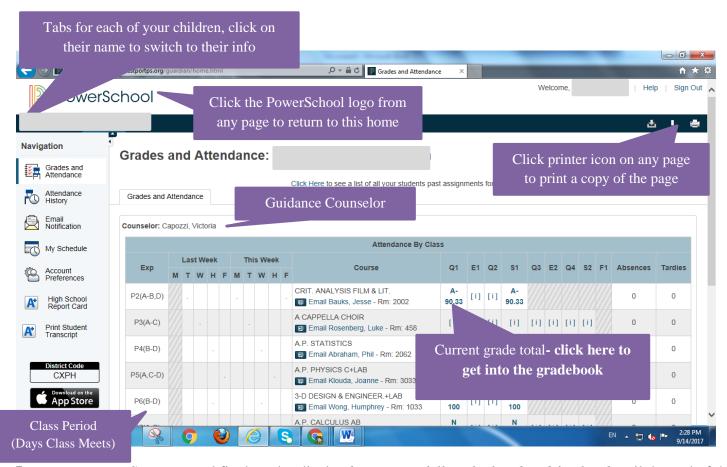# How to Navigate the PowerSchool Public Portal as a Parent

Go http://www.westportps.org or any school homepage and click on the **PS Home Access** link at the top. Choose to sign-in as a parent and enter your WPS username and password. (The same username and password you use for Schoology. If you are already logged into Schoology, you will not have to login again.)



Only certain parts of the portal are turned on at this time. *The mobile app and the portal will show different thing*s. For example, you can only get your report cards in the portal. The app is available "as is" at this time.
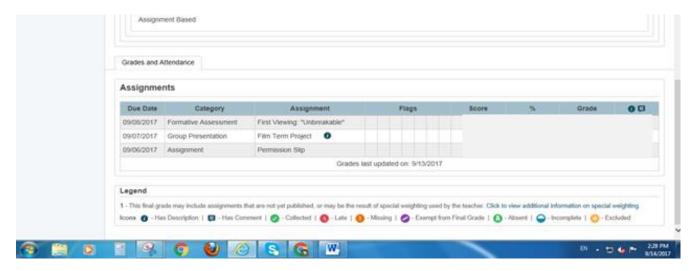
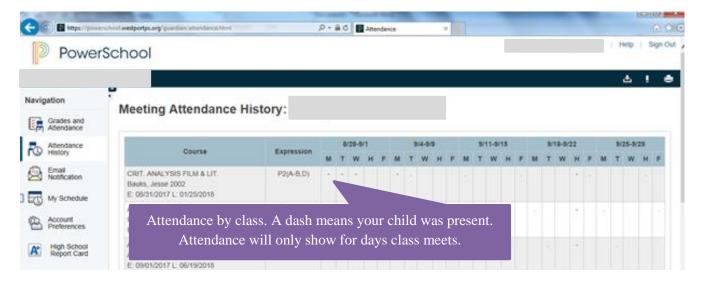On the **Grades and Attendance** page you will find:



**Important note:** Semester and final grades display *but are not fully calculated and finalized* until the end of the term and posted to the report card.

To see individual assignments by class, click on the [i] or posted grade for a specific class.
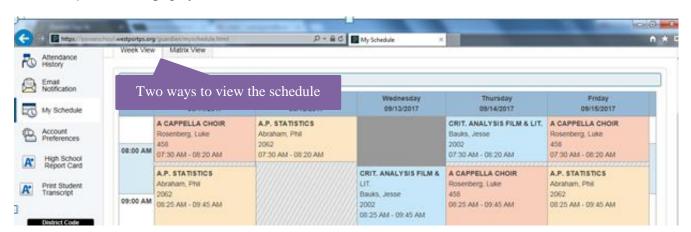
Once on the **Class Score Detail** page, *scroll to the bottom* to see the assignments and any posted grades.
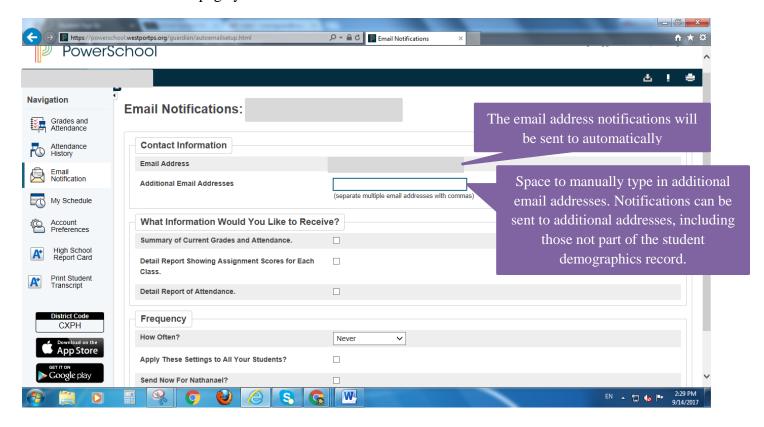


On the **Attendance History** page you will find:



Attendance by class. A dash means your child was present. Attendance will only show for days class meets.

On the **My Schedule** page you will find:



Two ways to view the schedule

On the **Email Notification** page you will find:



The email address notifications will be sent to automatically

Space to manually type in additional email addresses. Notifications can be sent to additional addresses, including those not part of the student demographics record.

On the **Account Preferences** page you will find:



A link to the password management page