

### **How do I find my child's grades?**

Once logged into Blackbaud, parents can view up to date grades and teacher comments. If a parent has multiple children attending Porter-Gaud, select each child in the left-hand corner to access this information.

### **Want to know more details about your child's grades?**

Begin by select "grade detail" and the details of each assignment will appear, such as assignment requirements or grading rubrics. Here you can also see if a teacher has posted a comment regarding your child's assignment. Additionally, grade detail also has more information regarding the categories of the assignments.

### **Want to know more details about your child's classes?**

By selecting each class under "courses," parents can access detailed information on each course.

### **How do I know if my child has any missing assignments?**

By clicking on "Assignments," parents can see their child's upcoming and current assignments. If a student is missing any assignments, there will be a red "missing assignments" box under the date.

### **How do I know what is happening at the school and see current events?**

By going to the Divisional Landing pages. <https://www.portergaud.edu/parents>

### **What do I do if I am having trouble accessing Blackbaud?**

Contact the IT help desk, [helpdesk@portergaud.edu](mailto:helpdesk@portergaud.edu).

### **What do I do if I am not receiving school emails?**

Contact the IT help desk, [helpdesk@portergaud.edu](mailto:helpdesk@portergaud.edu).