.

- b. MARKS in TERMS** click on any blue link, this will take you to the list of assignments and outcomes attached to them.
- a. Core Subjects: will have a % mark, this will include ELA, Mathematics, Social Studies, Science, French Language Arts.
  - b. All other subjects will be outcome based marked (no %), this will include Art, Band, French Second Language, Music, Physical Education, Drama, Health, and all CTF options.

Clicking on the Blue mark, 0, or [ i ] (no assignments assigned yet), then on  This will take you into the assignment to show what outcomes were assessed and graded.

**Class Score Detail: Standards, Test**

Grades and Attendance Standards Grades

Course	Teacher	Expression	Final Grade <sup>1</sup>
Mathematics 5		LA(A)	60%

Teacher Comments:

Section Description:

**Assignments**

Due Date	Category	Assignment	Flags	Score	%	View
09/21/2017	Summative	Basic Math		6/10	60	View
		M5.1.04EO - Apply mental mathematics strategies for multiplication. [C, CN, ME, R, V]		PR		
		M5.1.05EO - Demonstrate, with and without concrete materials, an understanding of multiplication (2 digit by 2 digit) to solve problems. [C, CN, PS, V]		ST		
		M5.1.07EO - Demonstrate an understanding of fractions by using concrete, pictorial and symbolic representations to - create sets of equivalent fractions - compare fractions with like and unlike denominators. [C, CN, PS, R, V]		PR		
		M5.1.11 - Demonstrate an understanding of addition and subtraction of decimals (limited to thousandths) [C, CN, PS, R, V]		EL		

Grades last updated on: 9/20/2017

Outcomes assessed on Assignment

Detailed view of an assignment

Category of Assignment

Name of Assignment

Grade you clicked on

Score for outcomes on this assignment

Click on view to look at comments.

## STANDARD GRADES TAB

HOMEROOM CLASSES – in this class you will find the LSW- Learning Skill, Attitudes, and Work Habits. The main 5 Attributes will be assessed only once a Term.

By clicking on the arrow by the subject this will give you all terms for the year and all outcomes assessed during that term

The screenshot shows a web interface titled "Standards Grades: Standards, Test" with a "Year" dropdown set to "17-18". There are two tabs: "Grades and Attendance" and "Standards Grades", with the latter being selected and highlighted by a black box. In the top right corner, there are "Expand All" and "Collapse All" buttons. Below the tabs is a section titled "Current Classes" containing a list of classes. Each class entry includes a right-pointing arrow, the class name, and the teacher's name, "Beuker, Karen". The class "S(A) Social Studies 5 - 17-18" is highlighted with a black box, and its arrow is also highlighted.

Class Name	Teacher
▶ HR1(A) HOMEROOM 5 - 17-18	Beuker, Karen
▶ HR2(A) French 5 - 17-18	Beuker, Karen
▶ HR2(A) Science 5 - 17-18	Beuker, Karen
▶ LA(A) Mathematics 5 - 17-18	Beuker, Karen
▶ S(A) Social Studies 5 - 17-18	Beuker, Karen
▶ PE(A) Physical Education 5 - 17-18	Beuker, Karen
▶ MU(A) Music 5 - 17-18	Beuker, Karen
▶ OPT(A) CTF Business A - T1	Beuker, Karen
▶ OPT(A) CTF Business B - T2	Beuker, Karen
▶ OPT(A) CTF Business C - T3	Beuker, Karen
▶ OPT(A) Drama 5 - 17-18	Beuker, Karen
▶ ART(A) Art 5 - 17-18	Beuker, Karen
▶ COM(A) English Language Arts 5 - 17-18	Beuker, Karen

This is a close-up view of the class list from the previous screenshot. It shows two entries: "▶ LA(A) Mathematics 5 - 17-18" and "▶ SS(A) Social Studies 5 - 17-18". The "SS(A) Social Studies 5 - 17-18" entry is highlighted with a black box, and its right-pointing arrow is also highlighted.

This view will only show the outcomes of the subject and if they are assessed on them for all Terms.