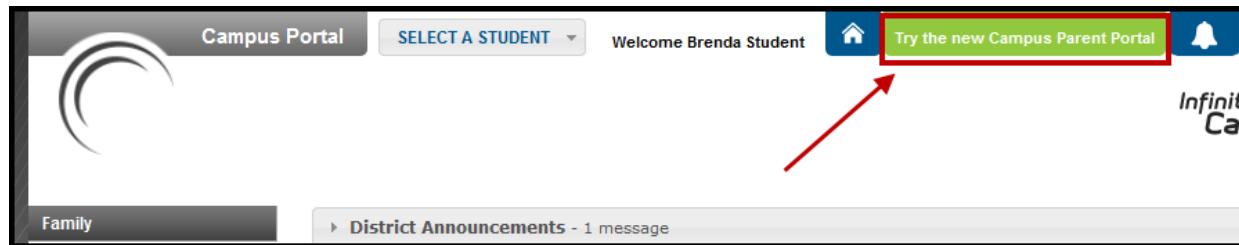


Campus Parent Portal

[Using the Campus Parent Portal](#) | [Tools Available in the Campus Parent Portal](#) | [Links in Campus Parent](#) | [Notification Settings](#) | [Account Settings](#) | [Contact Preferences](#) | [Access Log](#)

The Campus Parent Portal is a new version of the Campus Portal designed specifically for parents. It includes enhanced features to make it more useful, including a responsive design optimized for use on mobile devices and tablets. Additional tools will be added in the coming months.



Access the Campus Parent Portal from the current Portal.

The new Campus Parent Portal application and the existing Portal work in parallel; parents can switch between as needed until the End-of-Life of the Campus Portal in June 2019.

Using the Campus Parent Portal

In the Campus Parent Portal, navigate between tools in the menu on the left. On mobile devices, this menu shrinks to a "hamburger" or "three bars" icon to save space.

Click the user icon in the top right to view Notification Settings. To switch to the previous Portal, click the Parent dropdown and select Portal.

 A screenshot of the Campus Parent Portal interface. The top navigation bar includes a 'Parent' dropdown, a 'Weekly Overview' section for 'This Week' (03/19 - 03/23) showing tasks like 'TKAM Character Worksheet' (9/10, 90%), and a student dropdown for 'Andrew Student'. The left sidebar has a 'Three Bars' menu icon, the 'Infinite Campus' logo, and links for 'Announcements', 'Today', 'Weekly Overview' (which is selected), 'Grades', 'Grade Book Updates', 'Attendance', and 'Schedule'.

This Week 03/19 - 03/23	
Monday 03/19	
TKAM Character Worksheet AP Literature	9/10 (90%)
Tuesday 03/20 TODAY	
Ch3 pg 145-7, #s 2, 4, 8, 12 Pre-Calculus A	
MISSING	

The Campus Parent Portal

If a tool is specific to a single student, such as Grades or Schedule, a student dropdown list displays in the top right corner. This dropdown list does not display for tools that are not student specific like

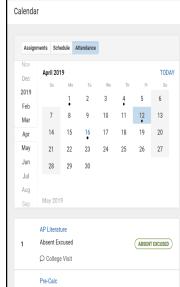
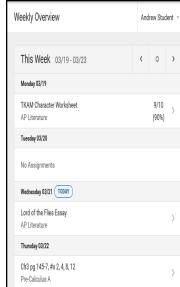
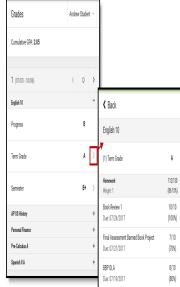
Announcements and Payments.

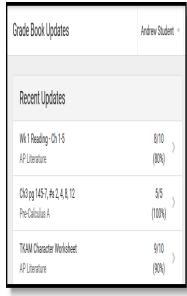
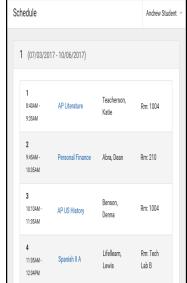
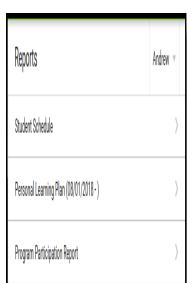
The screenshot shows the 'Weekly Overview' section. At the top right, there is a dropdown menu labeled 'Andrew Student'. Below it, another dropdown menu also shows 'Andrew Student'. A hand cursor icon is positioned over this second dropdown. To the right of the dropdowns, there is a small navigation arrow pointing right. The main area displays 'This Week 03/19 - 03/23' and a list of assignments: 'TKAM Character Worksheet' and 'AP Literature'. Below the assignments, the date 'Tuesday 03/20' is visible.

Switch between students using the dropdown list in the corner.

Tools Available in the Campus Parent Portal

Tool Name	Description	Example Image (click to view)
Message Center	<p>The Message Center includes announcements are posted at a school or district level. Click <i>Show More</i> to display additional text for longer announcements. Announcements display based on the timeline set by the creator and cannot be deleted or archived.</p> <p>Additionally, the Inbox displays messages sent to the parent, including those from teachers.</p>	<p>A screenshot of the 'Message Center' interface. It shows two tabs: 'Announcements' and 'Inbox'. Under 'Announcements', there are two items: 'Harrison High' with a reminder about school colors and 'District Announcement' with a reminder about teacher training. Under 'Inbox', there is one message from 'Harrison High' about school start times.</p>
Today	<p>The Today view shows the selected student's schedule for the current day and lists any assignments due today or tomorrow.</p> <p>The schedule shows the times of the periods during the day and the student's courses, with the teacher's name and room assigned.</p> <p>The assignments list covers all of the student's courses, including those that may not meet on the current day. Click on the assignment or the course name to view details.</p> <p>In districts that use Campus Food Service, the student's Lunch Balance displays at the top.</p>	<p>A screenshot of the 'Today' view. It shows the student's schedule for the day, including periods 1 through 5 with their respective subjects and teachers. Below the schedule, there is a list of 'Assignments Due Today' and 'Assignments Due Tomorrow'. At the very top of the page, the 'Lunch Balance' is displayed.</p>

Calendar 	<p>The Calendar displays data in three different modes, Assignments, Schedule, and Attendance.</p> <p>For Assignments and Attendance, dots display below dates that have data. Select a mode and date to view data for that day.</p> <p>In Assignments mode, a button displays to show the Weekly Overview, which shows all assignments for the selected week.</p>	
Weekly Overview  (within Calendar)	<p>The Weekly View filters the Calendar to show a student's assignments for a week in a simple, single page overview.</p> <p>In this overview, view assignments for the week and see scores. Assignments display for the calendar day on which they are Due.</p> <p>Flagged assignments, such as the Missing assignment above, are also shown. Scored assignments are shown with the points possible, if applicable, or the percentage or rubric score earned.</p>	
Assignments	<p>The Assignments tool collects all of a student's assignments with the focus on today. Click assignments to view details and scroll to see previous and future assignments.</p> <p>Use the Missing and Current Term buttons at the top to filter assignments.</p>	
Grades	<p>The Grades tool shows all of the grades earned by the selected student for all tasks (such as Trimester or Semester grades) and standards. Posted grades are displayed in bold, with In-Progress grades indicated as "In-progress." The student's Cumulative GPA also displays at the top of the Grades tab if enabled.</p> <p>Where the grey arrow displays for a task or standard, click the task to view the Categories that contribute to the grade. Expand categories to view all included assignments. Click assignments to view details.</p> <p>Grades that are part of a composite or rollup grading setup are indicated.</p>	

Grade Book Updates	<p>Grade Book Updates lists all of the assignments that have been scored or otherwise updated in the last 14 days.</p> <p>Click on the assignment or the course name to view details.</p>	
Attendance	<p>The Attendance tool lists the absences and tardies for attendance taking periods in the selected term. Navigate between terms using the options at the top.</p> <p>Click on a period to view details. On the detail view, absences and tardies are divided by type (excused, unexcused, exempt, or unknown), with all absences and tardies listed below.</p> <p>When attendance is recorded via present minutes, this attendance screen displays the total Present Time and Expected Time by section. Click on a section to view the Time In, Time Out, and Present Time recorded by date.</p> <p>The display of attendance has been localized for Kentucky.</p>	
Schedule	<p>The Schedule tool shows the student's schedule for each term, including any day rotations. Schedules are shown for all the whole year, all terms, and all of the student's enrollments.</p> <p>Each schedule includes the times of the periods during the day and the student's courses, with the teacher's name and room assigned. If a day rotation is in place, the day is indicated in the top right corner of the schedule. Click on the course name to view details.</p>	
Reports	<p>The Reports tool collects files relevant to the student including learning documents such as IEPs and PLPs, a PDF version of the student's schedule, report cards and transcripts, and program participation.</p> <p>Click on an entry to view the file in PDF.</p>	

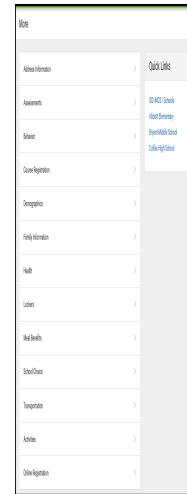
More

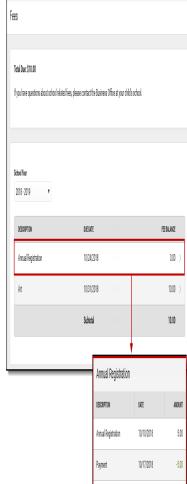
The More tab displays the following:

- **Address Information** for the student's household(s).
- **Assessments** that list the student's test scores for state, national and district tests.
- **Behavior** incident information that displays any behavior events in which the student was involved.
- **Demographics** information for the student and any non-household relationships.
- **Family Information**, including contact information for family members.
- **Health Information**, including recorded vaccinations, immunizations and screenings.
- A list of Learning Tools for students to browse learning materials.
- **Lockers** assigned to the student with locations and combinations.
- The **Meal Benefits** application
- **Transportation** information including buses and parking permits.
- **Activities** in which the student is involved (clubs, sports, etc.)
- If the district is using **Online Registration**, those tools display here.
- **Important Dates** such as holidays, late starts, and other school calendar events.
- **Course Registration**, where students (and parents) can request courses for the next school year. See the [Course Registration](#) article for more information.
- **School Choice**, where parents can apply for enrollment in schools within the district to meet their students' needs.

The Quick Links section displays the websites for the districts and schools in which the student is enrolled, if available.

Users may be able to update address information, demographic data and family information (this requires the district to turn on certain preferences). When these preferences are turned on, parents and guardians may submit updates for their household information.



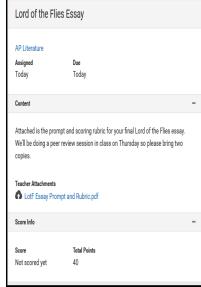
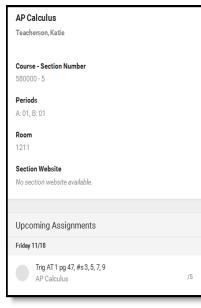
Notifications	<p>The Notifications dropdown list shows a simple list of notifications the student has received, such as graded assignments.</p> <p>Click the user menu at the top right of screen to establish Notification Settings.</p>																						
Academic Plan	<p>The Academic Plan displays the student's assigned Academic Program and the courses the student has planned to take in each school year. Students can add courses to their plan, and print their Course Plan and their Progress Report from here.</p> <p>See the Academic Plan (Campus Student) article for more information.</p> <p>It's recommended that the Academic Plan be viewed on a larger device, if possible.</p>																						
Fees	<p>The Fees tool provides a list of all fees assigned to a student. Fees can include things like a lab fee for a science course, a fee for a field trip or the cost of an athletic activity. Fees that are still owed, have been paid, or were made void appear in this list, followed by the ongoing balance for these fees. The School Years dropdown list allows you to view fees assigned to the student according to the school year in which they were assigned.</p> <p>Fees only display for students where the portal user (typically, the student's guardian/parent) is assigned Portal access by the school district.</p> <p>From here, users can click the Pay button and go to the Payments tool.</p>	 <table border="1" data-bbox="1192 1087 1379 1277"> <thead> <tr> <th>DESCRIPTION</th> <th>DATE</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>Final Registration</td> <td>10/23/10</td> <td>\$10</td> </tr> <tr> <td>Lab</td> <td>10/23/10</td> <td>\$10</td> </tr> <tr> <td>Final</td> <td></td> <td>\$10</td> </tr> </tbody> </table> <table border="1" data-bbox="1192 1277 1379 1362"> <thead> <tr> <th>DESCRIPTION</th> <th>DATE</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>Final Registration</td> <td>10/23/10</td> <td>\$10</td> </tr> <tr> <td>Paid</td> <td>10/23/10</td> <td>\$10</td> </tr> </tbody> </table>	DESCRIPTION	DATE	AMOUNT	Final Registration	10/23/10	\$10	Lab	10/23/10	\$10	Final		\$10	DESCRIPTION	DATE	AMOUNT	Final Registration	10/23/10	\$10	Paid	10/23/10	\$10
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Payments	<p>The Payments tool provides Portal users with the ability to pay fees/services or deposit food service money online using a major credit card, checking or savings account. This tool helps eliminate the need to send cash or checks with a student to school and provides parents a simple way to stay on top of school fees and services.</p>	
Food Service	<p>The Food Service tool allows parents and students access to the following food service information:</p> <ul style="list-style-type: none"> • Current account balances • Transactions (food item purchases, account deposits of cash, check and credit card, when enabled) • Account history (historical transaction records) • Account adjustments (debits/credits) <div data-bbox="376 1009 1144 1284" style="border: 1px solid orange; padding: 10px;"> <p>The link to the Food Service tool does not display for everyone. Specific school operations and settings determine whether this link displays. Similarly, the Payments link, which allows you to electronically deposit funds into food service accounts, is only available if that feature is used by the school.</p> </div>	
Responsive Scheduling	<p>The Responsive Scheduling tool lets users view which sessions their student has selected to attend for an upcoming responsive day. Available offerings are listed for each available responsive period.</p> <p>See the Responsive Scheduling article for more information.</p>	

Links in Campus Parent

In various areas of Campus Parent, clicking links opens details for items such as assignments and courses.

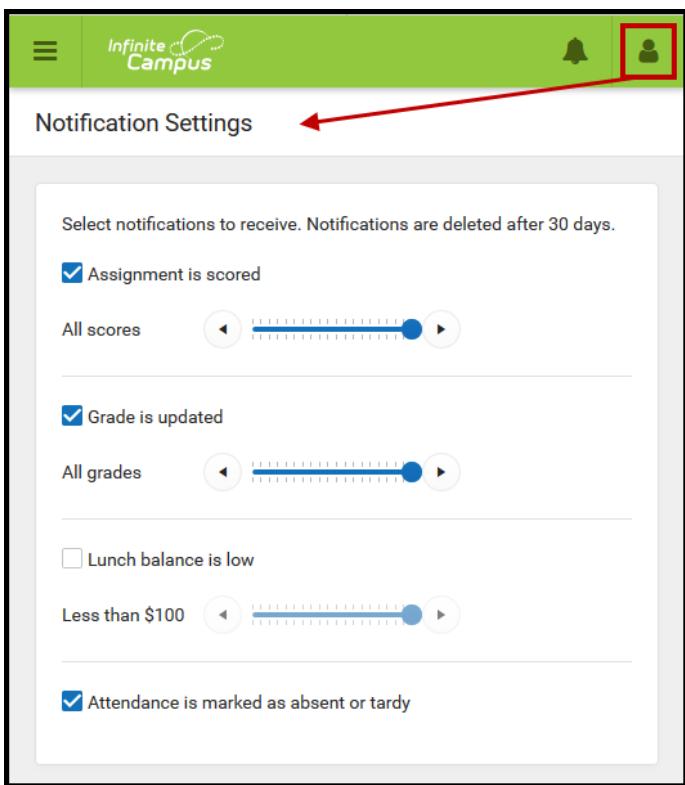
Available Link	Description	Example Image

Assignment	<p>Click on an assignment to view details, such as dates, scoring information, and the description. Files attached by teachers also display on this screen, as applicable.</p> <p>Parents are able to view submissions and Quick Assessments made by their students once the students have turned them in. However, viewing those submissions may be limited by parents' access to third-party programs enabled by the school, such as Google Drive or Naiku.</p>	
Course Name	<p>Click on a course name to view the Course/Section number, Period, Room, section Website, and any upcoming assignments.</p>	
Counselor Email	<p>From the Course detail, click the counselor's email to discuss schedule changes (a preformatted email form displays), or discuss other topics with your student's counselor.</p>	

Notification Settings

Notification settings allow users to opt out of receiving specific kinds of notifications and establish thresholds for those they want to receive. Set thresholds to only receive notifications when a grade or score falls below the selected percentage or a lunch balance falls below the selected dollar amount. Click the arrows to change the threshold or click and drag the dot.

Notifications are not sent for any tools that have been disabled by the district. Only districts using Campus Food Service receive low balance notifications.

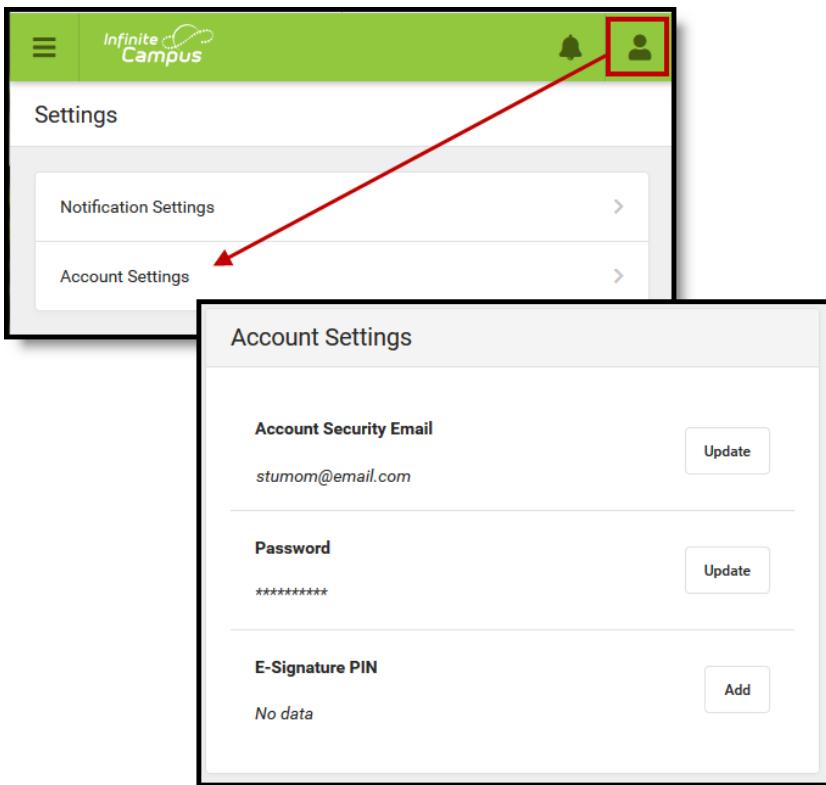


Enable notifications and set thresholds to determine when notifications are sent.

Account Settings

Account settings allow users to update their security email on record or to change their Password and E-Signature PIN.

- The Account Security Email is the email used if a user forgets their username or password.
- Passwords can only be modified if the district has enabled Password Reset. Strong passwords are enforced, meaning that passwords should have a mix of letters, number, and characters to make them more secure.
- E-Signature PINs are used to electronically verify and sign Meal Benefit Applications. This field is only available if enabled by the district.



Access **Account Settings** to update basic account information.

Contact Preferences

Manage your contact preference by selecting the desired language and when you receive message, and how you receive that message (phone call, email, or text message). If your school has turned on certain options, you may be able to modify your phone numbers and email addresses.

From the **User Menu**, select **Settings**, then select **Contact Preference**. Review existing contact information (phone numbers and email addresses), enter any updates, and mark your desired Messenger Preferences. When phone and email changes are made, an email notification acknowledging the change is sent to the individual, alerting them to changes they may not have made.

The screenshot shows the Infinite Campus Parent Portal interface. At the top, there's a green header bar with the 'Infinite Campus' logo, a notification bell icon with a '1' indicating one unread message, and a user profile icon. Below the header, the main menu is titled 'Settings' and includes options like 'Account Settings', 'Contact Preferences', 'Current Devices', and 'Notification Settings'. A large modal window is open over the menu, titled 'Contact Preferences'. This modal contains fields for 'Cell Phone' (with placeholder '(555)555-1234x_____'), 'Work Phone' (placeholder '(__) - __x_____), 'Other Phone' (placeholder '(__) - __x_____), and 'Email Address' (placeholder 'CampusParent@fakemail.com'). It also has a 'Secondary Email Address' field with 'user@example.com' and a 'Preferred Language' dropdown set to 'US English'. Below these, under 'Message Preferences', there are two tabs: 'Phone' (selected) and 'Email'. Under 'Phone', there are two sections: 'BACH (SMITH) HOUSEHOLD HOUSEHOLD PHONE' (number '(555)555-9876') and 'CELL PHONE' (number '(555)555-1234'). Each section has a table with rows for 'Priority', 'Attendance', 'General', 'Teacher', 'Behavior Messenger', 'Emergency', and 'Food Service'. Under 'BACH (SMITH) HOUSEHOLD', the 'Priority' row has checked boxes for 'VOICE' and 'TEXT (SMS)'. Under 'CELL PHONE', all rows have checked boxes for both 'VOICE' and 'TEXT (SMS)'.

	VOICE	TEXT (SMS)
Priority	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Attendance	<input checked="" type="checkbox"/>	<input type="checkbox"/>
General	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Teacher	<input type="checkbox"/>	<input type="checkbox"/>
Behavior Messenger	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Emergency	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Food Service	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	VOICE	TEXT (SMS)
Priority	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Attendance	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
General	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Teacher	<input type="checkbox"/>	<input type="checkbox"/>
Behavior Messenger	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Emergency	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Food Service	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Contact Preferences

Access Log

The Access Log lists the date, time, operating system, browser, and IP address of each time this account has been accessed. Failed attempts are indicated.

A screenshot of the Infinite Campus Settings page. On the left, a sidebar lists 'Notification Settings', 'Account Settings', 'Contact Preferences', 'Current Devices', and 'Access Log'. The 'Access Log' item is highlighted with a black box. To the right, a larger window titled 'Access Log' displays a table of login history. The table has two columns: 'DATE' and 'DETAIL'. The data is as follows:

DATE	DETAIL
01/03/2019 11:32AM	Windows 7 Mozilla 5.0 IP: 10.35.54.260
01/02/2019 4:19PM	Windows 7 Firefox 64.0 IP: 10.35.54.261
12/03/2018 2:49PM	Windows 7 Chrome 70.0.3538.110 IP: 10.35.129.263

Use the Access Log to see information for each login.