

Making Waves Academy PowerSchool Public Portal

Training Presentation

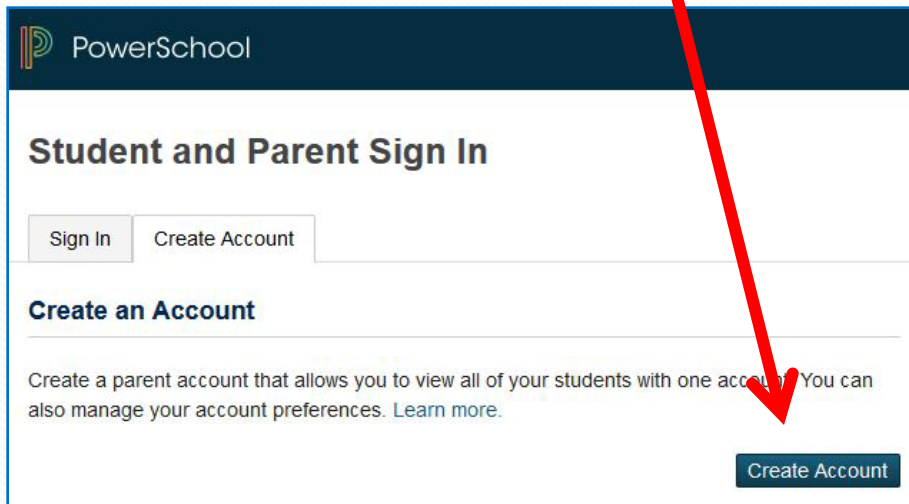
Creating an Account

*Note: You **MUST** use a browser to create your account; you cannot create an account using the mobile App*

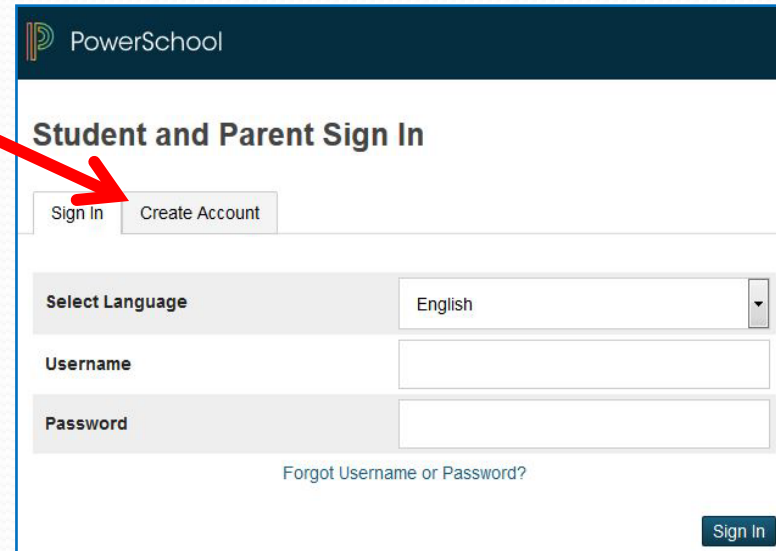
Please go to:
mwacademy.powerschool.com

Getting Started

1. Click on the tab labeled **Create Account**
2. Click on the blue **Create Account** button



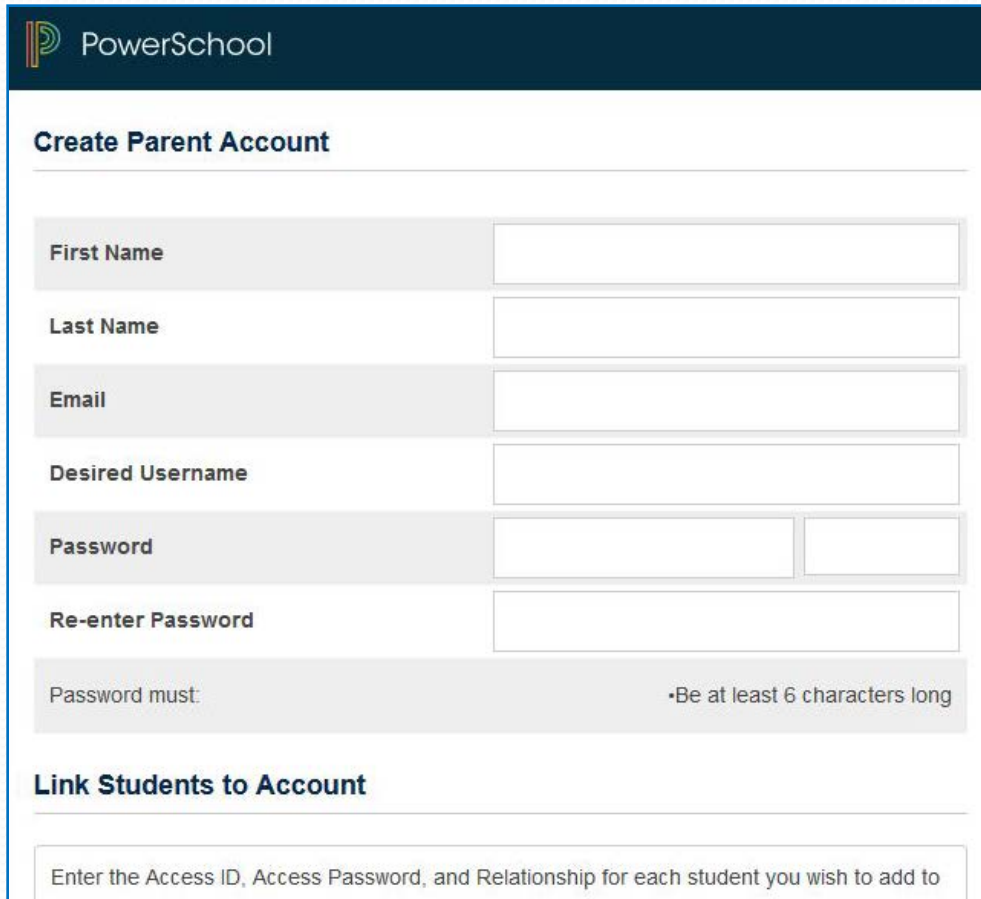
The screenshot shows the PowerSchool login page. At the top is the PowerSchool logo. Below it is the heading "Student and Parent Sign In". There are two tabs: "Sign In" and "Create Account". The "Create Account" tab is selected. Below the tabs is a section titled "Create an Account" with a description: "Create a parent account that allows you to view all of your students with one account. You can also manage your account preferences. [Learn more.](#)". At the bottom right of this section is a blue button labeled "Create Account". A red arrow points from the "Create Account" button in the second step of the list to this button.



The screenshot shows the PowerSchool login page. At the top is the PowerSchool logo. Below it is the heading "Student and Parent Sign In". There are two tabs: "Sign In" and "Create Account". The "Create Account" tab is selected. Below the tabs is a section titled "Create an Account" with a description: "Create a parent account that allows you to view all of your students with one account. You can also manage your account preferences. [Learn more.](#)". At the bottom right of this section is a blue button labeled "Create Account". A red arrow points from the "Create Account" tab in the first step of the list to this tab.

Creating an Account

1. Complete all fields with **your** information (not your child's) under the section labeled **Create Parent Account**



The screenshot shows the PowerSchool 'Create Parent Account' form. It features a dark blue header with the PowerSchool logo and name. Below the header, the section is titled 'Create Parent Account'. The form contains several input fields: 'First Name', 'Last Name', 'Email', 'Desired Username', 'Password' (with a strength indicator), and 'Re-enter Password'. A 'Password must:' section lists requirements: 'Be at least 6 characters long'. Below the form fields, there is a section titled 'Link Students to Account' with a text box for entering student information.

PowerSchool

Create Parent Account

First Name

Last Name

Email

Desired Username

Password

Re-enter Password

Password must: •Be at least 6 characters long


Link Students to Account

Enter the Access ID, Access Password, and Relationship for each student you wish to add to

Note: Write down your username and password

Creating an Account - Linking

2. Under the section labeled **Link Students to Account**, enter your **student's name**, the **Access ID** and **Access Password** found on your Public Portal Instructions Letter and choose a **Relationship**



Making Waves Academy
4123 Lakeside Drive, Richmond, CA 94806
Phone: 510-262-1511

January 30, 2018

To the Parent/Guardian of test aa:

Making Waves Academy is pleased to provide you with access to current grades and attendance for all students in 12 via the Internet. Both you and test will have access to this information through our new PowerSchool Portal. If you have a new PowerSchool Portal account, you will need to follow these steps:

1. Open an Internet browser (such as Mozilla Firefox) on your computer.
2. Type <https://mwacademy.powerschool.com/public> into the address bar.
3. Click the "Create Account" button at the bottom of the page. Complete the fields on the top half of the page.
4. To link a student to your account, enter the student's name, Access ID, and Access Password into the appropriate fields.

The Access ID for test is..... **p@ccessidexample**

The Password for test is..... **p@ccesspswdexample**

5. Select your relationship to the student from the drop-down menu.
6. If you have other students in Making Waves Academy, you should be receiving an additional letter(s) with their passwords. To link these additional students to your account, add their names, Access IDs, and Passwords to the list below.

Link Students to Account

Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account

1	Student Name	<input type="text"/>
	Access ID	<input type="text"/>
	Access Password	<input type="text"/>
	Relationship	-- Choose
2	Student Name	<input type="text"/>
	Access ID	<input type="text"/>
	Access Password	<input type="text"/>
	Relationship	-- Choose
3	Student Name	<input type="text"/>

Creating an Account - Linking

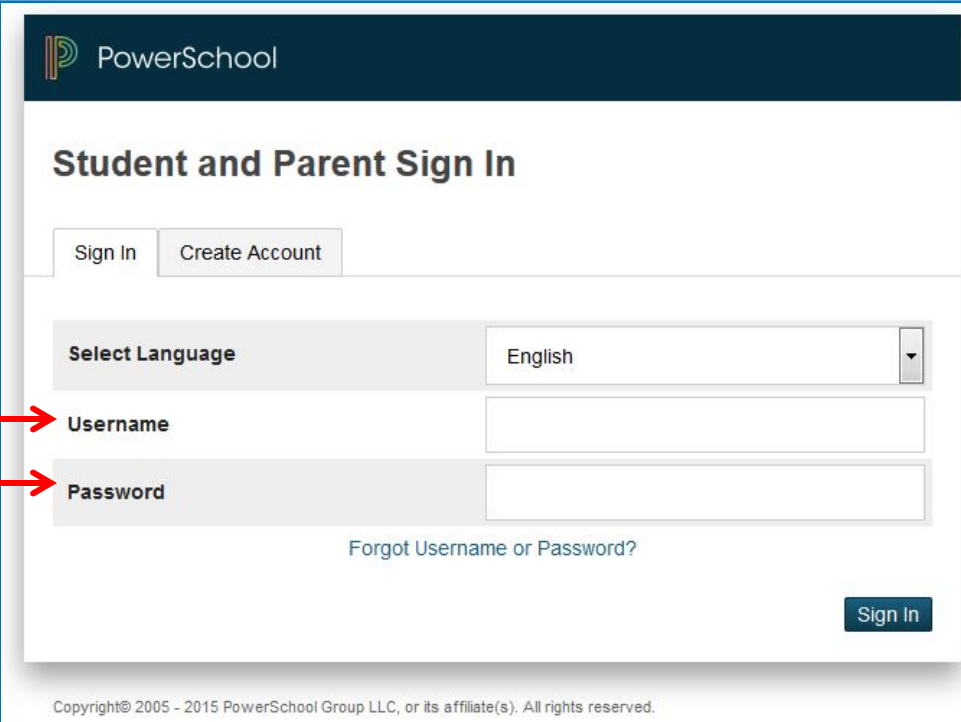
3. If you have more than one student at MWA, repeat Step 2 for all your students
4. Click on the blue **Enter** button at the bottom of the screen

This screenshot shows the first three student entry sections of the account linking form, labeled 3, 4, and 5. Each section contains the following fields: Student Name, Access ID, Access Password, and Relationship (a dropdown menu with "-- Choose" selected). The form is designed for multiple entries, allowing the user to add more than one student.

This screenshot shows the final two student entry sections, labeled 6 and 7, which have the same field structure as the previous ones. A red arrow points from the bottom right of the form to a blue button labeled "Enter", indicating the next step in the process.

Signing In

- Once your account has been created, you will be re-directed to the login screen
 - Enter the **username** and **password** you selected when creating your account



The image shows a screenshot of the PowerSchool login interface. At the top is a dark blue header with the PowerSchool logo and name. Below this is a white section titled "Student and Parent Sign In". Inside this section, there are two tabs: "Sign In" (which is active) and "Create Account". Below the tabs, there is a "Select Language" dropdown menu currently set to "English". Below the language menu are two input fields: "Username" and "Password". Two red arrows point to these fields from the left. Below the password field is a link that says "Forgot Username or Password?". At the bottom right of the form is a dark blue "Sign In" button. At the very bottom of the page, there is a small copyright notice: "Copyright© 2005 - 2015 PowerSchool Group LLC, or its affiliate(s). All rights reserved."

PowerSchool

Student and Parent Sign In

Sign In Create Account

Select Language English

Username

Password

[Forgot Username or Password?](#)

Sign In

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Grades and Attendance

- Once logged in, you should be on the **Grades and Attendance** screen

PowerSchool

Help | Sign Out

Navigation

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- Account Preferences
- Access Logs
- My Schedule
- School Information
- Test Scores

Grades and Attendance Standards Grades


Grades and Attendance:


[Click Here to see a list of all your students past assignments for this term.](#)


Exp	Last Week					This Week					Course	Q1	Q2	Q3	Q4	S1	S2	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F									
P1(M,W,F-PHT)			UT		UT	UT					English Language Arts 7 Harper-Cotton, Kassandre - Rm: 216	C 78	B 81					1	17
P2(M,W) P3(PHT) P4(F)											Science 7 Pitchers, Laurie - Rm: 224	C 72	F 55					0	0
P3(M,W) P5(F) P7(PHT)											History 7: Medieval Times Charlillo, Cheryl - Rm: 205	B 85	C 77					0	0
P4(M,W)											English Language Development Charlillo, Cheryl - Rm: 205	P 86	P 76					0	0
AS(M-Th)											Academic Support Harper-Cotton, Kassandre - Rm: 216							0	0
P1(T,Th) P2(F) P4(PHT)				UT						UT	Math 7 Delaplaine, Emily C - Rm: 206	F 61	C 78					0	4


Class Score Detail


- Upon clicking on a letter grade in the **Grades and Attendance** screen, you will be directed to the **Class Score Detail** screen


 Grades and Attendance


 Grade History


 Attendance History


 Email Notification


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 Test Scores

District Code
TJWN

 Download on the
App Store

 GET IT ON
Google play

Class Score Detail:

Course	Teacher	Expression	Final Grade ¹
English Language Arts 7		P1(M,W,F-PHT)	C 78%

Teacher Comments:

Section Description:

Grade stored on 10/28/2015


1 - This final grade may include assignments that are not yet published by the teacher. It may also be a result of special weighting used by the teacher.

Assignment Scores

Due Date	Category	Assignment	Codes	Score	%	Grd
08/26/2015	PROJ	Summer 2015 Reading Projects		0/100	0	F
08/26/2015	Embedded Assess	Syllabus Confirmation Sheet	▲ ■ ■	0/10	0	F
08/26/2015	Embedded Assess	Spiral Notebook for Interactive Notebook (IAN)	✓	--/5		
08/26/2015	Exit, IAN,Org	Exit Ticket_321	✓	--/10		
08/26/2015	Classwork and H	Student Reading Survey		20/25	80	B
09/04/2015	Quizzes and Ben	Syllabus Quiz_Do You Know Your Syllabus?		32/50	64	F
09/08/2015	Quizzes and Ben	Brain Quiz_Multiple Choice		11/12	91.67	A
09/08/2015	Quizzes and Ben	Brain Quiz_Short Answer		5.5/8	68.75	F
09/08/2015	Classwork and H	Analyzing a Quote_Malcolm X		22.5/25	90	A
09/11/2015	Exit, IAN,Org	IAN pg. 5_When I Learned to Read	✓	--/10		

Attendance History

- Click on Attendance History



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Meeting Attendance History:




Course	Expression	10/26-10/30					11/2-11/6					11/9-11/13					11/16-11/20					11/23-11/27					11/30-12/4				
		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
English Language Arts 7 Harper-Cotton, Kassandre 216 E: 08/26/2015 L: 06/16/2016	P1(M,W,F-PHT)	.	.	.	UT	UT	.	UT	.	UT	UT	UT	.	UT	.	.	UT	.	UT	UT	.	.	.
Science 7 Pitchers, Laurie 224 E: 08/26/2015 L: 06/16/2016	P2(M,W) P3(PHT) P4(F)
History 7: Medieval Times Charlillo, Cheryl 205 E: 08/26/2015 L: 06/16/2016	P3(M,W) P5(F) P7(PHT)
English Language Development Charlillo, Cheryl 205 E: 09/09/2015 L: 06/16/2016	P4(M,W)
Academic Support Harper-Cotton, Kassandre 216 E: 08/26/2015 L: 06/16/2016	AS(M-Th)
Math 7 Delaplaine, Emily C 206 E: 08/27/2015 L: 06/16/2016	P1(T,Th) P2(F) P4(PHT)	UT
Health and Wellness 7	P2(T,Th) P3(F) P6(PHT)

District Code


Teacher Comments


 PowerSchool


Help | Sign Out


  


Navigation


 Grades and Attendance


 Grade History


 Attendance History


 Email Notification


 Teacher Comments

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Teacher Comments:


Reporting Term Q2  Drop down menu

Exp.	Course #	Course	Teacher	Comment
P1(M,W,F-PHT)	00207	English Language Arts 7	Harper-Cotton, Kassandre	
P2(M,W) P3(PHT) P4(F)	00607	Science 7	Pitchers, Laurie	
P3(M,W) P5(F) P7(PHT)	00707	History 7: Medieval Times	Charlillo, Cheryl	
P4(M,W)	2110	English Language Development	Charlillo, Cheryl	
AS(M-Th)	0000010	Academic Support	Harper-Cotton, Kassandre	
P1(T,Th) P2(F) P4(PHT)	00507	Math 7	Delaplaine, Emily C	
P2(T,Th) P3(F) P6(PHT)	1777	Health and Wellness 7	Beltran, Lazaro	
P2(PHT) P3(T,Th)	0000012	Music Encore	Gordon, Nicholas	
P4(T,Th)	3020	RSP	Strickling, Tori	
P6(F)	009056	Community Building/Assembly	Harper-Cotton, Kassandre	
HR(F-PHT)	6004	Homeroom 7	Harper-Cotton, Kassandre	

Show dropped classes also

* Additional teacher comments may be found on the 'Grades and Attendance' and 'Grades History' pages. Find comments there by clicking on the reporting term score for the appropriate class.

Email Notifications



PowerSchool

Navigation

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Email Notifications:

What Information Would You Like to Receive?

☐ Summary of Current Grades and Attendance.

☐ Detail Report Showing Assignment Scores for Each Class.

☐ Detail Report of Attendance.

How Often? Never 

Email Address cvelarde@mwacademy.org

Additional Email Addresses
(separate multiple email addresses with commas)

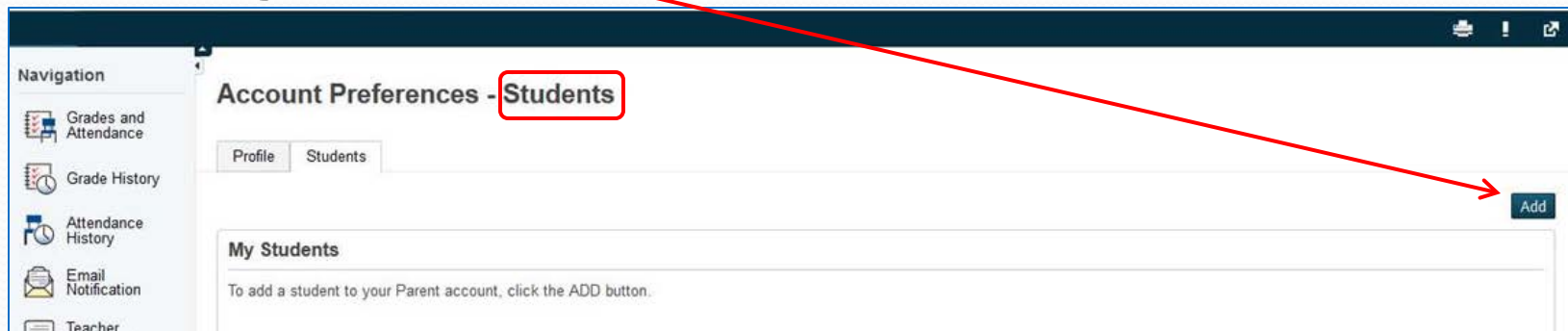
☐ Apply These Settings to All Your Students?

☐ Send Now For Manual?

Submit

Account Preferences-Students

- If you already have an account and just need to add students to it, click on **Account Preferences**, then on the **Students** tab and finally, on **Add**



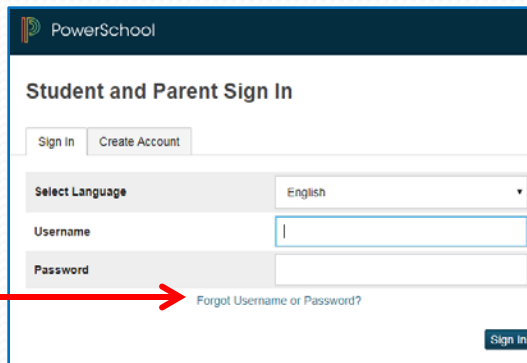
- In the window that pops up, enter the **student's name**, **Access ID** and **Access Password** and select a **Relationship**. Click on **Submit**

A screenshot of a modal dialog box titled 'Add Student'. It has a close button (X) in the top right corner. The dialog contains four input fields: 'Student Name', 'Access ID', 'Access Password', and 'Relationship'. The 'Relationship' field is a dropdown menu currently showing '-- Choose'. At the bottom left is a help icon (?), and at the bottom right are 'Cancel' and 'Submit' buttons.

Resetting Your Password

How do I reset my password or obtain my username?

- To reset your password or obtain your username go to the login page at <http://mwacademy.powerschool.com>
 - Click on the link below the sign in fields that states **Having trouble signing in?**
 - Follow the instructions to reset your password or obtain your username via email



PowerSchool

Student and Parent Sign In

[Sign In](#) [Create Account](#)

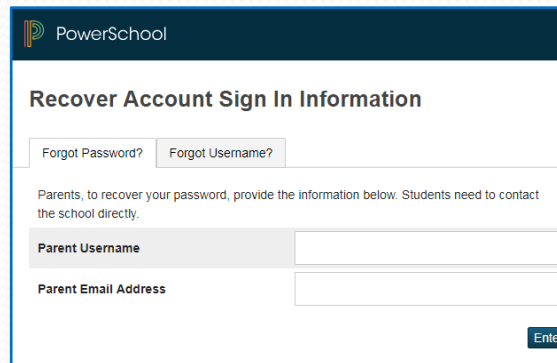
Select Language: English

Username:

Password:

[Forgot Username or Password?](#)

[Sign In](#)



PowerSchool

Recover Account Sign In Information

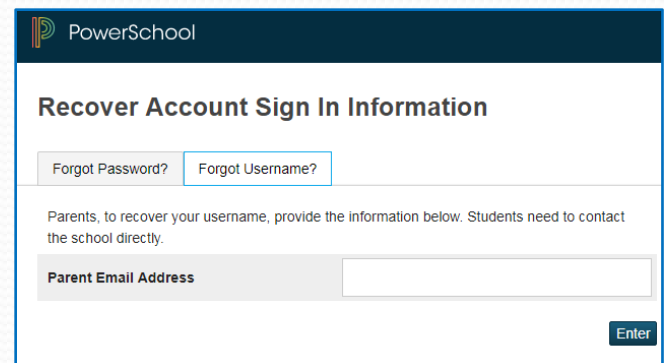
[Forgot Password?](#) [Forgot Username?](#)

Parents, to recover your password, provide the information below. Students need to contact the school directly.

Parent Username:

Parent Email Address:

[Enter](#)



PowerSchool

Recover Account Sign In Information

[Forgot Password?](#) [Forgot Username?](#)

Parents, to recover your username, provide the information below. Students need to contact the school directly.

Parent Email Address:

[Enter](#)

Policies

- Parent's usernames and passwords should not be shared with students (students have a separate student account)
- If you would like another parent or family member to have access to your student's data, simply share your student's Access ID and Access Password with that parent/family member. There is no limit to the number of accounts that can be tied to a student.