



schooltool.

# SchoolTool Parent Access Guide

## Accessing SchoolTool

## Parent Portal

In order to use the Parent Portal, you will need to have an account set up for you. Please click here to email the Technology Office: [sftechhelp@senecafallscsd.org](mailto:sftechhelp@senecafallscsd.org) to have this account created. You will receive an email from SchoolTool with your password. Your email address is your user name. If you already have an account but need a password reset, please email the Technology Office.

The SchoolTool Parent Portal is accessed through the school website: [www.senecafallscsd.org](http://www.senecafallscsd.org). Click on the SchoolTool link in the top right corner to log in. You may also use the SchoolTool link: <https://st.edutech.org/sf/>.



## Seneca Falls Central School District

Educating the Whole Child

Contact Us

Schooltool

Quick Links ▾

After logging in, click the small triangle next to your child's name.

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HOME LOGOUT  
2013-2014

MY HOME

Students Campus Account

Welcome, Nicole Simmons, today is Friday, October 04, 2013  
Cycle day B in Mindex HS - High School

Contacts

▶	George Simmons	Son
	<a href="#">24 Twisted Pine Court</a>	Home: (555) 427-1714
	<a href="#">Rochester, NY 90210</a>	
▶	Charles Simmons	Son
	<a href="#">24 Twisted Pine Court</a>	Home: (555) 427-1714
	<a href="#">Rochester, NY 90210</a>	

Click on the "GRADES" Tab

The screenshot shows a student profile for Charles Simmons. The 'PERSONAL INFORMATION' section includes a photo, name, first name (Charles), middle name (C), last name (Simmons), gender (Male), DOB (3/23/1999), and 1st Language (English). The 'Address' section shows 'Unknown'. The 'Grade' is 9, and the 'Homeroom' is 122. The 'HR Teacher' is Garcia, Joseph, and the 'Counselor' is Wood, Alice. The 'Type' is 'Regular School year Enrollment' and the 'Building' is 'Mindex HS/High School'. The ID number is 4374. Below this is a navigation bar with tabs: Contacts, Schedule, Attendance, Discipline, Grades (selected), Assessments, Assignments, and Letters. The 'STUDENT' section is active, showing a 'Contacts' list with Nicole Simmons (Mother), Michael Martin (Emergency Contact), Thomas Roe (Emergency Contact), and Daniel Spacely (Step Father). A 'Siblings' section lists George Simmons.

Click on the arrow for the "VIEW" drop down menu.

This close-up shows the 'STUDENT' header and the 'VIEW' dropdown menu. The 'VIEW' menu is open, showing options: 'Marking Period Grades' (selected), 'Progress Report Grades', and 'Assessment Grades'. The 'School Year' is set to '2017-2018' and the 'for' dropdown is set to 'Qtr 1'. The navigation bar above shows the 'GRADES' tab is selected.

Marking Period Grades = End of the quarter grades

Progress Report Grades = 5, 15, 25, 35 week reports

Marking Period Average = current grade for each course

Assessment Grades = Regents, Midterm, and Final exam grades

Final Grades = end of the year cumulative average for each class Select "PROGRESS REPORT GRADES" from the drop down menu.

[Contacts](#)
[Schedule](#)
[Attendance](#)
[Discipline](#)
[Grades](#)
[Assessments](#)
[Assignments](#)
[Letters](#)

**STUDENT**

School Year 2017-2018 ▾ View Progress Report Grades ▾ for Qtr 1: 5 Week Progress ▾

Course	Teacher	MP	Days	Period	Section	Grade	Comments
BAND 6	Mr. Waite	Q1,Q2,Q3,Q4	A	9	1		
CHORUS 6	Mr. Nieboer	Q1,Q2,Q3,Q4	B	3	2		
ENGLISH 6	✉ Ms. Reed	Q1,Q2,Q3,Q4	A,B	8	5		
ENGLISH 6 LAB	✉ Ms. Reed ✉ Ms. Brown ✉ Ms. Jensen	Q1,Q2,Q3,Q4	A,B	10	5		
MATH 6	✉ Mr. Hansen Mr. Redington	Q1,Q2,Q3,Q4	A,B	5	2		
MATH 6 LAB	✉ Mr. Hansen Mr. Redington	Q1,Q2,Q3,Q4	A,B	6	2		
PE 6	✉ Mr. Gibson	Q1,Q2,Q3,Q4	B	9	5		
SCIENCE 6	✉ Ms. Q-Reed ✉ Ms. Jensen	Q1,Q2,Q3,Q4	A,B	1	1		
SOC ST 6	✉ Mr. Fingar Ms. Willson	Q1,Q2,Q3,Q4	A,B	2	2		
SPANISH 6	✉ Ms. Prine	Q1	A,B	4	1		
WORK PERIOD	✉ Ms. Prine	Q1,Q2,Q3,Q4	A	3	7		

The first five weeks report will show up. For the 15 week, 25 week, and 35 week progress reports, select the “FOR” drop down and click on the desired progress report.

[Contacts](#)
[Schedule](#)
[Attendance](#)
[Discipline](#)
[Grades](#)
[Assessments](#)
[Assignments](#)
[Letters](#)

**STUDENT**

School Year 2017-2018 ▾ View Progress Report Grades ▾ for Qtr 1: 5 Week Progress ▾

## Downloading the Mobile App

The SchoolTool mobile app is available in the following locations:

From the App Store (for Apple devices):



From the Play Store (for Android):



## Using the App (You must first set up your account on the SchoolTool website prior to using this App)

**Note:** The following images were taken using an Android device. While screens may vary slightly on iPhone and iPod Touch devices, basic functionality is the same across both platforms.

**Logging In** - After installing and opening the SchoolTool mobile app, first time users will be prompted to enter SchoolTool credentials.



The following fields are required:

- URL: <https://st.edutech.org/sf/>
- Username: This is your email address that you provided to the district
- Password: This is the same password used to log into SchoolTool on the internet.  
Passwords cannot be changed from within the app

If you wish to save your credentials and remain logged in, check the "Stay logged in" option. If you do not check this option, you will need to enter your credentials each time you open the app.

**Note:** Account credentials are maintained in SchoolTool and cannot be changed from within the app. If your password changes or expires, you will be logged out and will need to re-enter credentials.

**Menu** - You can access the navigation menu at any time by swiping the screen horizontally from the edge of the screen, moving from left to right. This menu allows you to quickly navigate to any student screen.



For further questions, please email the SFCSD Instructional Technology Office:  
[sftechhelp@senecafallscsd.org](mailto:sftechhelp@senecafallscsd.org)