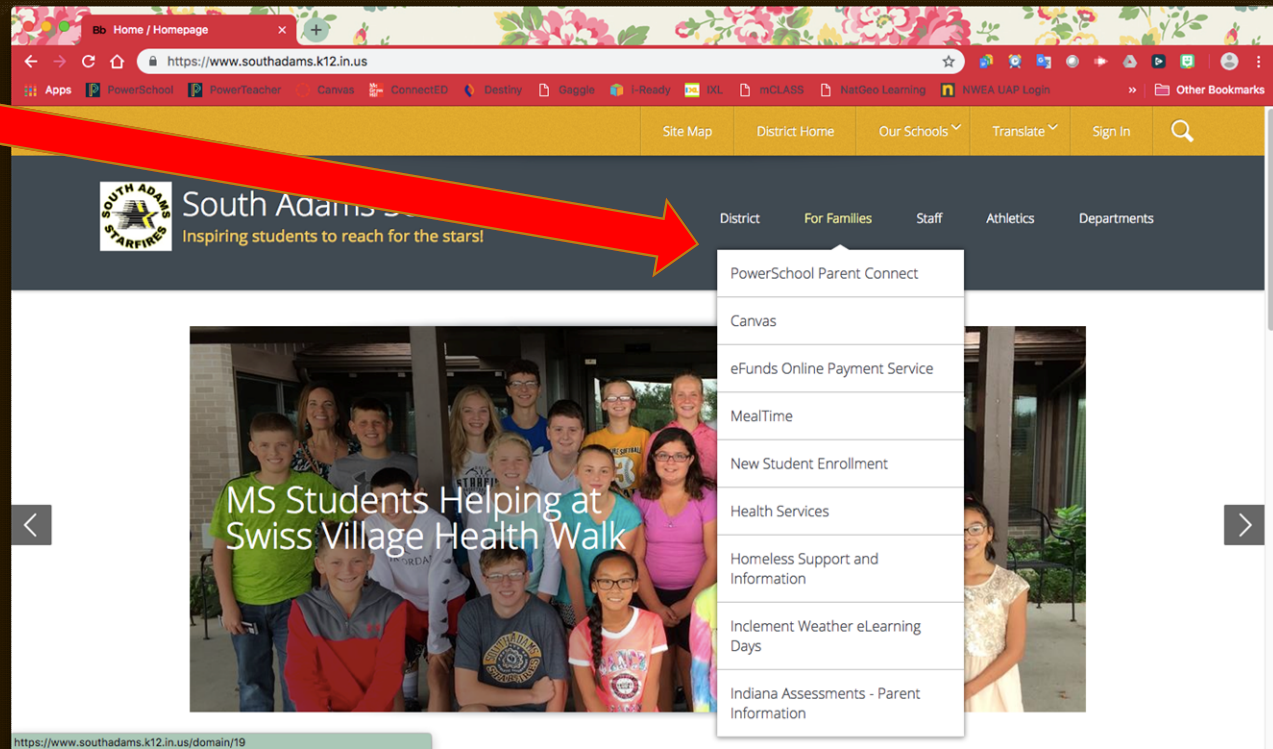


# **POWERSCHOOL PARENT PORTAL**

**INSTRUCTIONS FOR PARENTS AND  
GUARDIANS**

WE ENCOURAGE PARENTS TO SIGN IN TO THE POWERSCHOOL PARENT PORTAL TO VIEW YOUR CHILDREN'S STUDENT DATA INFORMATION (GRADES, ATTENDANCE AND SCHEDULE). TO CREATE YOUR PARENT ACCOUNT, PLEASE CONTACT THE SCHOOL OFFICE FOR THE SET-UP CODES FOR EACH CHILD. EACH PARENT, GUARDIAN OR OTHER DESIGNEE MAY HAVE THEIR OWN ACCOUNT.

If you already have an account, but have lost your username and/or password, you may click on the “forgot my password” link or contact Myra Moore ([mmoore@southadams.k12.in.us](mailto:mmoore@southadams.k12.in.us)) to have your username or password reset.

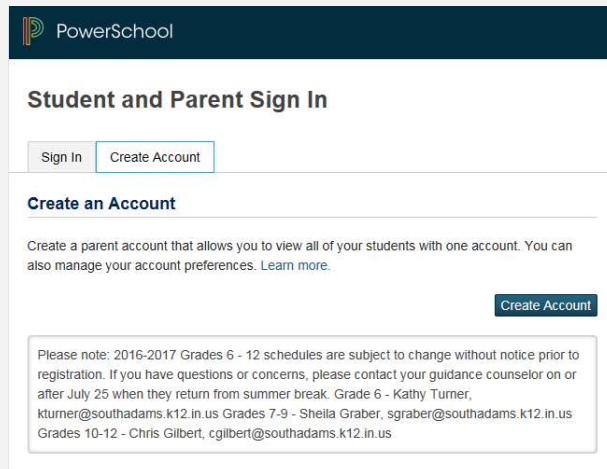


**OPEN A WEB BROWSER TO  
[HTTPS://PS.SOUTHADAMS.K12.IN.US/PUBLIC/](https://ps.southadams.k12.in.us/public/) OR  
CLICK ON THE FOR FAMILIES TAB FROM THE SA  
WEBSITE- POWERSCHOOL PARENT CONNECT  
[HTTP://WWW.SOUTHADAMS.K12.IN.US/](http://www.southadams.k12.in.us/).**

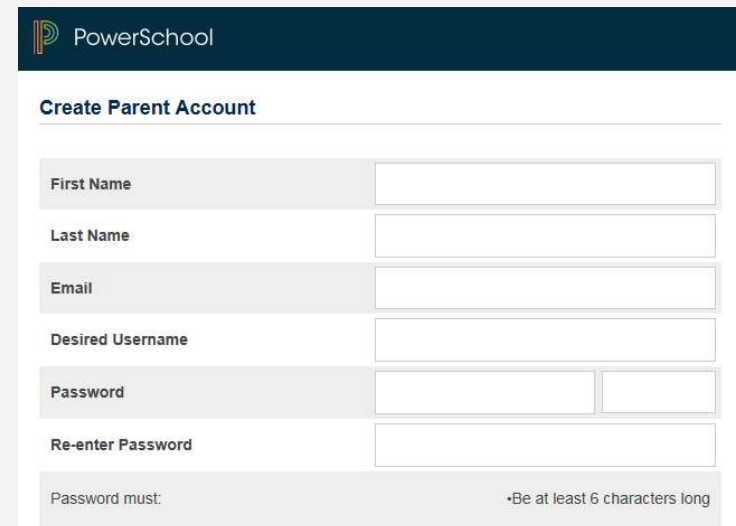
**TO CREATE YOUR ACCOUNT, PLEASE HAVE YOUR CURRENT PARENT PORTAL INFORMATION FOR EACH STUDENT. YOU WILL NEED TO CREATE A USERNAME AND A PASSWORD. PASSWORDS MUST BE AT LEAST 6 CHARACTERS LONG. WE RECOMMEND A MIX OF LETTERS AND NUMBERS. PASSWORDS ARE CASE SENSITIVE, SO AS YOU ARE CREATING YOUR ACCOUNT, PLEASE BE AWARE IF YOUR CAPS LOCK IS ACTIVATED. PLEASE WRITE DOWN YOUR USERNAME AND PASSWORD ONCE YOU HAVE SUCCESSFULLY CREATED YOUR ACCOUNT. KEEP THIS IN A SECURE PLACE.**

**CLICK ON THE POWERSCHOOL PARENT CONNECT ICON FROM THE SOUTH ADAMS WEBSITE, THEN CLICK ON THE BLUE CREATE AN ACCOUNT BUTTON.**

**FILL IN THE PARENT/GUARDIAN ACCOUNT SECTION. SYMBOLS ARE ALLOWED IN THE PASSWORD BUT NOT IN THE USERNAME.**



The screenshot shows the PowerSchool website's sign-in page. At the top, there is a dark blue header with the PowerSchool logo. Below the header, the page title is "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account", with "Create Account" highlighted in blue. Underneath, there is a section titled "Create an Account" with a brief description and a "Create Account" button. At the bottom, there is a note about 2016-2017 schedules and contact information for guidance counselors.



The screenshot shows the "Create Parent Account" form on the PowerSchool website. The header is dark blue with the PowerSchool logo. The form title is "Create Parent Account". It contains several input fields: "First Name", "Last Name", "Email", "Desired Username", "Password" (with a strength indicator), and "Re-enter Password". At the bottom, there is a note: "Password must: •Be at least 6 characters long".

Next you will add your children using their Access ID and Access Password you have received from the school office.

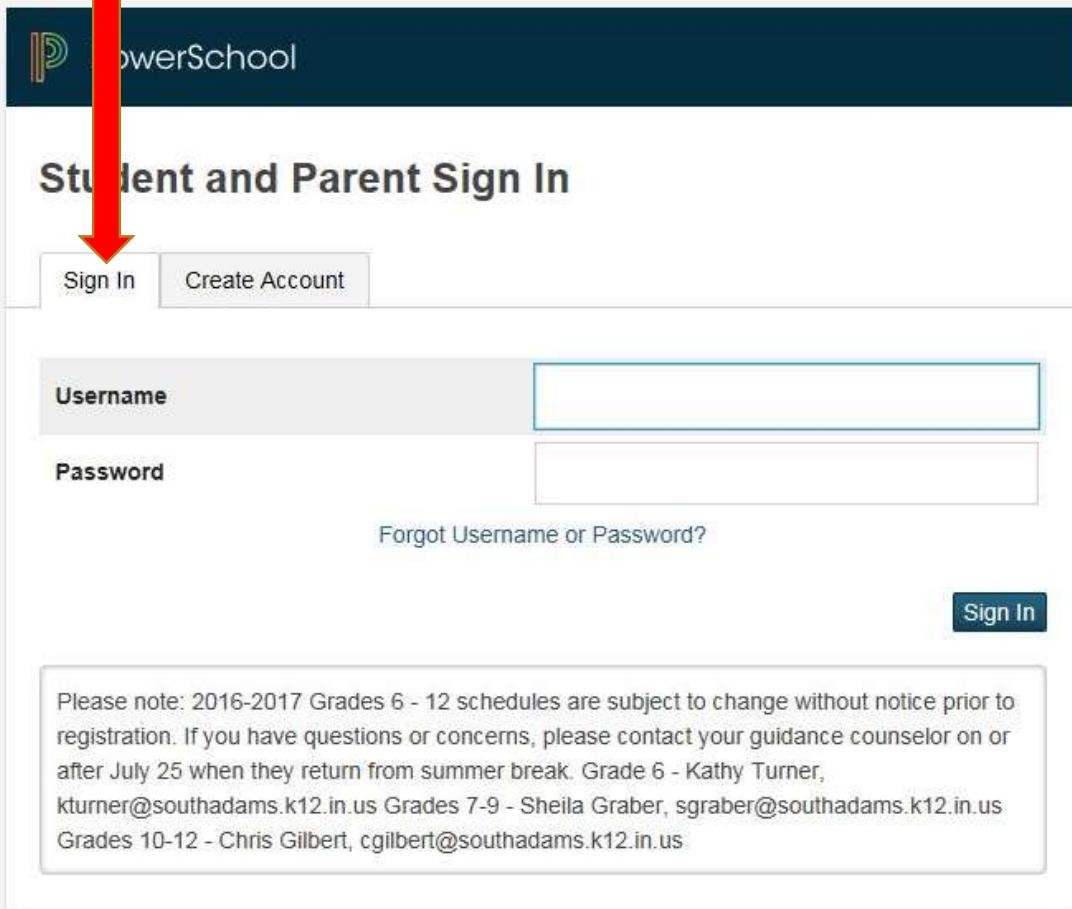
Make sure you type the Access ID and Password correctly, both fields are CASE SENSITIVE.

Click Enter to create your new account.

### Link Students to Account

Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account

1	
Student Name	<input type="text"/>
Access ID	<input type="text"/>
Access Password	<input type="password"/>
Relationship	-- Choose <input type="checkbox"/>
2	
Student Name	<input type="text"/>
Access ID	<input type="text"/>
Access Password	<input type="password"/>
Relationship	-- Choose <input type="checkbox"/>
3	
Student Name	<input type="text"/>
Access ID	<input type="text"/>
Access Password	<input type="password"/>
Relationship	-- Choose <input type="checkbox"/>



PowerSchool

## Student and Parent Sign In

[Sign In](#) [Create Account](#)

**Username**

**Password**

[Forgot Username or Password?](#)

[Sign In](#)

Please note: 2016-2017 Grades 6 - 12 schedules are subject to change without notice prior to registration. If you have questions or concerns, please contact your guidance counselor on or after July 25 when they return from summer break. Grade 6 - Kathy Turner, [kturner@southadams.k12.in.us](mailto:kturner@southadams.k12.in.us) Grades 7-9 - Sheila Graber, [sgraber@southadams.k12.in.us](mailto:sgraber@southadams.k12.in.us) Grades 10-12 - Chris Gilbert, [cgilbert@southadams.k12.in.us](mailto:cgilbert@southadams.k12.in.us)

You will now need to login to the system using your new username and password.



Child Name #1 Child Name #2 Child Name #3

Click on name tabs to move from child to child.

Navigation

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- School Bulletin
- Class Registration
- My Schedule
- School Information
- Account Preferences

District Code  
SDQD

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GET IT ON Google play

Grades and Attendance: Student Name

Grades and Attendance Standards Grades

Exp	Attendance By Class										Q1					
	Last Week					This Week						Course				
	M	T	W	H	F	M	T	W	H	F						
1(A)											US GOVERNMENT <a href="#">Teacher Name</a> 513	C 75				
2(A)											ECONOMICS <a href="#">Teacher Name</a> n: 511	B- 82	-- -- B- 82	-- -- -- -- --	1	0
3(A)											STUDY HALL A <a href="#">Teacher Name</a> - Rm: 602	-- -- -- --				
4(A)											ENGLISH 12 A <a href="#">Teacher Name</a> - Rm: 609	A- 90	-- -- A- 90			
5(A)											ELECTIVE PE/WEIGHT TRAIN A <a href="#">Teacher Name</a> FITNESS	A 97	-- -- A 97	-- -- -- -- --	1	0
6(A)											Advisory 12 <a href="#">Teacher Name</a> - Rm: 609	-- -- -- --				
7(A)											Work Based Learning, Multiple Pathways <a href="#">Teacher Name</a> 10	A 100	-- -- A 100			
8(A)											Work Based Learning, Multiple Pathways <a href="#">Teacher Name</a> 10	A 100	-- -- A 100			
											<b>Attendance Totals</b>			<b>2</b>	<b>0</b>	

This is an overview of your student's grades and attendance. Anything in blue is a clickable link. Clicking on the teacher name in blue will allow you to email the teachers.

Click on the absence and tardy number to see the dates the student was absent or tardy.

Click on the Grade for a detailed view of assignments and scores.

Current Weighted test GPA (Q1): 2.80

Show dropped classes also



Child Name #1 Child Name #2 Child Name #3

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- School Bulletin
- Class Registration
- My Schedule
- School Information
- Account Preferences
- District Code: SDQD
- Download on the App Store
- GET IT ON Google play

### Grades and Attendance: Student Name

Grades and Attendance		Attendance By Class														
Exp	Last	Q4	E2	S2	Y1	Absences	Tardies									
1(A)	C	75	--	--	C	75	--	--	--	--	0	0				
2(A)											1	0				
3(A)												0				
4(A)												0				
5(A)	AIN A	90	--	--	A	90	--	--	--	--	1	0				
6(A)	NESS	97	--	--	A	97	--	--	--	--	0	0				
7(A)											0	0				
<b>Attendance Totals</b>											<b>2</b>	<b>0</b>				

View historical grades

View attendance records

Designate email notifications and frequency

View teacher comments

Daily bulletin is not published through PowerSchool

Does not apply to elementary and middle school students. High school students request courses in the spring at school.

Student schedule

School contact information

Change username or password. Add additional children.

Use this code to set up the PowerSchool App

Download the PowerSchool App to your mobile device

Show dropped classes also

Student Name

Navigation

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification**
- Teacher Comments
- School Bulletin
- Class Registration
- My Schedule
- School Information
- Account Preferences

District Code

### Email Notifications: Student Name

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.
- School Announcements.
- Balance Alert (Note: will only be sent when student is low on funds).

How Often?

Email Address

Additional Email Addresses   
(separate multiple email addresses with commas)

Apply These Settings to All Your Students?

Send Now For Casandra?

Submit

Please note. The balance alert reflects outstanding book rental dues. This is not your child's lunch account balance. If you would like to monitor your child's lunch balance, please create an account through MealTime located on the Parent tab of the SA website.

**PLEASE CONTACT YOUR CHILD'S TEACHER  
IF YOU HAVE QUESTIONS REGARDING  
YOUR CHILDREN'S GRADES.**

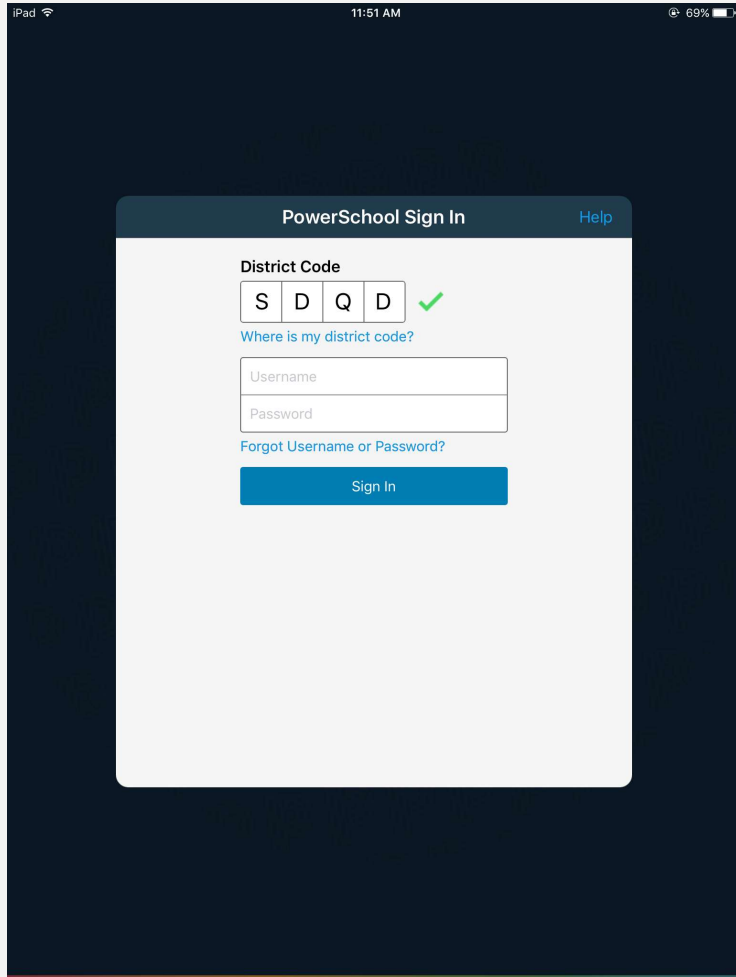
**WE ENCOURAGE PARENTS TO VISIT  
TEACHER WEBSITES AND ALSO CREATE A  
CANVAS PARENT ACCOUNT TO VIEW  
UPCOMING ASSIGNMENTS.**

**FOR POWERSCHOOL PARENT APP  
INSTRUCTIONS, PLEASE CONTINUE READING  
THIS DOCUMENT.**

Search the App  
store for:

PowerSchool  
Mobile





**ENTER THE  
SOUTH  
ADAMS  
DISTRICT  
CODE  
AND YOUR  
USERNAME  
AND  
PASSWORD.**

Click here for more account options.

Click on grade to see individual assignments and scores.

Exp	Course	Q1	Q2	E1	S1	Q3	Q4	E2	S2	Y1	Abs
1(A)	US GOVERNMENT	C	--	--	C						0
	Teacher Name	75			75						
1(A)	INTRO TO 3-DIM ART										0
2(A)	ECONOMICS	B-	--	--	B-						1
	82				82						
2(A)	ELECTIVE PE/WEIG...										0
3(A)	STUDY HALL A										0
3(A)	ENTREPRENEURSHIP										0
4(A)	ENGLISH 12 A	A-	--	--	A-						0
	90				90						
4(A)	ENGLISH 12 B										0
5(A)	ELECTIVE PE/WEIG...	A	--	--	A						1
	97				97						
5(A)	STUDY HALL B										0
6(A)	Advisory 12										0
7(A)	Work Based Learnin...	A	--	--	A						0
	100				100						
7(A)	Work Based Learnin...										0
8(A)	Work Based Learnin...	A	--	--	A						0
	100				100						
8(A)	Work Based Learnin...										0

Click here to move from one child to another.

Click on number to see attendance code and date of absence or tardy.

Explore the various tabs to view assignments, attendance, student schedule and set your email notifications.

Features that are currently not being used are crossed out.

The screenshot shows a mobile application interface with a dark blue header. The left side is a 'Menu' with a list of items, each with an icon and a right-pointing arrow. The right side is a 'Dashboard' with a 'Filter' button and a table. A red arrow points from the text on the left to the 'Menu' section. Several items in the menu are crossed out with blue lines: 'Fees/Meals', 'Activities', 'Live Feed', 'Summaries', and 'Calendar'. The table in the dashboard has columns for 'E1', 'S1', 'Q3', 'Q4', 'E2', 'S2', 'Y1', and 'Abs'. The data in the table is as follows:

E1	S1	Q3	Q4	E2	S2	Y1	Abs
--	C 75						0
--	B- 82						1
							0
							0
--	A- 90						0
							0
--	A 97						1
							0
							0
--	A 100						0
							0
--	A 100						0
							0

**THANK YOU FOR YOUR  
PARTICIPATION IN THE  
POWERSCHOOL  
PARENT PORTAL!**