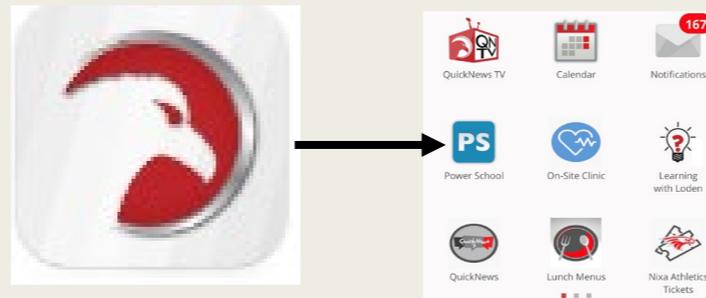


# Nixa Public School Parent Portal

The logo for PowerSchool SIS, featuring a stylized 'P' icon followed by the text 'PowerSchool SIS' in white on a dark blue background.

## Instructions for Apps and Web Browser

# Nixa Public Schools (NPS) Smartphone App



To add the Nixa PS App on your device,

- Download or update it by going to the app store:
- Apple and Android stores: [Search for Nixa PS](#)
- Once installed, the app will ask if you would like to receive push notifications (this is also a part of your phone's settings). If you would like to, answer "yes"
- Click on the Blue icon with the white PS 
- Login as you would through a web browser

**DO NOT use this App**

**PowerSchool App**



**PowerSchool Mobile**

PowerSchool Group LLC

#10 in Education

★★★★☆ 3.0, 174 Ratings

Free

***This App does not house a MULTITUDE of tools that are specific to Nixa Public Schools. Such as:***

- **Missing Assignments**
- **Report Card**
- **Test Scores**
- **Graduation Progress**
- **Account Access**



**For your PC/Mac**

**Web Browser URL:**

**[powerschool.nixaschools.net/public/](https://powerschool.nixaschools.net/public/)**



**Parent/Guardians who are new to the district will receive an email (usually sent on Friday of the week students are registered) from the District Registration Office with Parent Portal information (username/password).**

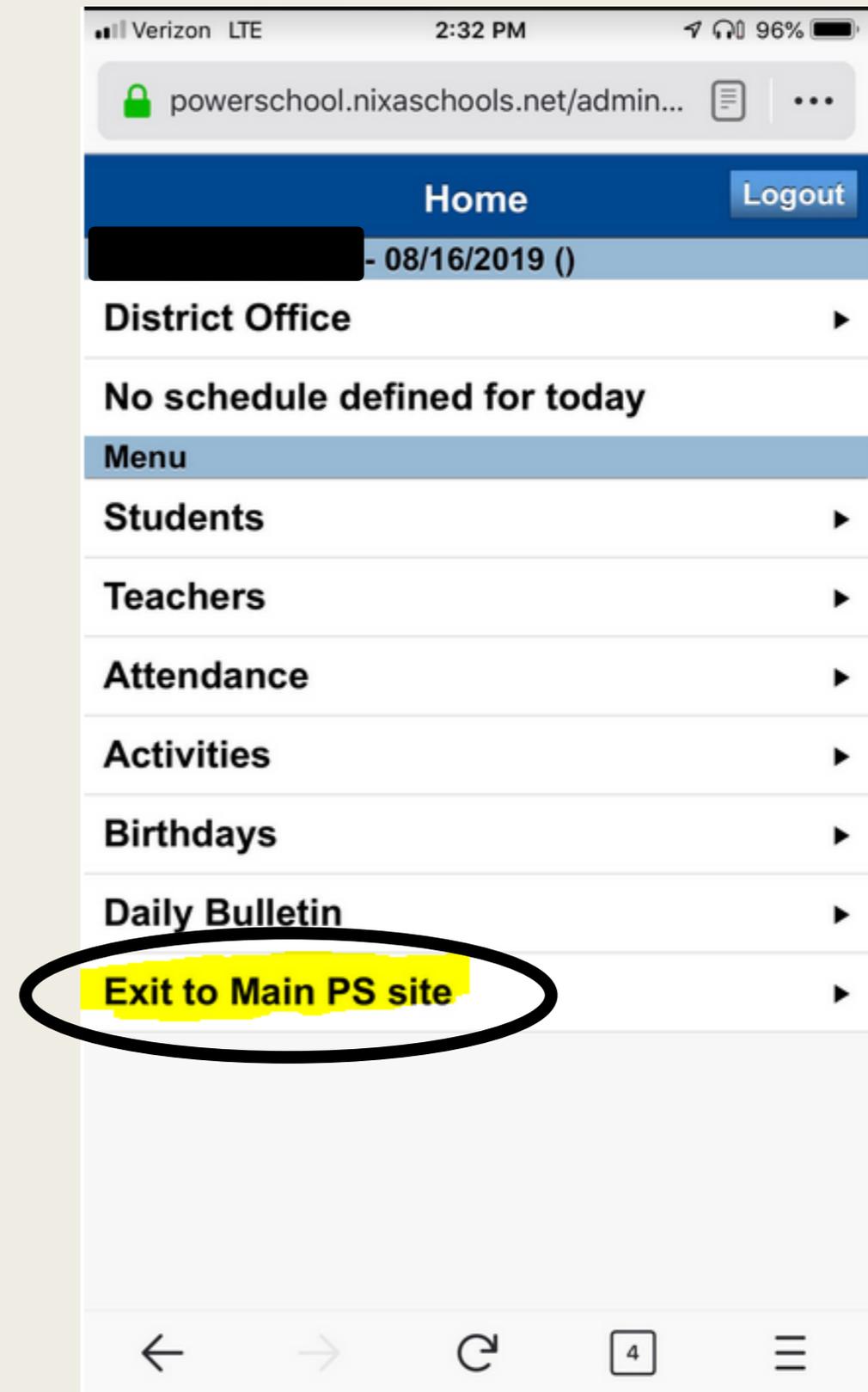
Parents/Guardians who have returning students and need assistance with portal access, please contact:

**Monica Hunter**

**monicahunter@nixaschools.net**

**417-724-6376**

If the screen to the right appears once you have logged in to your portal, click on or tap the “Exit to main PS site” link. You should then be in your parent portal.



# Sign into your Parent Portal

**Enter the Username you were provided and the password you created (must be at least 8 characters)**

**Keep/secure your new username and password in a safe location for future reference**



The screenshot shows the PowerSchool SIS login interface. At the top, there is a blue header with the PowerSchool SIS logo and name. Below the header, the page title is "Student and Parent Sign In". The login form includes a "Select Language" dropdown menu currently set to "English". Below this are two input fields: "Username" and "Password". A link for "Forgot Username or Password?" is located below the password field. A blue "Sign In" button is positioned to the right of the password field. At the bottom of the form, there is a white box containing the text "Welcome to Nixa Public Schools".

**Russian and Spanish are available, but will only translate static information on the webpage**



# View of Les' Account (Linked Student #2)

**PowerSchool**

Brandon **Les**

**Navigation**

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- School Bulletin
- Release

Grades and Attendance | Standards Grades

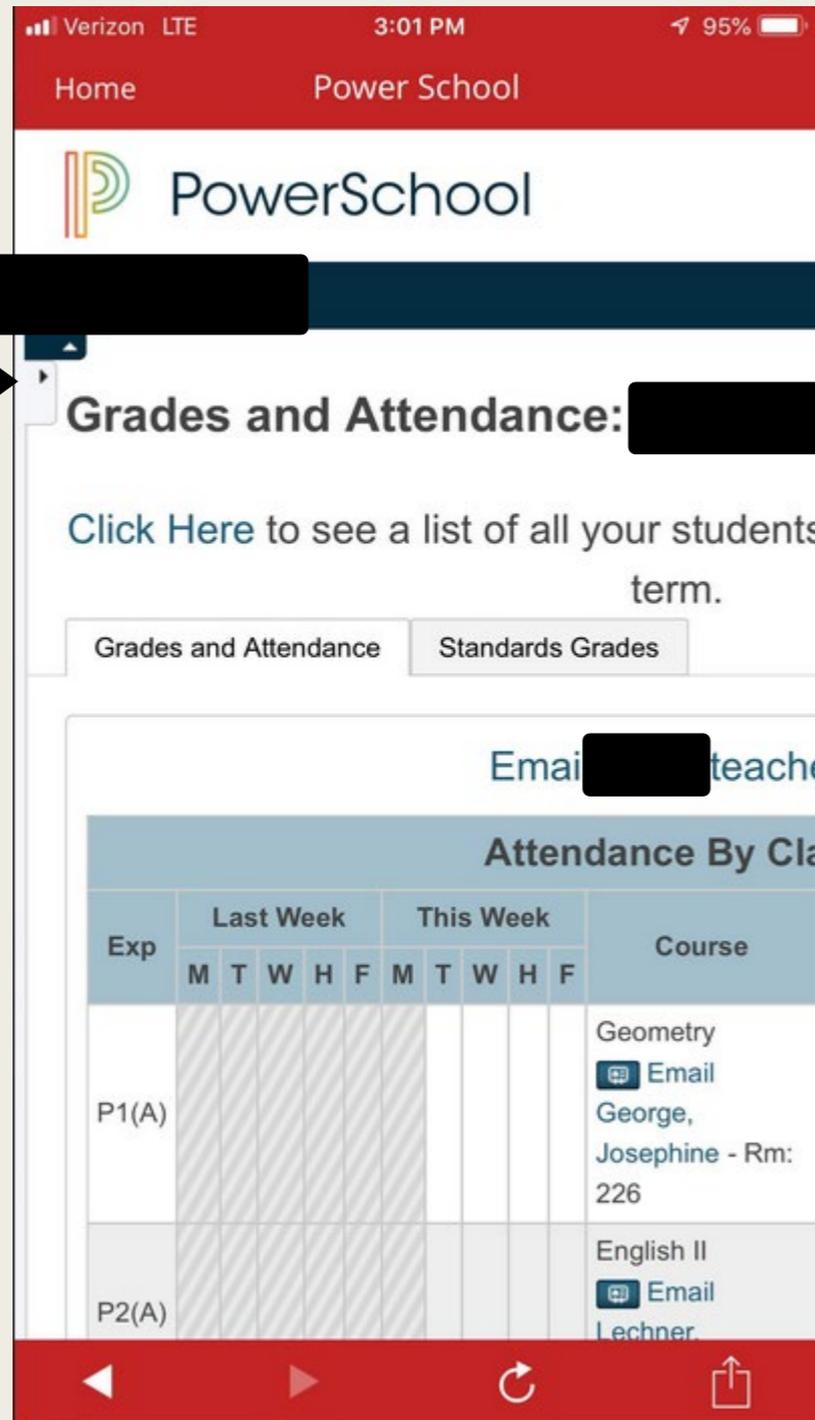
**Grades and Attendance: [REDACTED] Les V**

[Email Les' teachers](#)

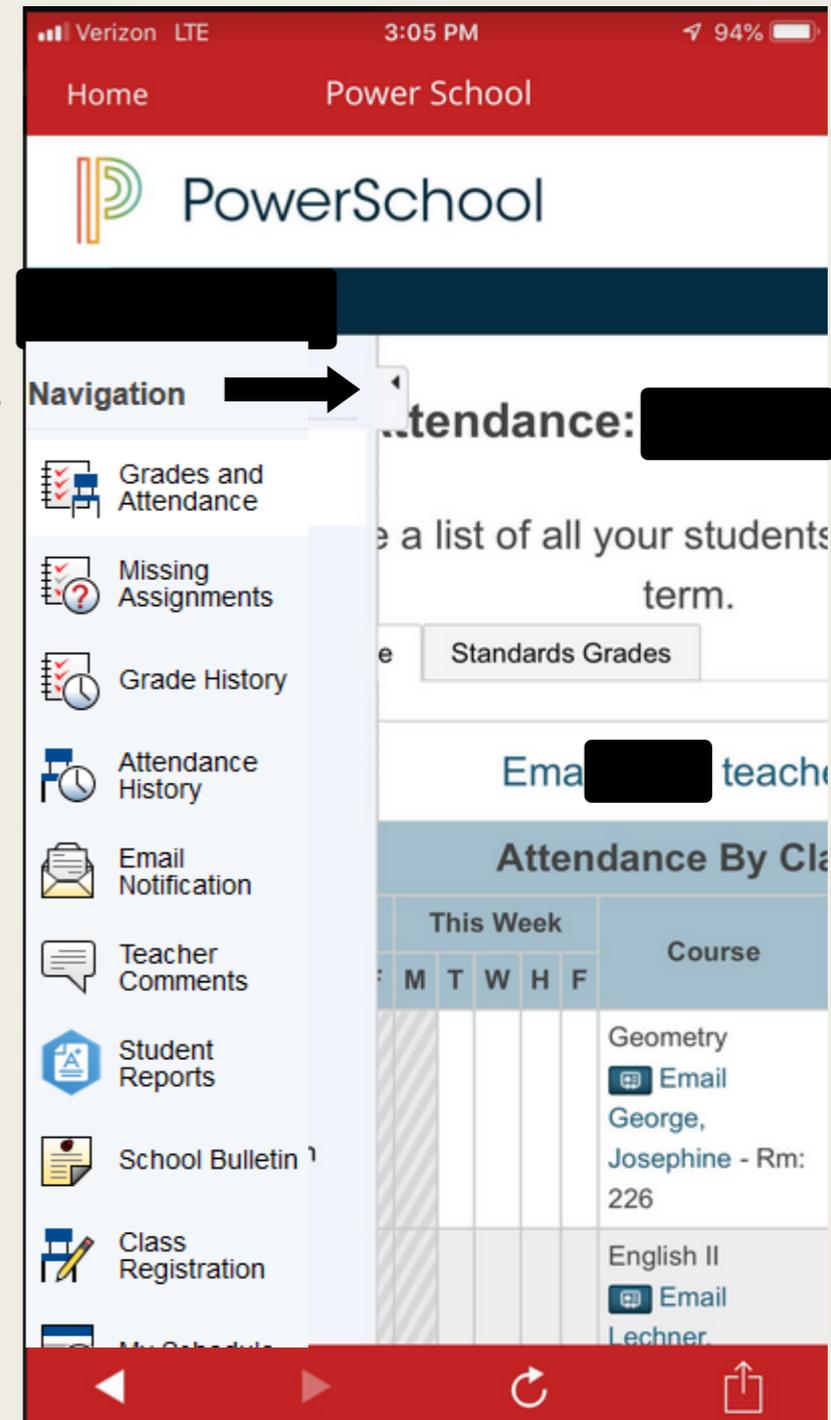
Exp	Last Week					This Week					Course
	M	T	W	H	F	M	T	W	H	F	
2(A)	.		.		.		.		.		U.S. History Higgins, Theodore X
3(A)	.		.		.		.		.		Health 9 Swaney, Jim H

# Locating Navigation Pane On Smart Phone

Tap on the small black directional arrow on the right to slide the Navigation drawer out for viewing



Drawer is out for viewing



# Setting/Changing Account Preferences

- Navigation**
- Grades and Attendance
  - Missing Assignments
  - Grade History
  - Attendance History
  - Email Notification
  - Teacher Comments
  - Student Reports
  - School Bulletin
  - My Schedule
  - School Information
  - Account Preferences
  - Returning Student Registration
  - Test Scores
  - Graduation Progress

## Account Preferences - Profile

Profile

If you want to change the e-mail address, username or password associated with your Parent account, you may do so below. Please click the corresponding Edit button to make changes to your username or password. To change your name, please contact the school administrator.

First Name:	<input type="text"/>
Last Name:	<input type="text"/>
Account Email:	<input type="text"/>
Select Language	English ▾
Username:	<input type="text"/> 
Current Password:	***** 
New password must:	
	• Be at least 8 characters long



**To change the e-mail address, username or password associated with your Parent account**

# Adding Students to your Account Preferences

**Navigation**

- Grades and Attendance
- Missing Assignments
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- Student Reports
- School Bulletin
- My Schedule
- School Information
- Account Preferences
- Returning Student Registration
- Test Scores
- Graduation Progress

Profile **Students**

## Account Preferences - Students

To add a student to your Parent account, click the ADD button.

**My Students** Add +

- Brandon Sam
- Les Steffes

**Add Student**

**Student Access Information**

Student Name

Access ID

Access Password

Relationship

Cancel OK

Indicate YOUR relationship to the student

# Parent Portal Tools

## Navigation

-  Grades and Attendance ← Click on class grade or percentage to see assignments
-  Missing Assignments ← Shows missing assignments across all classes (7-12 only)
-  Grade History ← Previous semesters/years grades
-  Attendance History ← Attendance across all classes all semester
-  Email Notification ← Set when and what email notifications you receive
-  Teacher Comments ← See comments by grading period (if provided by teacher)
-  Student Reports ← Progress Reports and Report Cards are stored here
-  School Bulletin ← Building information by school (some buildings do not use this feature)
-  My Schedule ← Student's current schedule
-  School Information ← School's address and phone number
-  Account Preferences
-  Returning Student Registration ← Link for Annual Returning Student Registration
-  Test Scores ← Student's Test Scores  
may not include previous school year due to timing of results
-  Graduation Progress ← High School students ONLY

# Need Assistance?

“Forgot Username or Password?” link works only if you use the email associated with your parent portal.

PowerSchool SIS

## Student and Parent Sign In

Select Language English

Username

Password

[Forgot Username or Password?](#)

Sign In

Welcome to Nixa Public Schools

**For assistance, contact Monica Hunter**  
**monicahunter@nixaschools.net**  
**417-724-6376**