



Adjusting Grade Notification Settings

Federal Way Public Schools provides district wide notifications, quarterly, throughout the school year that provide parent's an email summarizing their secondary scholars' grades. Parents can adjust their settings in ParentVUE to receive grade notifications more frequently based upon a specified grade.

On a Windows, Mac or Chromebook Computer

Step 1: Log into ParentVUE
(grades.fwps.org):

Step 2: Select the "My Account" tab located on the top right side of the screen:

Step 3: Once on the Account Information page, scroll down to the Auto Notify Grade Book Notification area:

Step 4: Place a checkmark in the Grade Book box to opt-in to receiving Grade Book Notifications:

Step 5: Set the day of the week that you prefer to receive Grade Book notifications:

Step 6: Identify the Grade threshold that you would like to receive Grade Book Notifications for:

For **Middle School Parents**, see the grade equivalencies below:

High School Grade	Middle School Grade
A	EX
B	ME
C	AP
F	BE

Step 7: With the Grade Book Notification values set, scroll to the top of the page and select "Update Account":

Further support can be obtained by contacting ParentVUE Support:
grades@fwps.org or Message Line (253) 945-2100