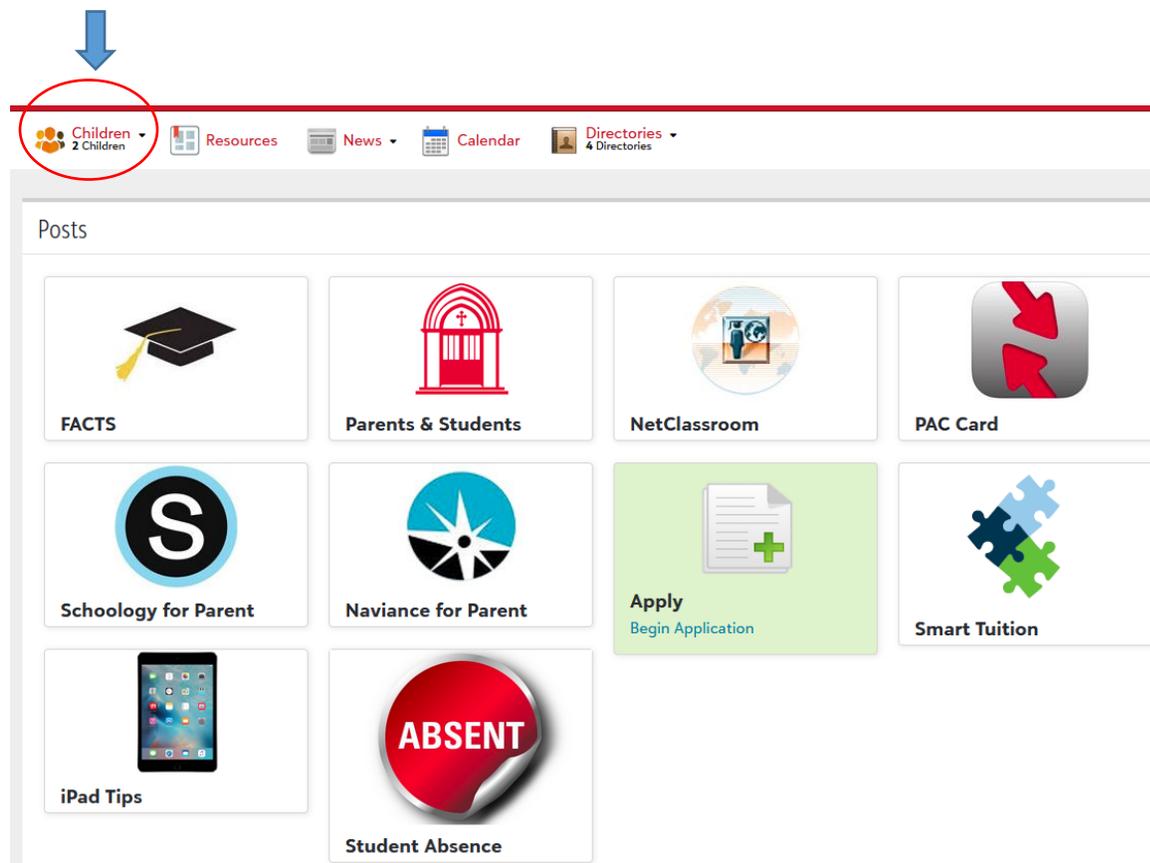


Prep Connect is a parent, student and teacher portal, where the parents are able to find contracts, forms and other school related documents, as well as have access to other school resources.

To log into **Prep Connect** use the link: <https://fairfieldprep.myschoolapp.com> or access it from Menu on the Prep website: www.fairfieldprep.org.

The Prep Connect portal provides a centralized access to NetClassroom, as well as links to Schoology, Naviance, PAC Card, and FACTS Financial Aid accounts (when active). Parents are able to view their family's demographic information, school calendar, school directories, and (new this year!) their son's attendance, conduct and class schedule. **To view the student schedule, attendance and conduct, click on student's name (or under Children if you have more than one son at school), in the top left corner. Please scroll down for the detailed instructions.**



Located in the top banner, School Calendar includes Parents and Student Calendars as well as Sports Calendar.



Located in the top banner, Students, Parents, Faculty & Staff and Coaches directories. Student directory can be viewed by grade, location and showed on map.



FACTS

Link to FACTS Management, Inc. financial aid website. Requires separate username and password.



Used for reporting student's partial and/or full day absences from school. Must be filled out by parent or guardian only for each day of absence.



Access to information for parents and students listed on the Prep website. Information on programs, activities, forms and documents, Bellarmine Guild and Fathers' Club.



Direct access to view your student(s) grades, schedule, and report cards. NetClassroom is periodically closed down for posting report cards at the end of each quarter. The NetClassroom closing days are posted on the Prep website.



Prep Access & Cash Card gives students access to Fairfield Prep facilities and the ability to use the card to purchase food in the Student Life Center and at Prep's vending machines. PAC Card Instructions are found on the Prep website under Menu/Quicklinks/Forms & Documents/Technology Forms. To access the account:
Username: student's Prep email
Password: an eight digit id number as found on the student's ID Card



Prep's Learning Management System presents class materials and homework assignments. The detailed Schoology Login Instructions for Parents are located on the Prep website under Menu/Quicklinks/Forms & Documents/Technology Forms. To access Schoology:
Username: email (if registered with Schoology)
Password: click forgot password link



The program which assists students, counselors and parents in tracking a student's development, as well as provide students with college planning and career assessment tools. Naviance accounts are established for all students and parents and are viewable only to students, parents and counselors. For help with access, contact your son's school counselor.

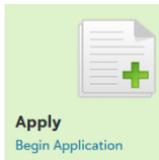


Direct access for tuition management. Password required only for the first time to sign in.

If you need help, call (888) 868-8828



Tips on how to manage your son's time on iPad.



Portal to begin new application for a younger brother.

To view student’s schedule, attendance and conduct.

Click on your son’s name in the top left corner of the screen.

The screenshot shows a student portal dashboard. At the top, there are navigation links: Resources, News, Calendar, and Directories. Below this is a student profile section with a circular profile picture and a name field. A 'Send message' button is located below the profile. The main navigation tabs are Progress, Schedule, Assignments, Conduct, and Contact Card. The 'Schedule' and 'Conduct' tabs are circled in red. Below the tabs is a 'Select Grade' dropdown menu set to '9th Grade'. The dashboard features three main data cards: 'Performance' (with a message that data is not available), 'Conduct' (showing 5 total points for 2019-2020), and 'Attendance Summary' (showing 11 Absent Excused, 2 Absent Unexcused, and 1 Tardy Unexcused). Below these cards is a 'Courses' section with a 'Term' dropdown set to '1st Semester'. Blue arrows point from the text instructions to the 'Schedule' tab, the 'Conduct' card, and the 'Attendance Summary' card.

To view details about the conduct, click on the number or access it under the **Conduct** tab.

To view the attendance details click on the numbers under Attendance Summary, and then click on the arrow next to a class to view the date on which the absence occurred.

The screenshot shows a table for a class named 'Theology 1 - 4 (2)'. The table has three columns: Date, Reason, and Comment. One row of data is visible, showing an absence on 10/3/19 with the reason 'Other' and the comment 'Grandparents Day Breakfast & Mass'. A blue arrow points to the class name.

Date	Reason	Comment
10/3/19	Other	Grandparents Day Breakfast & Mass

The **View History** link allows to download/print pdf file of your son’s attendance record. Click the **Schedule** tab to view attendance by day.