

# TeacherEase Parent Access Directions

10/2018

1. Go to [www.teacherease.com](http://www.teacherease.com) and click the Log In button in the right corner.
2. Parents/guardians can login to TeacherEase with their own email addresses. If you forget your password, click the "Forgot password?" link.
3. The screen has three columns of information. Quick Links, Feed, and Agenda.
  - Quick Links - tiles to get to the student's classes, grades, attendance, and report cards
  - Feed - updates to assignments, and grades
  - Agenda - some Upcoming Events (use MyHomeworkApp for a complete list of assignments, homework, quizzes, and tests)
4. View grades and details with Quick Links by clicking on the Grades tile. The first window shows all current courses and grades. Click on a grade to see Grade Details.

The screenshot shows the 'Quick Links' section with four tiles: Class, Assignments, Grades, and Attendance. A red arrow points from the 'Grades' tile to a table of courses. The table lists courses like 'Flex 7 - Team 3', 'Language Arts Advanced', 'Painting - 7', 'Physical Education - 7', 'Pre-Algebra', and 'Science' with their respective teachers and scores. A red arrow points from the 'Details' link in the 'Pre-Algebra' row to the 'Grade Details' section below. The 'Grade Details' section shows a table for 'T1 Pre-Algebra (Section C1)' with columns for Due date, Assignment, Score, %, and Comments. The table shows a quiz score of 23/20 = A (115.00%) and a total score of A (115.00%).

Due ↑	Assignment	Score	%	Comments
8/31/17	<a href="#">6.1-6.4 Quiz</a>	23/20 = A	115.00%	
<b>Total</b>		<b>A</b>	<b>115.00%</b>	

5. Some of the items in the Feed are graded assignments. Announcements are another item that appear in the Feed.

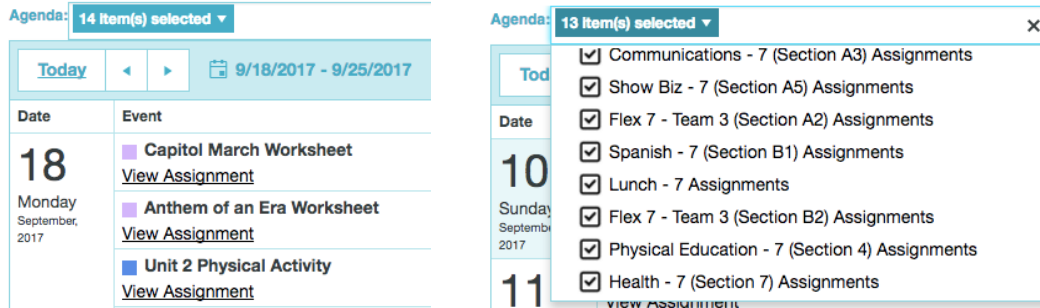
The screenshot shows the 'Feed' section with two items. The first item is 'Practice Record week 3 has been assigned.' with a dropdown menu showing 'Pin/Unpin' and 'Delete' options. A red arrow points to the dropdown arrow. The second item is 'You have received 10/10 on 'Practice Records week 2'.' with a dropdown menu showing 'Pin/Unpin' and 'Delete' options.

The Feed is a chronological list. Students can use the arrow at the right end of each item in the Feed to Pin or Delete it. Pin the item to keep it at the top. Unpin it to let it continue to move down the Feed list. Deleting it removes it from the Feed but not from gradebooks.

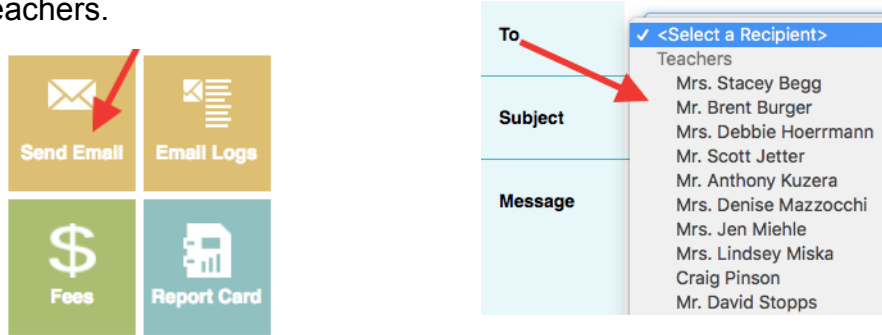
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6. The Agenda only lists some Upcoming Events. Use MyHomeworkApp for a complete list of assignments, homework, quizzes, and tests. The classes in the Agenda list can be edited with the arrow after the “Items selected” heading.



7. Use the Email tile in the Quick Links to contact any of your student’s teachers.



8. Use the Report Card tile in the Quick Links to view your student’s Report Cards.

9. Use the Class tile in the Quick Links to view your student’s schedule of classes. Classes listed by T1 = Trimester 1, T2 = Trimester 2, and T3 = Trimester 3.

Class	Instructor	Section	View
Flex 8 - White - DAY A	Mrs. J. Shanahan	5A	<a href="#">View</a>
Flex 8 - White - DAY B	Mrs. J. Shanahan	2	<a href="#">View</a>
Garageband	Mrs. S. Begg	T1:6B	<a href="#">View</a>
Health - 8	Mr. A. Kuzera	4 (2nd 6 weeks)	<a href="#">View</a>
Kinetics	Mr. D. Stopps	T2: 6B	<a href="#">View</a>
Language Arts	Mrs. R. Kramer	3	<a href="#">View</a>

Please contact any of your student’s teachers with questions or concerns. Thank you for taking the time to use our TeacherEase Directions.