

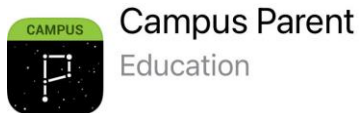
Campus Parent Portal

Campus Parent portal puts school information at your fingertips with real-time access to announcements, assignments, attendance, grades, schedules, and more! Infinite Campus allows mobile access as well as browser access.

Logging in to the App

The Campus Parent app provides the same tools as the browser version, with the benefit of the option to Stay Logged In and receive push notifications.

- Download the app from the App Store or Google Play



- Search for your **District Name** and **State**, entering at least 3 characters of your district's name to search. Select your district from the list.

The screenshot shows the Infinite Campus search interface. On the left, there are two input fields: 'District Name' with 'Hinsdale' entered, and 'State' with 'Illinois' entered. Below these is a blue 'Search District' button. A 'Help' link is at the bottom. On the right, a dropdown menu is open showing 'Select Your District' with 'HINSDALE TWP H S DIST 86' selected and a right arrow.

- Enter your **Username** and **Password** you previously set up.

The screenshot shows the Infinite Campus login interface. At the top, it says 'Infinite Campus simple | powerful'. Below that is a red 'Campus Parent' tab. The main area is titled 'HINSDALE TWP H S DIST 86'. It has a 'Google Login' button, followed by 'OR', then 'Parent Username' and 'Password' input fields. There is a 'Stay logged in' checkbox and a 'Log In' button. At the bottom, there are links for 'Forgot Password?', 'Forgot Username?', 'Help', 'Change District', and 'New User?'.

- If using a secure, private device, mark **Stay Logged In** to receive mobile push notifications, if enabled by your school.
- Click **Log In!**

Campus Parent Portal

Logging in from a Web Browser

- Please go to [Parent Portal Login Site](#) to Login.
- Enter the **Username** and **Password**
- Click **Log In!**

The screenshot shows the login interface for the Infinite Campus Parent Portal. The header features the Infinite Campus logo and the tagline "simple || powerful". A red "Campus Parent" badge is in the top right. The main content area is divided into two sections. The left section, titled "HINSDALE TWP H S DIST 86", contains a "Google Login" button, a separator with "or", and input fields for "Parent Username" and "Password". Below these is a blue "Log In" button, followed by links for "Forgot Password?", "Forgot Username?", and "Help". At the bottom of this section are links for "Log in to Campus Student" and "New User?". The right section, titled "Announcements", shows a dashed box with a minus icon and the text "There are no district announcements." The footer includes copyright information "© 2003-2022 Infinite Campus, Inc. | Version: Campus 2215.7" and a language dropdown menu set to "English".

User Notifications

Click the Notifications in the top right corner for notifications/messages.

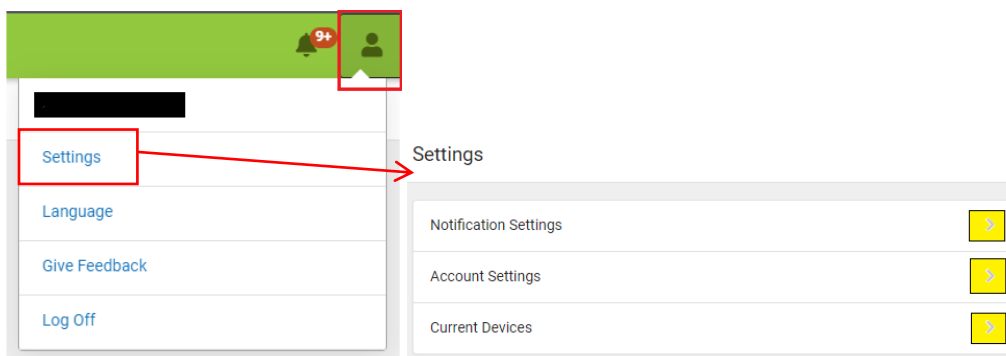
Notifications

The screenshot shows a notification dropdown menu. At the top, a green bar contains a bell icon with a red circle and the number "5", indicating five notifications. Below this bar, the menu is divided into two sections. The first section, titled "Messages", contains a link to the "Message Center". The second section, titled "Notifications", contains a "Mark All As Read" button.

Campus Parent Portal

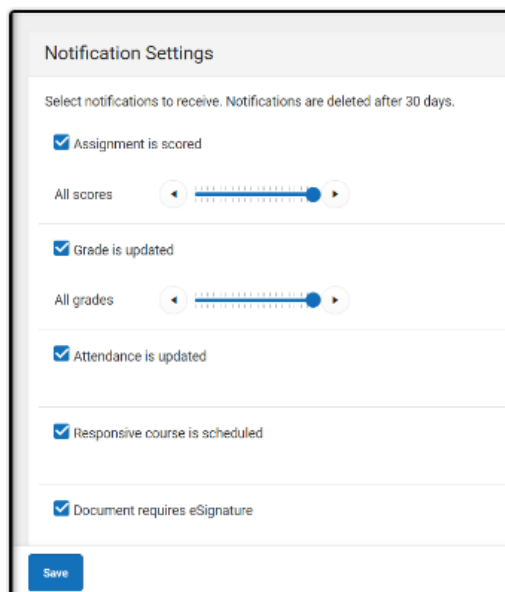
User Settings

User Settings allow users to update their information/preferences. Click the user menu in the top right and then click Settings



Notification Settings

Notification settings allow users to opt out of receiving specific kinds of notifications and establish thresholds for those they want to receive. Set thresholds to only receive notifications when a grade or score falls below the selected percentage or a lunch balance falls below the selected dollar amount. Click the arrows to change the threshold or click and drag the dot.



Account Settings

Account settings allow users to update their security email on record or to change their Password and E-Signature PIN.

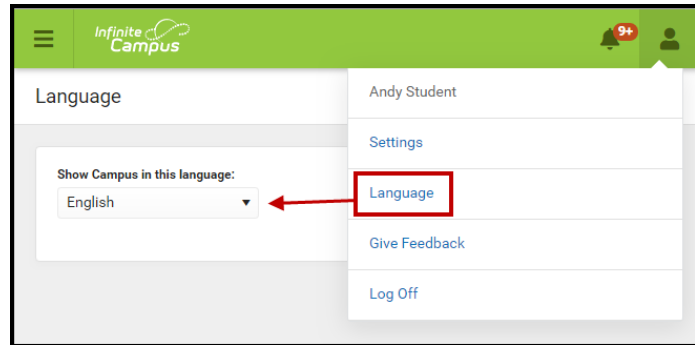
- The Account Security Email is the email used if a user forgets their username or password.

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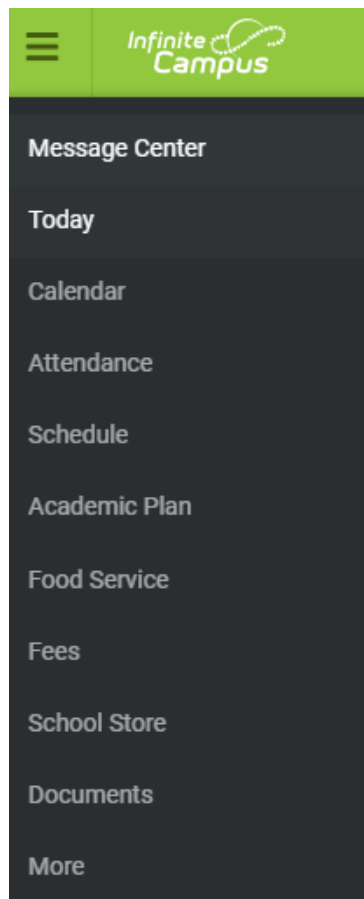
- Passwords can only be modified if the district has enabled Password Reset. Strong passwords are enforced, meaning that passwords should have a mix of letters, number, and characters to make them more secure.

Language Settings

From the user menu, click **Language** to change the language that Campus Parent displays in.



Tools Available in the Campus Parent



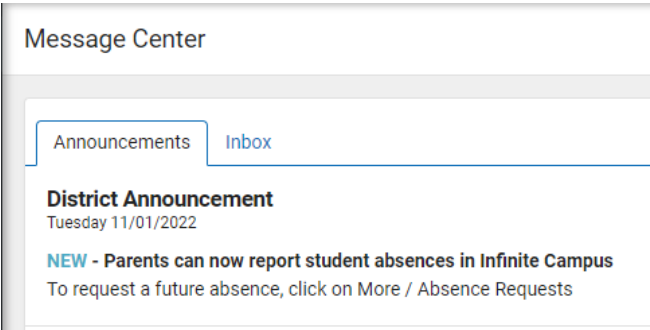
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Message Center

The Message Center includes announcements are posted at a school or district level. Click *Show More* to display additional text for longer announcements.

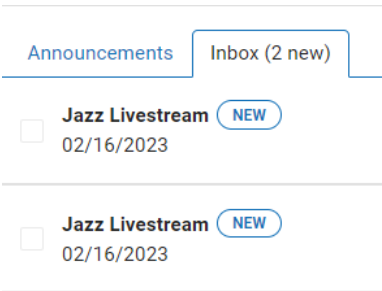
Announcements

Announcements provide a way to announce upcoming events, school bulletin, district happenings, etc. Announcements display based on the timeline.



Inbox

Inbox displays messages sent to the parents, including those from school, teachers, etc.



Campus Parent Portal

Today

The Today view shows the selected student's schedule for the current day and lists any assignments due today or tomorrow.

The schedule shows the times of the periods during the day and the student's courses, with the teacher's name and room assigned.

The assignments list covers all of the student's courses, including those that may not meet on the current day.

Today Wednesday, January 2nd 2019	
Andrew Student Student Number 123456789 18-19 Harrison High Grade 12	3 (12/31 - 03/29)
Food Service Balance: \$0.00	DAY DAILY
Assignments Due Today Themes Worksheet - Bildungsroman AP English /10	1 8:00AM - 8:55AM AP English Teacherson, Katie Rm: 1211
Assignments Due Tomorrow	3 10:00AM - 10:55AM Physics A Yarham, Dennis Rm: 367
	4 11:00AM - 11:55AM American & British Literature Teacherson, Katie Rm: 1018
	6 1:00PM - Pre-Calculus A Liffelam, Zebos Rm: 1001

Calendar

The Calendar displays data in three different modes, *Assignments*, *Schedule*, and *Attendance*.

For *Assignments* and *Attendance*, dots display below dates that have data. Select a mode and date to view data for that day.

In *Assignments* mode, a button displays to show the Weekly Overview, which shows all assignments for the selected week.

Calendar	
Assignments Schedule Attendance	
Nov Dec 2019 Feb Mar Apr May Jun Jul Aug Sep	April 2019 Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 May 2019
AP Literature 1 Absent Excused ABSENT EXCUSED College Visit Pre-Calc	

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Attendance

The Attendance tool lists the absences and tardies for attendance taking periods in the selected term. Click on a period to view details.

The screenshot shows the 'Attendance' tool for 'Andrew Student'. It displays a table of attendance for term '2'. A red arrow points from 'AP English' in the table to a detailed view of that course's attendance.

COURSE	ABSENT	TARDY
AP Calculus	0	0
AP English	2	0
Physics A	1	2
World History A	0	0
Period Totals	3	2

AP English			
Period Absences			
EXCUSED	UNEXCUSED	EXEMPT	UNKNOWN
1	1	0	0

Period Tardies			
EXCUSED	UNEXCUSED	EXEMPT	UNKNOWN
0	0	0	0

Absences
12/15/2016 - Absent Unexcused
10/28/2016 - Absent Excused

Schedule

The Schedule tool shows the student's schedule for each term, including any day rotations. Schedules are shown for all the whole year, all terms, and all of the student's enrollments.

Each schedule includes the times of the periods during the day and the student's courses, with the teacher's name and room assigned. If a day rotation is in place, the day is indicated in the top right corner of the schedule.

The screenshot shows the 'Schedule' tool for 'Andrew Student'. It displays the schedule for term '1' (07/03/2017 - 10/06/2017). The schedule is organized by period, showing the time, course, teacher, and room.

Period	Time	Course	Teacher	Room
1	8:40AM - 9:35AM	AP Literature	Teacherson, Katie	Rm: 1004
2	9:45AM - 10:05AM	Personal Finance	Abra, Dean	Rm: 210
3	10:10AM - 11:05AM	AP US History	Benson, Denna	Rm: 1004
4	11:05AM - 12:04PM	Spanish II A	Lifellearn, Lewis	Rm: Tech Lab B

Academic Plan

The Academic Plan displays the student's assigned Academic Program and the courses the student has planned to take in each school year. It's recommended that the Academic Plan be viewed on a larger device, if possible.

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Academic Plan

Choose an Academic Plan: HS Graduation

Post Grad Location In-State Post Grad Plans Four Year Public

Next

Academic Plan Save Course Plan Report Progress Report Search the Course Catalog

Program: JHS Graduation Program

☐ I, Michael Student, approve this Academic Plan.

ALERT: Course Requirement not met: Social Studies
ALERT: Course Requirement not met: Personal & Financial Literacy
ALERT: Course Requirement not met: Biology

Grade: 09	Grade: 10	Grade: 11	Grade: 12
0.0 / 1.0	2.0 / 7.0	2.0 / 6.0	1.0 / 2.0
English/Language Arts (3.0 / 4.0)			
0.0 / 1.0	1.0 / 1.0	1.0 / 1.0	1.0 / 1.0
	<ul style="list-style-type: none"> ELL029821 ELL 10 Engl Lang Arts - 0.5 ELL029822 ELL 10 Engl Lang Arts - 0.5 	<ul style="list-style-type: none"> ENG033121 Engl Lang Arts 11 - 0.5 ENG033121CAI Engl Lang Arts 11 - 0.5 	<ul style="list-style-type: none"> ENG038121 AP Lang & Composition - 0.5 ENG038122 AP Lang & Composition - 0.5
ALERT: Not enough credits selected in English/Language Arts to meet the minimum plan requirements.			
Family and Consumer Science (0.0 / 2.0)			
0.0 / 1.0	0.0 / 1.0	0.0 / 0.0	0.0 / 0.0
	Type to search or select courses	Type to search or select courses	Type to search or select courses

Assignments

The Assignments tool collects all of a student's assignments with the focus on today.

Use the **Missing** and **Current Term** buttons at the top to filter assignments.

Assignments Andrew

Missing **Current Term** Today

TKAM Character Worksheet American & British Literature	13/15 (86.66%)
Africa Map Comparison Worksheet English 10	8/10 (80%)
Friday 08/10 TODAY	
Cell Model Project AP Literature	
pg. 47 #1, 3, 5, 7, 9 Pre-Calculus A	
Monday 08/13	
TKAM Character Essay American & British Literature	
Nelson Mandela Book Report English 10	
Tuesday 08/14	
pg. 53 #1, 3, 7, 9, 13 Pre-Calculus A	

Grades

The Grades tool shows all of the grades earned by the selected student for all tasks. Posted grades are displayed in bold, with In-Progress grades indicated as "In-progress."

The student's Cumulative GPA also displays at the top of the Grades tab if enabled.

Show grades for a single term or for the whole year by selecting an option at the top.

Expand the Settings menu to *Hide dropped courses*, *Hide rows without grades or assignments*

Grades

All Terms Term 1 Term 2 Term 3 Term 4

Term 1 (2021-2022) Settings

Grades Settings

☐ Hide dropped courses
☒ Hide rows without grades or assignments
Expand All Collapse All

Cumulative GPA: 2.85

Course	Grade
Pre-Calculus	A (90%)
Progress	In-progress
Term Grade	B (80%)
English 10	P
Demonstrate proficiency in basic concepts of scholarly writing	P
Cite thorough textual examples (explicit and inferred) to support analysis	P
Determine theme and explain how specific details reveal the author's theme	I
Summarize the story without including personal opinions	NP
Analyze how complex characters develop, interact, and advance the plot	P

Pre-Calculus

(1) Term Grade	B (80%) In-progress
Grade Total	88/100 (88%)
Homework	88/100 (88%)
1st Worksheet Due: 08/27/2021	20/25 (80%)
pg 45-#1, 3, 7, 9, 13 Due: 08/19/2021	46/50 (92%)
Introduction to Pre-Calc Due: 08/16/2021	22/25 (88%)

Campus Parent Portal

assignments, or expand or collapse all courses.

Food Service

The Food Service tool allows parents and students access to the following food service information:

- Current account balances
- Transactions (food item purchases, account deposits of cash, check and credit card, when enabled)
- Account history (historical transaction records)
- Account adjustments (debits/credits)

The screenshot shows the 'Food Service' interface. At the top, a table lists accounts with columns for 'ACCOUNT NAME', 'ACCOUNT #', and 'BALANCE'. The account 'Cassa Echard' with ID '6209' and a balance of '\$45.00' is highlighted with a red box. A red arrow points from this box to a detailed view of the account. This detailed view shows the 'Time Frame' set to 'Last 7 days' and a 'Totals for selected time frame' section. It includes 'Current Balance: \$35.75', 'Starting Balance: \$45.00', 'Money In: \$0.00', and 'Money out: \$9.25'. Below this, a list of transactions is shown with columns for date, description, and amount. Transactions include 'Lunch 7-12' and 'Nachos' on 10/04/2018, and 'Yogurt' and 'Lunch 7-12' on 10/05/2018. A 'Print' button is at the bottom.

ACCOUNT NAME	ACCOUNT #	BALANCE
Dave Echard	4219	\$0.00
Cassa Echard	6209	\$45.00

Pay

< Back

Cassa Echard

Time Frame
Last 7 days

Totals for selected time frame

Current Balance:	\$35.75	Starting Balance:	\$45.00
Money In:	\$0.00	Money out:	\$9.25

10/04/2018	Lunch 7-12	\$1.75
	Nachos	\$5.00
10/05/2018	Yogurt	\$0.75
10/05/2018	Lunch 7-12	\$1.75

Print

Fees

The Fees tool provides a list of all fees assigned to a person. Fees can include things like a lab fee for a science course, a fee for a field trip or the cost of an athletic activity. Fees that are still owed, have been paid, or were made void appear in this list, followed by the ongoing balance for these fees. The School Years dropdown list allows you to view fees according to the school year in which they were assigned.

The screenshot shows the 'Fees' interface. At the top, it displays '1 Items in Cart' for a total of '\$400.00'. There are buttons for 'My Cart' and 'My Accounts'. Below this, there are dropdown menus for 'Person' (set to 'All'), 'School Year' (set to '2018 - 2019'), and 'Type' (set to 'All'). A 'Total Due: \$900.00' is shown. A table lists fees with columns for 'DESCRIPTION', 'DUE DATE', 'PERSON', and 'FEE BALANCE'. Fees include 'FS Classroom Healthy Treat' (06/03/2019, \$0.00), 'Field Trips' (07/22/2019, \$0.00), 'MS Boys 1st Athletic Sport Fee' (09/13/2019, \$0.00), 'Field Trips' (09/16/2019, \$400.00), and 'Donations' (09/17/2019, \$500.00). The 'Field Trips' fee has an 'IN CART' button, and the 'Donations' fee has an 'Add to Cart' button. A 'Subtotal' is shown at the bottom of the table. A 'Print' button is at the bottom left, and 'Optional Payments' is at the bottom right.

Fees

1 Items in Cart \$400.00

My Cart My Accounts

Person: All School Year: 2018 - 2019 Type: All

Total Due: \$900.00

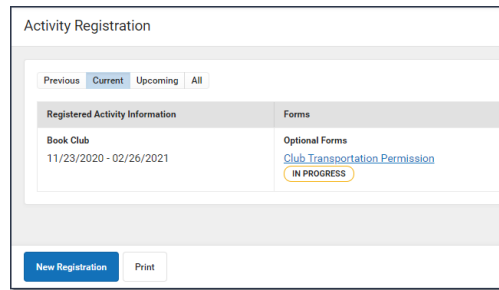
DESCRIPTION	DUE DATE	PERSON	FEE BALANCE
FS Classroom Healthy Treat	06/03/2019	Smith, Tyler T	0.00
Field Trips	07/22/2019	Smith, Tyler T	0.00
MS Boys 1st Athletic Sport Fee	09/13/2019	Smith, Tyler T	0.00
Field Trips	09/16/2019	Smith, Jennifer R	400.00
Donations	09/17/2019	Smith, Tyler T	500.00
Subtotal			

Print Optional Payments

Campus Parent Portal

Activity Registration

Activity Registration is where you can see the activities for which your student is registered, the option purchased, and any associated forms. To be considered "registered," the activity fee must be paid. The Activity Registration area in the portal includes a link to the School Store where users can register for activities



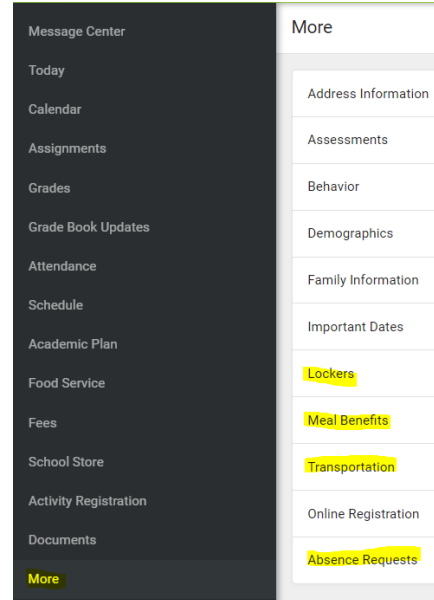
School Store

The School Store is where you can select spirit wear, purchase school supplies, pay for activity fees or make donations. Every School Store is unique and the items available for purchase may be different at every school.

More

The More tab displays the following:

- **Lockers** assigned to the student with locations and combinations.
- The **Meal Benefits** application.
- **Transportation** includes bus information.



Absence Requests

A parent/guardian would be able to put in a student(s) **Absence Request**. An approved absence does not mean that the absence is excused. Please check the school website for a list of absences that are considered excused (valid cause).

From the menu on the left, Click More then Click Absence Request.

Campus Parent Portal

Message Center

Today

Calendar

Assignments

Grades

Grade Book Updates

Attendance

Schedule

Food Service

Fees

School Store

Documents

More

More

Address Information

Assessments

Behavior

Demographics

Family Information

Important Dates

Lockers

Meal Benefits

Transportation

Online Registration

Absence Requests

Select the students you wish to submit an absence request for

☐ [Redacted]

Excuse *

Absence Type *

☐ Full Day Absence

☐ Arrive Late

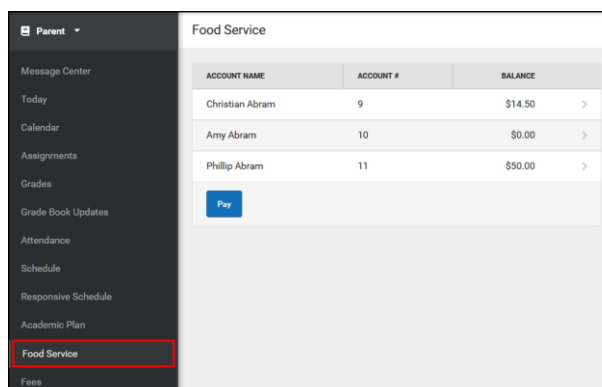
☐ Leave Early

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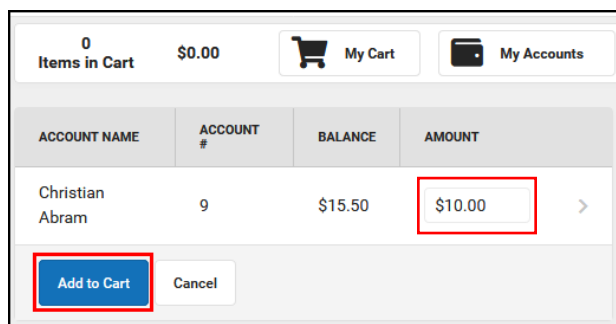
Food Service

Where do I go to view and add money to Food Service Account?

From the menu on the left, click Food Service



- Select Pay
- Enter the amount you want to add in the **Amount** field. If a box is not available for you to enter an amount, your account may not be active and you may need to contact your school
- Select **Add to Cart**
- Select **My Cart**. The checkout screen displays.
- Select the **Payment Method** you want to use and enter and **Email address for Receipt** (optional).
- Select **Submit Payment**



Campus Parent Portal

Fees

The **Fees** tool provides a list of all fees assigned to you. Fees may include things like a lab fee for a science course, a fee for a field trip or the cost of an athletic activity. Fees that are still owed and fees that were paid appear in this list, followed by the ongoing balance for all fees.

Where do I go to view and pay fees?

The Fees tool is available in the outline on the left.

Today
Calendar
Fees
Message Center
Discussions
More

Fees

School Year: 2019 - 2020
Type: Unpaid

Total Due: \$607.50
Total Surplus: \$500.00 ⓘ

DESCRIPTION	DUE DATE	FEE BALANCE
Prior Year Balance		500.00
MS Boys 1st Athletic Sport Fee	09/30/2019	100.00 Add to Cart >
MS Extra PE shorts	10/31/2019	7.50 Add to Cart >
Subtotal		607.50

[Print](#) [Optional Payments](#)

How do I Pay a Fee?

- Select **Fees**

The Fees screen displays and automatically displays any unpaid fees for the current school year.

If you are using Campus Parent and have access to multiple students, be sure to select the correct student/person in the Person dropdown list. Selecting **All** allows you to see Fees assigned to everyone in your household.

Campus Parent Portal

Fees

Person

All

All

Smith, Jennifer L

Smith, Molly E

School Year

2019 - 2020

	DUE DATE
Kennedy Activities	09/17/2019
Kennedy Year Book Fee	09/17/2019
FS Classroom Healthy Treat	09/30/2019

Fees

0
Items in Cart

\$0.00

My Cart

My Accounts

Person

All

School Year

2019 - 2020

Type

Unpaid

Total Due: \$180.00

DESCRIPTION	DUE DATE	PERSON	FEE BALANCE	
Kennedy Activities	09/17/2019	Smith, Molly E	150.00	<div>Add to Cart</div> >
Kennedy Year Book Fee	09/17/2019	Smith, Molly E	10.00	<div>Add to Cart</div> >
FS Classroom Healthy Treat	09/30/2019	Smith, Jennifer L	20.00	<div>Add to Cart</div> >
Subtotal				

Print

Optional Payments

- Select



Add to cart

 next to the Fee you want to pay.

Campus Parent Portal

Fees

1 Items in Cart \$150.00

 My Cart
  My Accounts

Person
 All

School Year
 2019 - 2020

Type
 Unpaid

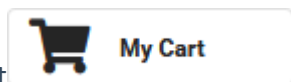
Total Due: \$180.00

DESCRIPTION	DUE DATE	PERSON	FEE BALANCE	
Kennedy Activities	09/17/2019	Smith, Molly E	150.00	<div>IN CART</div> <div>></div>
Kennedy Year Book Fee	09/17/2019	Smith, Molly E	10.00	<div>Add to Cart</div> <div>></div>
FS Classroom Healthy Treat	09/30/2019	Smith, Jennifer L	20.00	<div>Add to Cart</div> <div>></div>
Subtotal				

Print

Optional Payments



- Select





The **Checkout** screen displays. All items added to your cart display. You can click the **Remove** button if you do not want to pay for an item at this time.

< Back | Checkout

2 Items in Cart \$160.00

FEE	NAME	AMOUNT	
Kennedy Year Book Fee	Smith, Molly	\$10.00	X
Kennedy Activities	Smith, Molly	\$150.00	X

Payment Method
☒  My Visa
☐  My Checking

Add Payment Method

Subtotal: \$160.00
 Service Fee: \$5.00
Total: \$165.00

Email Address for Receipt

Submit Payment

Feedback

- Select the **Payment Method** you want to use and enter an **Email Address for Receipt** (*optional*).

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Click the **Add Payment Method** button if the card or account you want to use is not set up. This option allows you to enter a new Payment Method then returns you to this screen.

Payment Method
☐ DISCOVER DISC
☒ echeck CHECK
[Add Payment Method](#)

Email Address for Receipt

- Select [Submit Payment](#)

A confirmation message displays. Click **OK**. The Receipt screen displays.

Receipt

0
Items in Cart \$0.00

[My Cart](#) [My Accounts](#)

Thank you for your payment

Date: 09/19/2019 **Reference #:** 181701948
Thank you for your payment. Credit/Debit card payments are processed simultaneously however, if using e-check processing, the vendor processes it as fast as they can but some are 24-48 hour window to process.

FEE	NAME	AMOUNT
Kennedy Year Book Fee	Smith, Molly	\$10.00
Kennedy Activities	Smith, Molly	\$150.00

Service Fee: \$5.00
Total: \$165.00
Payment Method:
VISA
My Credit Card
Email Address for Receipt: test@testemail.com

[Print](#)

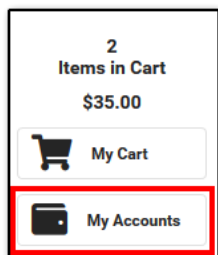
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Payment Methods

The Payment Methods tool is where you add and delete methods for making payments in Campus. Depending on the payment methods your district accepts, you can pay by credit card, checking account, or savings account.

Where do I go to add a Payment Method?


The Payment Methods tool is part of My Accounts.



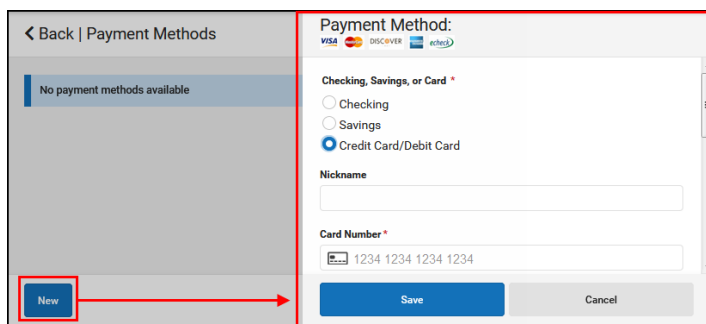
How do I add a Credit Card/Debit Card?

- Click **Payment Methods**.

The Payment Method screen displays.

- Click  at the bottom of screen.

The Payment Method Panel displays.







Campus Parent Portal

- Enter all required information.

Payment Method

Accepted Payment Methods

Checking, Savings, or Card *

☐ Checking

☐ Savings

☒ Credit Card/Debit Card

Nickname

Card Number *

0000 0000 0000 0000

Card Expiration *

00 00

CVV *

123

Name on Card *

JOHN SMITH

Contact Information *

Address

City

State

Zip

Default Payment Method

☒ Use as default

Save

Cancel

- Click .

The Payment Method appears in the table of Payment Methods.

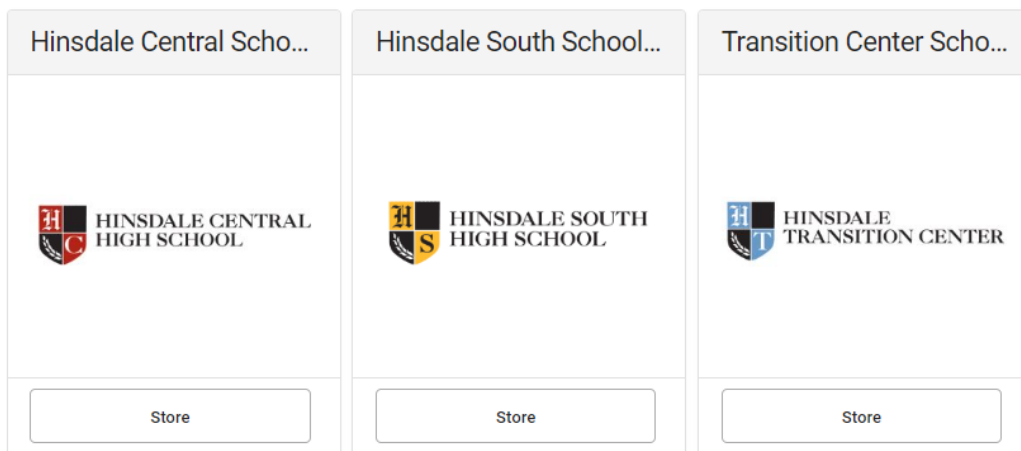
Campus Parent Portal

School Store

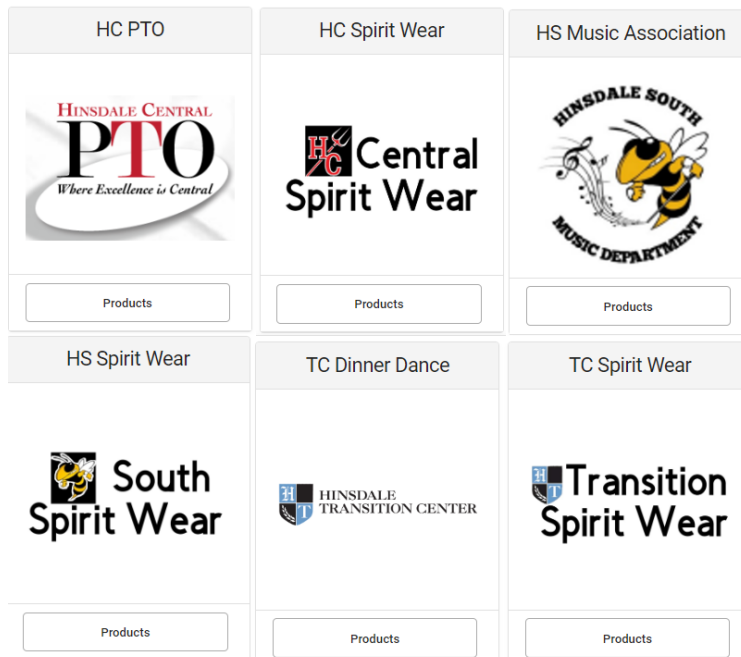
The School Store is where you can select Booster membership, spirit wear, and purchase school supplies, pay for activity fees, tickets to game or make donations. Every School Store is unique and the items available for purchase may be different at every school.

How do I purchase items in the School Store?

- Click on the Store where you want to shop. The Products for that store will be displayed.



- Click on the Product you want to buy. A panel displays with the product's details.



Campus Parent Portal

- Select any necessary options and enter details if necessary then click **Add to Cart**.
- Select **My Cart**.
- Select the **Payment Method** you want to use and enter an Email Address for Receipt (*optional*).
- Select **Submit Payment**. A confirmation message displays.
- Click **Yes**. A receipt displays. Click **Print** to print a PDF of the receipt.