



# POWERSCHOOL

## Student Information System (SIS)

PowerSchool is our official student information database. All **final grades** are entered here, as well as attendance and historical information. Student transcripts are generated from grades in PowerSchool.

- ☑ Grades & Attendance → schedules
- ☑ Grade History
- ☑ Attendance History
- ☑ Register for classes during registration windows
- ☑ Community Service hours
- ☑ Forms → bus information
- ☑ Balance → check for fines
- ☑ Students may access some textbooks (e.g. Pearson math books)



<https://powerschool.psd3.org/public>

### Student Access

1. Use link above
2. Type username
3. Type password  
(first-name-initial + student number + last-name-initial...  
example: a123435z)

### Parent Access

Use link above and the Parent Portal username/password. You can reset your credentials by clicking “[Forgot Username or Password?](#)”

For help with Parent Portal email: [helpdesk@psdr3.org](mailto:helpdesk@psdr3.org)



# CANVAS

## Learning Management System (LMS)

Canvas is the digital classroom and teacher grade book for **daily grades**.

- ☑ See grades and view feedback on assignments
- ☑ See assignment descriptions
- ☑ Access all digital course content and (students) submit assignments
- ☑ Customize notifications
- ☑ Message teachers

At the end of a grading period/term, teachers will enter the final grade from Canvas into PowerSchool as an official grade.



### STUDENTS WEBSITE ACCESS:

<https://pattonville.instructure.com>



### PARENTS/OBSERVERS WEBSITE ACCESS:

<https://pattonville.instructure.com/login/canvas>



Students can also use the Canvas Student App on an iPad or mobile phone to use Canvas.

Parents/Observers can use the Canvas Parent App on a mobile device also. *It's best to use the website to avoid the 404 Error when clicking on a notification.*

### Canvas Help Guides

- [Canvas Parent App Video](#)
- [Canvas Student Guides](#)
- [Canvas Observer Guides](#)





# Canvas Observer Accounts

Parents/guardians or teacher mentors can sign up as an observer in Canvas and link their account to a students' accounts. Observers can view the course content but cannot participate.

## A New Observer Account

Observer website: <https://pattonville.instructure.com/login/canvas>

If asked to select a role, choose the Parent/Guardian button

Click here if you are a **PARENT/GUARDIAN**

Parent of a Canvas User?  
[Click Here For an Account](#)

Login

Password

Stay signed in

[Forgot Password?](#)

If you do not already have a Canvas Account, click here.

Fill in information

Parent Signup

Your Name

Your Email

Password

Re-enter Password

Student Pairing Code [What is a pairing code?](#)

[View Privacy Policy](#)

1. Students go to their account at [pattonville.instructure.com](https://pattonville.instructure.com)
  2. Click Account
  3. Click Settings
  4. Click "Pair With Observer"
- The pairing code is good for seven days. After that a new code must be generated.*

## An Existing Observer Account

Parent of a Canvas User?  
[Click Here For an Account](#)

Login

Password

Stay signed in

[Forgot Password?](#)

Login with the credentials you created

PP Penny the Pirate

PP Penny the Pirate

PP Pete the Pirate

+ Add Student

Use dropdown at top of dashboard to select student or add student

## Customize Observer Account

Add other contact methods (e.g. a phone number for SMS text notifications)

→ Settings Account

Change your notification settings to your liking:

→ Notifications Account

Add or remove a student account:

→ Observing Account



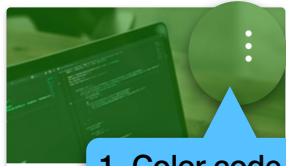


# Tips for Canvas Observer Success

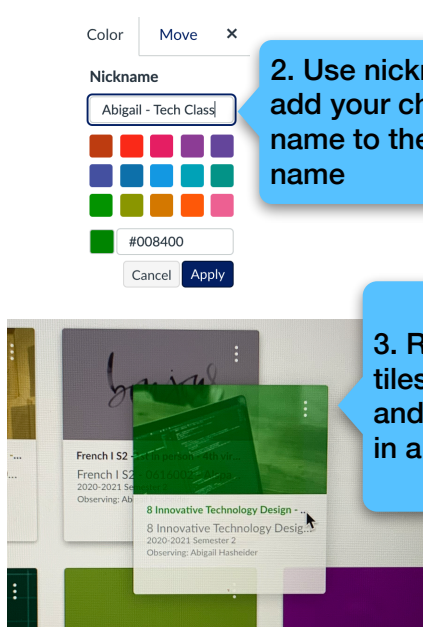
## Customize Your Dashboard



**Dashboard** If you are observing more than one student, try organizing your dashboard. *This does not affect what your child sees.*



1. Color code each child's course tiles by clicking the three dots : at the top right of the image.



2. Use nicknames to add your child's name to the course name

3. Rearrange course tiles by dragging and dropping them in a preferred order.

## Navigating Canvas



**Dashboard** The dashboard shows course tiles and a "coming up" section that lists assignments in order of due date.

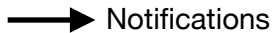


- ▶ The "Calendar" will display assignments quizzes, and other course activities that teachers have created in their courses that have due dates.
- ▶ Calendars can be viewed by week, month, or agenda.
- ▶ On the right, toggle a calendar on or off by clicking the color swatch next to the course name
- ▶ Calendar shows 10 courses at one time.
- ▶ **Pro Tip:** consider color coding courses for each child. The color of the tile on the dashboard will match the calendar color.

## Adjust Notifications



**Account**




**Notifications**

Select how often and for what things you would like to be notified.



**Inbox**

- ▶ Message teachers 
- ▶ View course announcements
- ▶ Filter messages/announcements by course