

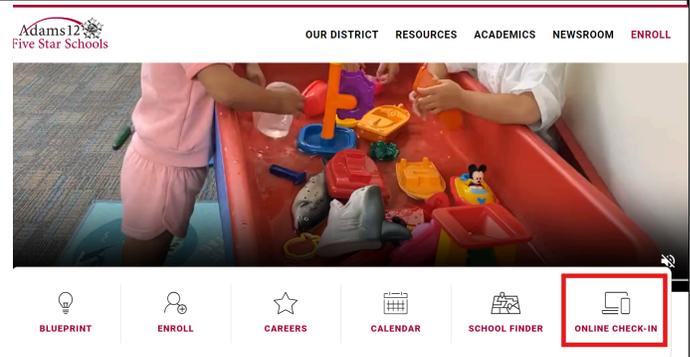
Campus Portal Guide for Online Check-in & Student Schedules

This guide documents how to navigate the parent portal to complete Online Check-in and find student schedules.

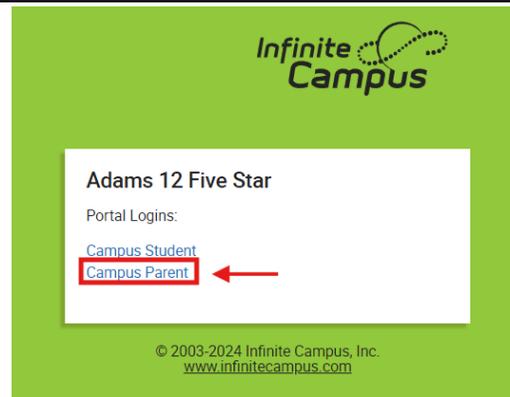
Portal users have the ability to navigate the Portal in English, Spanish, Simplified Chinese, or Traditional Chinese. While general Portal information is translated, student-specific data is only displayed in English.

Access the Campus Portal

1. Open an internet browser and navigate to the Adams 12 Five Star Schools home page: www.adams12.org.
2. Click on '**Online Check-in**' quick link from the home page.



3. Select '**Campus Parent**' from the portal logins page.



4. Enter your parent portal Username and Password. Click **Log In**.

The screenshot shows the 'Campus Parent' login form for Adams 12 Five Star. The form has a green header with the text 'Campus Parent' and 'Adams 12 Five Star'. Below the header is a 'Staff Log In' button. Underneath is a horizontal line with 'OR' in the center. Below that are two input fields: 'Parent Username (Required)' and 'Password (Required)'. Both input fields are highlighted with a red rectangular box. At the bottom of the form is a blue 'Log In' button.

To Create Your Portal Account

1. From the login page, Click **“Need an account?”**
2. To set up your new account, the following information is required:
 - a) Your child’s **Student Number**. Depending on the school, this number might be found on the student’s ID card, a report card, or used as a lunch number. The number can also be obtained by contacting the student’s school.
 - b) Your **email address**.
3. Enter the **captcha** text at the bottom of the screen (letters are not case sensitive).
4. Click **Sign Up!**
5. A message will be sent to your email account, in which you can click the activation link to create a password and continue the sign-up process.
6. If the information you entered cannot be confirmed, a new screen will appear that requests further validation. If still unsuccessful, please contact your student’s school.

Campus Parent

Adams 12 Five Star

_____ or _____

Parent Username (Required)

Password (Required)

[Need an account?](#) ←

[Forgot Password?](#)

[Forgot Username?](#)

[Help](#)

[Log in to Campus Student](#)

PARENT SIGNUP FORM

Welcome! Please complete the information in the form below to create a Parent portal account. After you entered with the final steps necessary to create your account.

Student Number:

(also known as Student ID, a 6 or 7 digit number)

Parent Email Address:

(enter the email address you provided during student registration)



Generate New Image

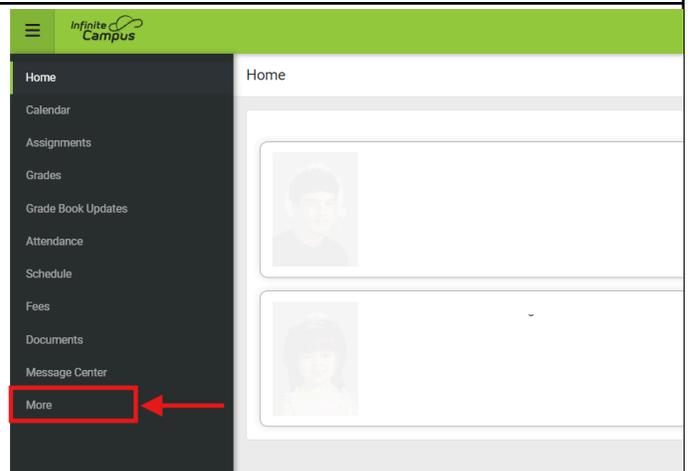
enter the code you see in the image (code is not case sensitive)

Online Check-in Navigation

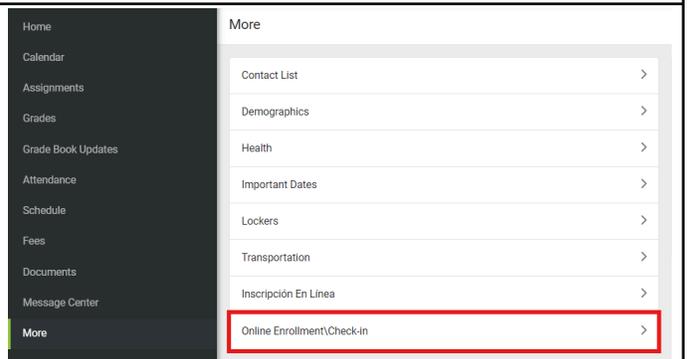
1. After logging in to your parent portal, click on the menu icon  at the top right of the main page.



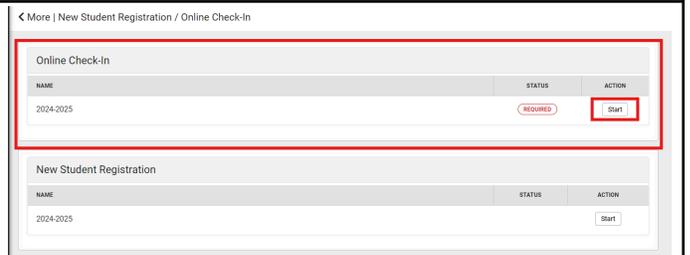
2. From the home menu, select **“more”**



3. Select **Online Enrollment/Check-in**



4. Click on the **“start”** button under the **Online Check-in** option.



5. Click "**Begin.**" Follow the screen prompts to complete Online Check-In.

Note: If you do not have the option to begin online Check-in for your student, please contact the parent support line at 720-972-2003 or your student's school.

< New Student Registration / Online Check-In | Online Check-In

Online Check-In During this process, you will be verifying household, parent/guardian and emergency contact information for all applicable school website for additional information. Below is a list of all students in your household that are currently enrolled in information you may need in order to complete this process.

If you require assistance at any time during the application process click the Help image in the top right hand corner. When you a

STUDENT NAME	GRADE	CAN I CHECK-IN THIS STUDENT?	EXCLUSION REASON/INCLUDED
	10	yes	Included
	PS	yes	Included

Begin

Student Schedules

1. To find your student's schedule, navigate back to "**more**" from the home menu
2. From the Quick Links section to the right of the screen, select "**Adams 12 Tools**"

Infinite Campus

Home

Calendar

Assignments

Grades

Grade Book Updates

Attendance

Schedule

Fees

Documents

Message Center

More

Home

Quick Links

- Adams 12 Five Star
- Hunters Glen Elementary
- Mountain Range High
- Adams 12 Tools**
- Online Choice Application
- Pay Student Fees
- Schoology Pilot Portal Access

3. Select "**Student Schedules**" under **Reports.**

Note: Student Schedules will be available on **August 2nd** for families that complete Online Check-in.

Adams 12 Tools

Reports

- Assessment
- Consolidated Bill
- Gifted And Talented
- Report Card
- Student Schedules**