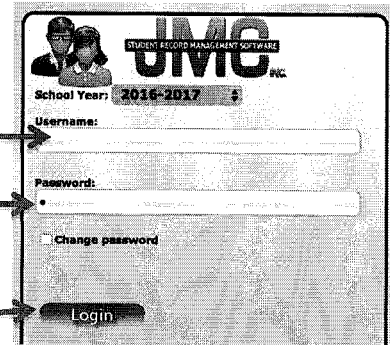


JMC Online Parent Quickstart Guide

By using a web browser, parents can log into JMC's Online Parent to view data for their children. Please note that your school may not use all of the features below. The link to Online Parent (sometimes referred to as the Parent Portal) will be provided by your school. When you click on the link it will bring you to a page like the one below.

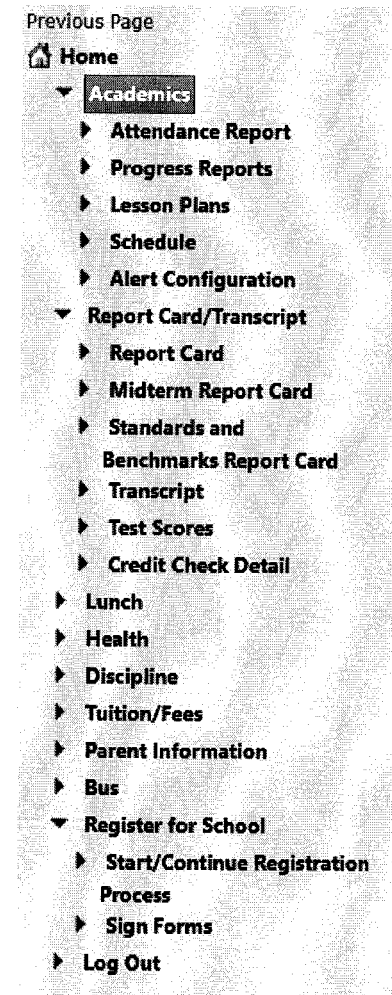
Enter your username in this field. Your Username is your last name as the school has it listed.

Enter your password in this field. Your Password is assigned by the school. Contact your school if you do not know your password.



Click the "Login" button.

After the Login you will see the menu items below on the left side of the page.



Here are the options available in Online Parent.

Simply click on the item you wish to view.

See the "Alert Configuration" guide on the following page.

Alert Configuration

When you click on the “Alert Configuration” link you will see a page like the one below. This page allows you to enter settings that allow you to receive automatic alerts if your family has a low lunch balance, if your student is absent or tardy, if your student is missing an assignment, or if your student’s overall percentage for a course drops below the specified percentage. This is a brief description of the settings.

Set a **Low Balance Limit** in this field and you will receive a daily email if your lunch account falls below this limit.

Check these boxes to receive an email when your student is marked absent or tardy

Check this box if you want to receive an email when your student is missing an assignment.

Fill in a percentage in this box for each course. If your student falls below the percentage in that course an email will be sent to you.

Family Lunch Balance Alert

Low Balance Limit: 5.00

Period Attendance Alert

Send an Email Alert when marked Absent

Send an Email Alert when marked Tardy

Missing Scores Alert

Send an Email Alert when Missing Scores

Grade Alert

If your child's grade percentage is below the percentage you enter for a class, an Email Alert will be sent to you.

Fill Percentage Column

Percentage	Term	Period	Course
65.00	Sem1	1	Language Arts - PF
70.00	Sem1	2	Math

On the top left corner of each screen click on a student’s name and it will show you all of your students so you can choose the one you want to view information for.

Bernadone, Francis M

Bernadone, Jim

Bernadone, Judy

Term	Period	Course
Sem1	1	Language Arts - PF

To log out of Online Parent click the “Log Out” link on the lower left corner

- ▶ Tuition/Fees
- ▶ Alert Configuration
- ▶ Health
- ▶ Student Registration
- ▶ **Log Out**