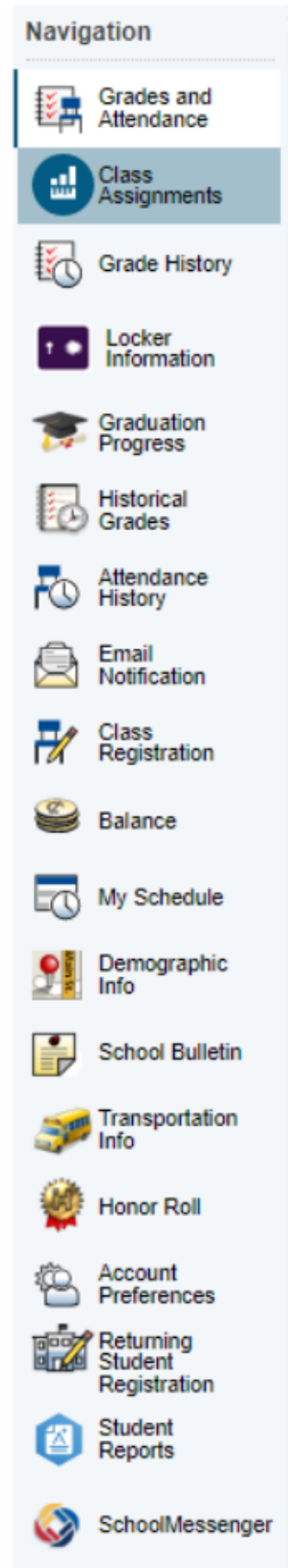


# Staples HS PowerSchool Student/Parent Portal Reference Sheet

**Navigation Menu** - This serves as the central point for you to navigate the different pages within the PowerSchool Student/Parent Portal.

- **Grades and Attendance:** Click to view student grades and attendance for current term. (More information below)
- **Class Assignments:** Click to view the student's assignments from all classes in the current year.
- **Grade History:** Click to view grades grouped by year and then by term.
- **Locker Information:** Click to view locker # and combination.
- **Historical Grades:** Click to view student's grades for previous school years and terms.
- **Attendance History:** Click to view attendance for the current term.
- **Email Notification:** Click to show the email notifications you receive at a frequency of your choosing. (More information below)
- **\*Class Registration\*:** Click to access where the student will register for next year's courses.
- **Balance:** Click to view the student's current outstanding fee's balance.
- **My Schedule:** Click to show the student's schedule for current week and term.
- **Demographic Info:** Click to view the student's demographic information (i.e. DoB, Name, Locker information).
- **School Bulletin:** Click to view a bulletin message from the school.
- **Transportation Info:** Click to view the student's Transportation information.
- **Honor Roll:** Click to view the student's Honor Roll History
- **\*Course Recommendations\*:** Click to view course recommendations given by your teachers.
- **\*Next Year Schedule\*:** Click to view your next year's schedule.
- **Account Preferences:** Click to see information about updating your password and contacting the Parent Help Desk.
- **Returning Student Registration:** Click to fill out the Returning Student Registration form.
- **Student Reports:** Click to view the different student reports you are allowed to run.

\* Only accessible during specific time frames during the school year.



# Staples HS PowerSchool Student/Parent Portal Reference Sheet

**Email Notification** - The Email Notification page provides you with the ability to choose how often you wish to receive emails, the type(s) of information included in these emails, and to add additional email accounts to receive these emails.

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

The choices you have for how often you will receive emails are: **Never, Weekly, Every Two Weeks, Monthly, and Daily.**

Frequency

How Often?

Apply These Settings to All Your Students?

Send Now For

**Viewing Grades and Attendance** - The Grades and Attendance page displays comprehensive information about a student's grades and attendance for the current term, cumulative GPAs, and a legend explaining the meaning of each attendance code.

Please refer to the text on the graphic below for more information about what you have access to on this page.

## Grades and Attendance

Grades and Attendance

Counselor: [REDACTED]

To send an email to a teacher, click on the name of the teacher.

To view absences or tardies, click on the number in the column. This will bring you to the Dates of Attendance page where all absences and tardies are displayed.

Exp	Attendance By Class																				Absences	Tardies		
	Last Week					This Week					Course	Q1	Q2	E1	S1	Q3	Q4	E2	S2	F1				
	M	T	W	H	F	M	T	W	H	F														
P1(A,C-D)				AE							EAST ASIAN STUDIES [Email] [REDACTED] - Rm: 2064	[REDACTED]	[REDACTED]	[i]	[REDACTED]								4	0
P1(A,C-D)											JR. HEALTH [Email] [REDACTED] - Rm: 186					[i]						0	0	
P1(A,C-D)											JR. MIND & PHYSICAL PERF. [Email] [REDACTED] - Rm: 163-1						[i]					0	0	
P3(A-C)				AE							BRITISH LITERATURE [Email] [REDACTED] - Rm: 2032	[REDACTED]	[REDACTED]	[i]	[REDACTED]								3	1
P3(A-C)											GOTHIC & HORROR LIT. [Email] [REDACTED] - Rm: 2005					[i]	[i]	[i]	[i]			0	0	
P4(B-D)				AE							AP CALCULUS AB [Email] [REDACTED] - Rm: 3066	[REDACTED]	[REDACTED]	[i]	[REDACTED]	[i]	[i]	[i]	[i]		[REDACTED]	3	0	
P5(A,C-D)				AE							GRAPHIC DESIGN [Email] [REDACTED] - Rm: 1003	[REDACTED]	[REDACTED]	[i]	[REDACTED]							9	3	
P5(A,C-D)											UNDERSTANDING PSYCHOLOGY [Email] [REDACTED] - Rm: 2012					[i]	[i]	[i]	[i]			0	0	
P7(A-C)				AE							PHYSICS A + LAB [Email] [REDACTED] - Rm: 3007	[REDACTED]	[REDACTED]	[i]	[REDACTED]	[i]	[i]	[i]	[i]		[REDACTED]	5	0	
P8(A-B,D)											RADIO PRODUCTION 1 [Email] [REDACTED] - Rm: 450					[i]	[i]	[i]	[i]			0	0	
P9(A-D)				AE							MUSIC APPRECIATION (ONLINE) [Email] [REDACTED] - Rm: 3031	[REDACTED]	[i]	[i]	[REDACTED]							6	0	
CON(A-D)				AE							CONNECTIONS [Email] [REDACTED] - Rm: 184		[i]	[i]	[i]	[i]	[i]	[i]	[i]			7	0	
											Attendance Totals											37	4	

The student's cumulative GPAs are listed here.

Current Cumulative Transcript GPA (Q2):  
 SHS Unweighted: [REDACTED]  
 SHS Weighted: [REDACTED]

Show dropped classes also

To view grade details for a specific class, click on the grade in the term column.

Attendance By Day

Last Week					This Week					Absences		Tardies	
M	T	W	H	F	M	T	W	H	F	22-23	YTD	22-23	YTD
										0	0	0	0
Attendance Totals										0	0	0	0