

Overview: This document provides an overview for how to use and navigate the Parent Portal platform in Focus. Parent Portal is a resource parents/guardians use to access student data online or via mobile devices.

IMPORTANT

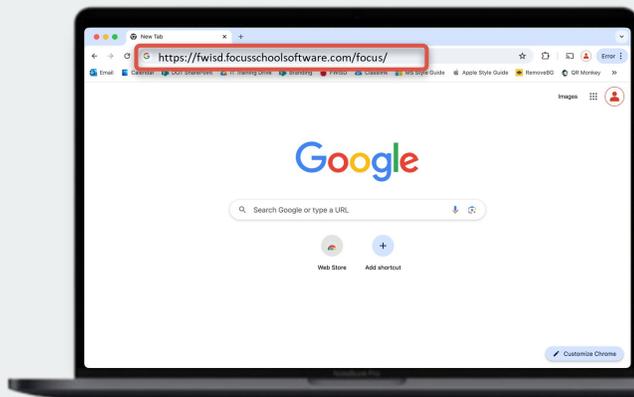
Parent Portal accounts must be created in order to navigate Focus. For steps to set up a Parent Portal account view the following quick reference guides:

- [Creating a Parent Portal Account](#)
- [Crear una Cuenta en el Portal para Padres](#)

LOGIN OPTIONS

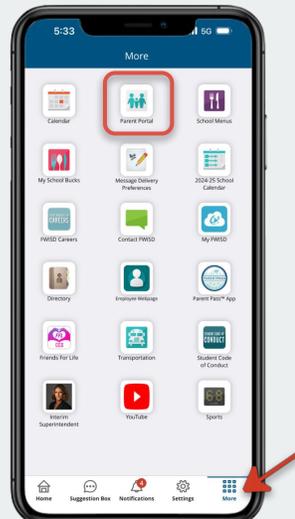
WEB BROWSER

Option 1: Navigate to <https://fwisd.focusschoolsoftware.com/focus/>. Sign in using the previously created Parent Portal email address and password.



MOBILE APP

Option 2: Login using the FWISD mobile app. Click the **More** tab and select **Parent Portal**.



Overview: This document provides an overview for how to use and navigate the Parent Portal platform in Focus. Parent Portal is a resource parents/guardians use to access student data online or via mobile devices.

PORTAL LAYOUT

Click *FWISD Logo* or **Portal** to return to the homepage at any time. Clicking each tab will open more pages of information centered around that main topic. The Child Menu includes forms and information relating to the individual student.

The desktop interface shows a top navigation bar with the Fort Worth ISD logo, a 'Portal' button, and a user profile dropdown. A left sidebar contains 'Page Tabs' (Portal, School Info, My Profile, Communication, Preferences, Calendar, Forms) and a 'Child Menu' for a specific student (Student Name, Child Info, Class Schedule, Class Requests, Grades, Progression Plan, Test History, Standard Grades, Absences, Attendance, School Choice, Forms Summary, Gold Seal Programs and Schools of Choice Application 2025). A 'Logout' button is at the bottom left. The main content area features 'Announcements' (District & School Announcements, News, Events, Alerts) and a 'Child Block' (Student Name, 000-School Name, TEAS ASSESSMENT, Grades, News, Planner, Reports, and a table of course performance).

Pd	Course	Teacher	Ex	Unx	Tardy	Grade
01	Art 4		0	0	0	E
02	English Language Arts and Reading 4		0	0	0	83% B
03	Conduct 4		0	0	0	N

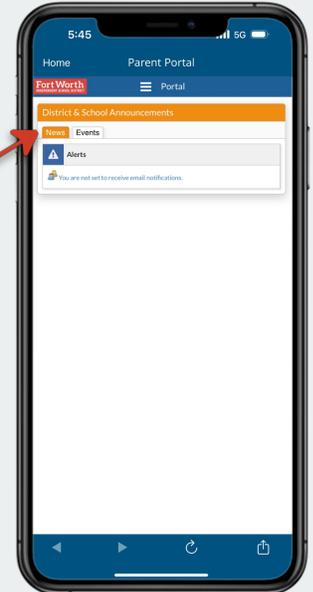
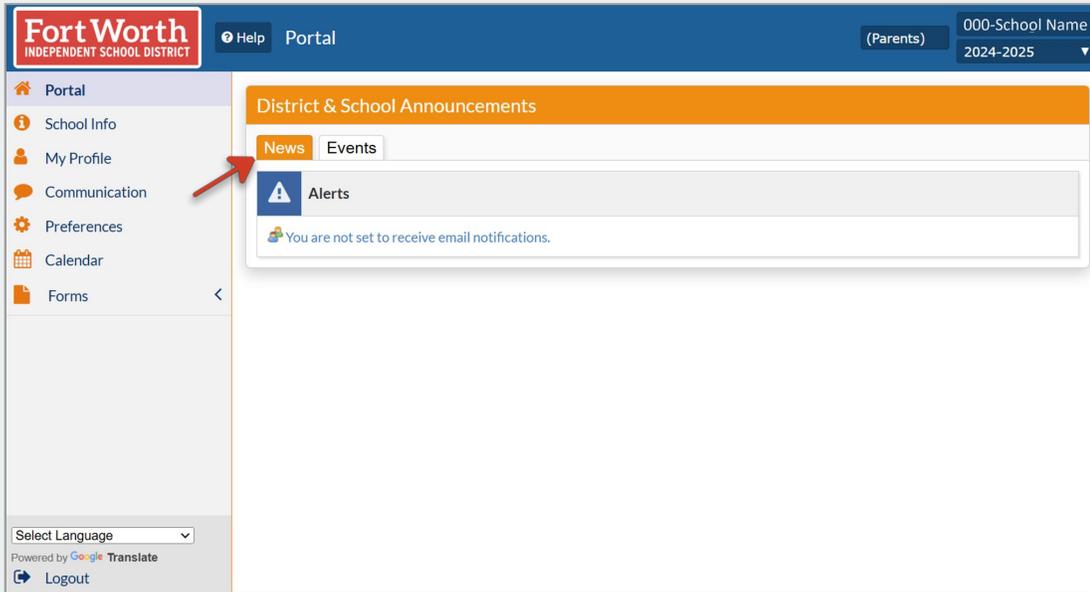
Navigation Menu

The mobile interface mirrors the desktop layout but is optimized for a smaller screen. It shows the same navigation menu, announcements, and student data block. The 'Navigation Menu' callout points to the hamburger menu icon in the top right of the mobile app.

Overview: This document provides an overview for how to use and navigate the Parent Portal platform in Focus. Parent Portal is a resource parents/guardians use to access student data online or via mobile devices.

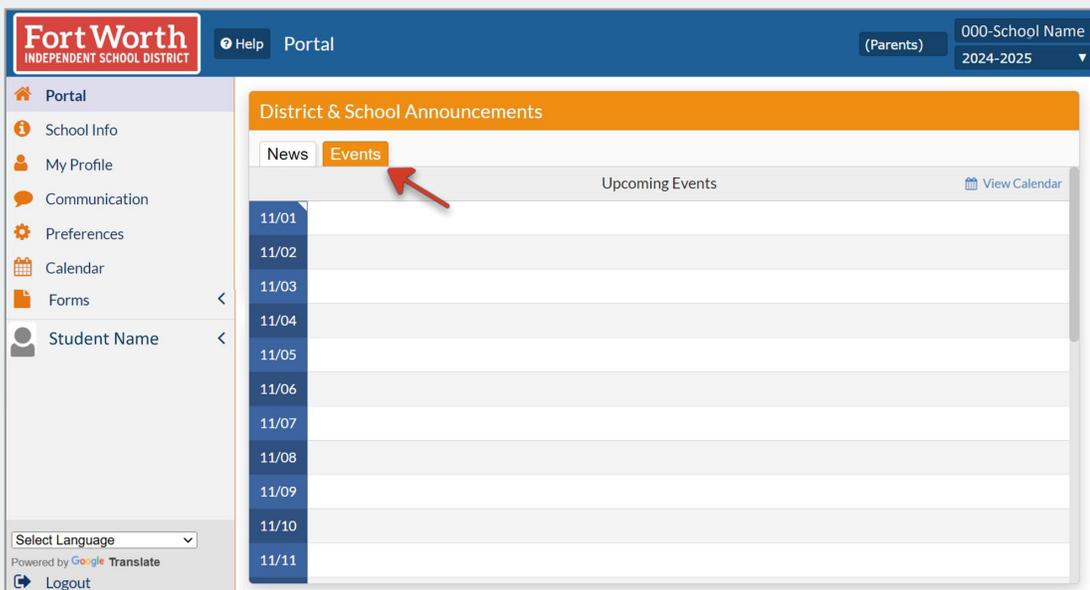
PORTAL: DISTRICT & SCHOOL ANNOUNCEMENTS NEWS

The News tab automatically displays on the Portal tab and shows important message Alerts that need attention as well as important District & School Announcements.



EVENTS

The Events tab displays upcoming campus-specific public events. Check with the campus to see how events are typically shared as they may be listed on the school website instead of Parent Portal.

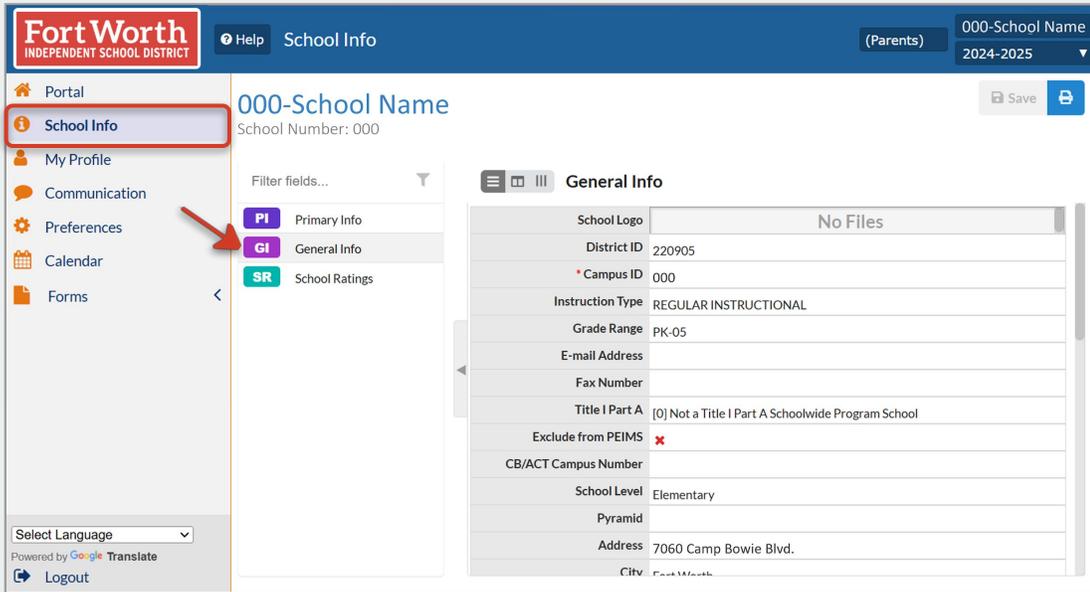


Overview: This document provides an overview for how to use and navigate the Parent Portal platform in Focus. Parent Portal is a resource parents/guardians use to access student data online or via mobile devices.

SCHOOL INFORMATION

GENERAL INFORMATION TAB

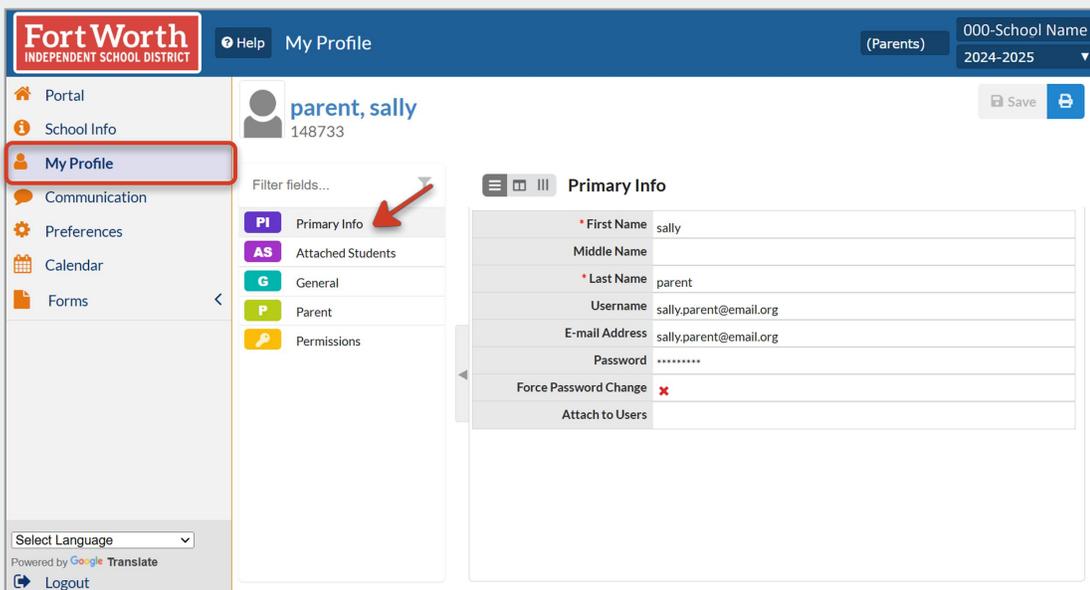
Users can view school information. The default *General* view shows the following important campus information: address, principal name, and campus phone number.



MY PROFILE

PRIMARY INFO TAB

In the *Primary Info* view, users can view and verify personal primary information and email address. *Note: Contact the campus data clerk if any changes need to be made to primary information.*



Overview: This document provides an overview for how to use and navigate the Parent Portal platform in Focus. Parent Portal is a resource parents/guardians use to access student data online or via mobile devices.

MY PROFILE CONTINUED

ATTACHED STUDENTS TAB

Click **Attached Students** to easily view attached student information including student ID number, campus, and grade level.

Attached Students

Student ID	Last Name	First Name	Enabled	Enrolled School	Enrolled Gradelevel
0000001	Last	First	Yes	000-School Name	4th
0000002	Last	First	Yes	000-School Name	9th



COMMUNICATION

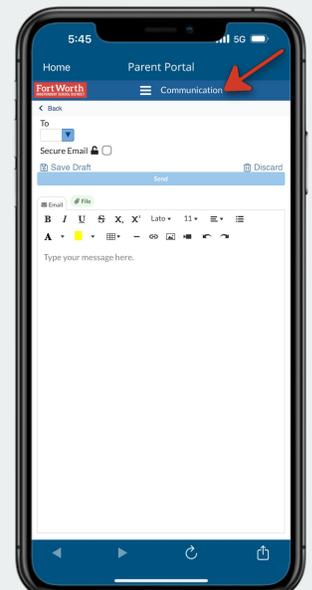
While in the *Inbox* view, users can see all messages that have been sent and received. Click **Compose** to send direct messages to classroom teachers that provide direct instruction to the student.

Compose

To: [] Secure Email [] Save Draft Discard Print Send

Email Attach File

Type your message here.

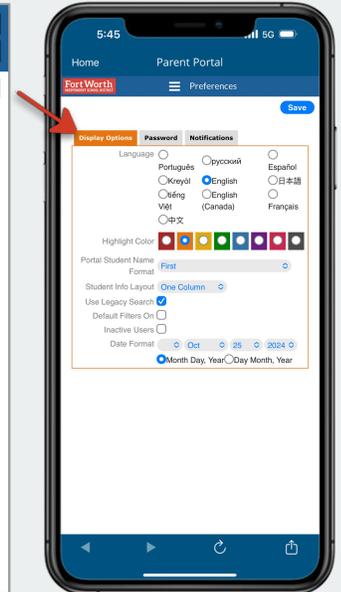
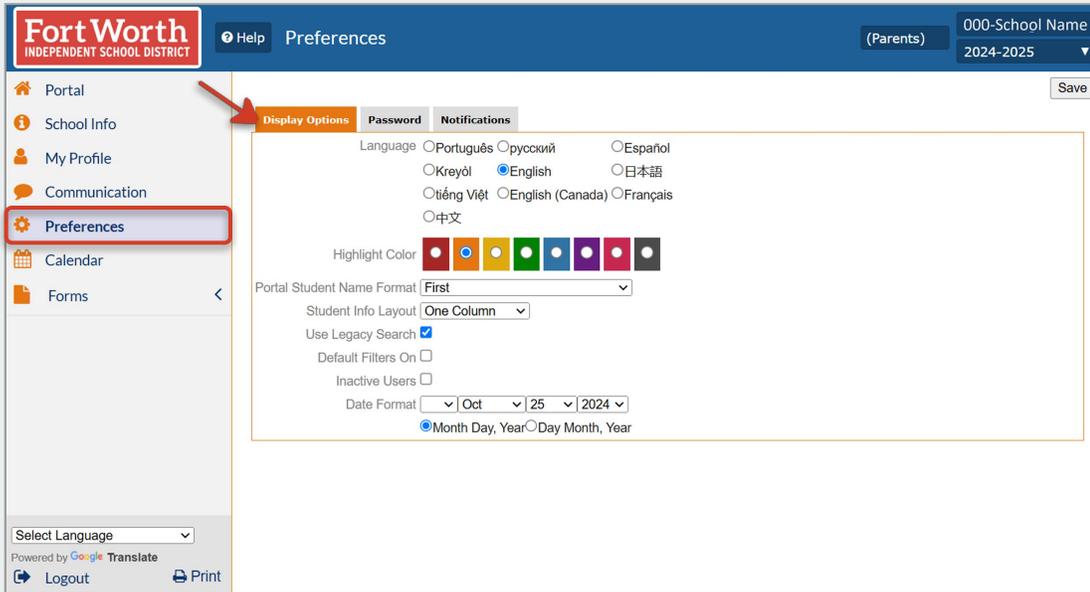


Overview: This document provides an overview for how to use and navigate the Parent Portal platform in Focus. Parent Portal is a resource parents/guardians use to access student data online or via mobile devices.

PREFERENCES

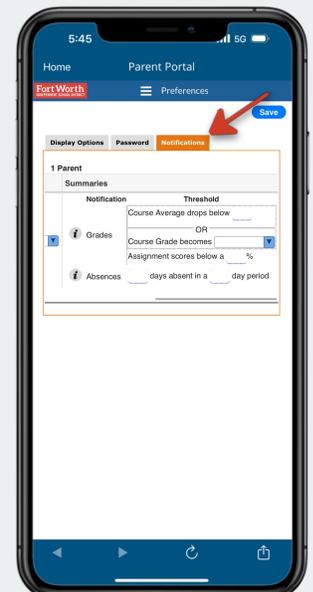
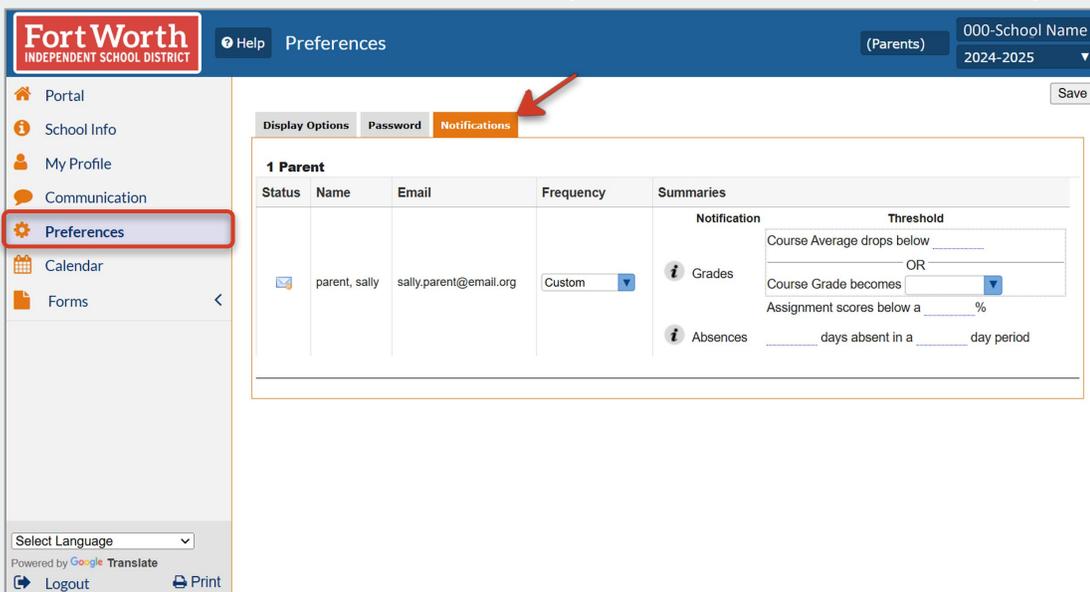
DISPLAY OPTIONS TAB

In the Display tab users are able to customize options such as language, highlight color, name format, and date format.



NOTIFICATIONS TAB

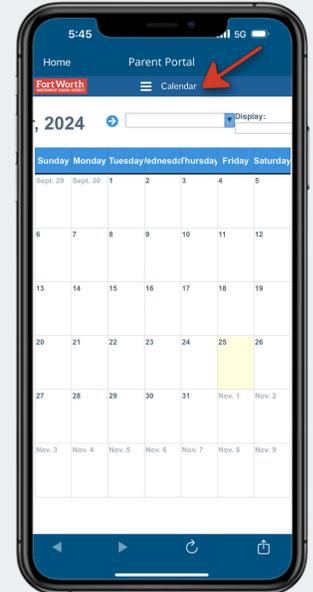
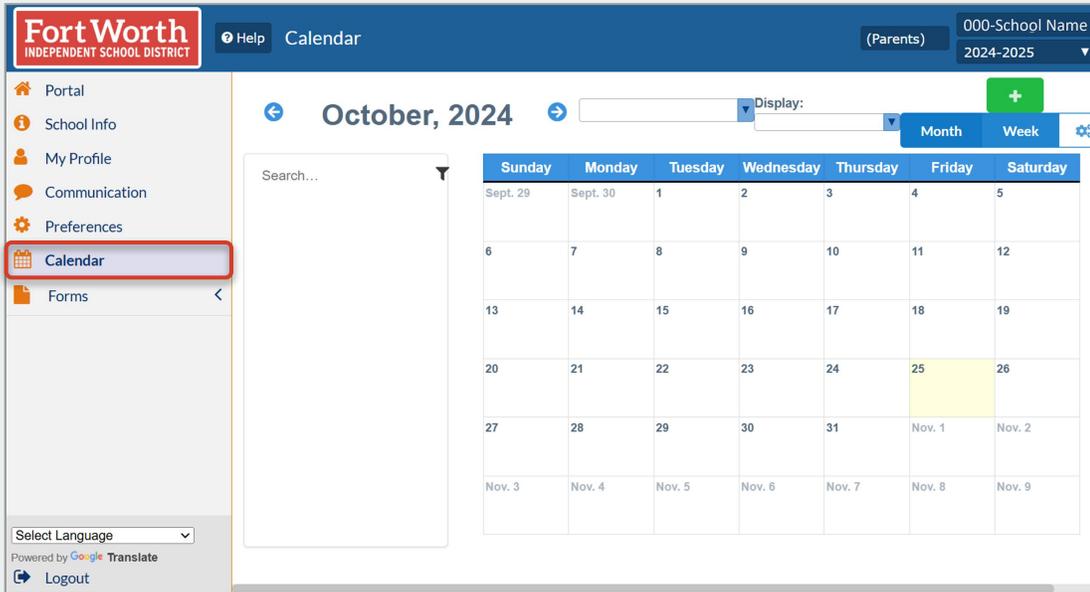
Users can adjust notifications settings and frequency based on their preferences. Users can set up custom notifications to receive notifications if student grades or attendance fall outside of a parent determined threshold.



Overview: This document provides an overview for how to use and navigate the Parent Portal platform in Focus. Parent Portal is a resource parents/guardians use to access student data online or via mobile devices.

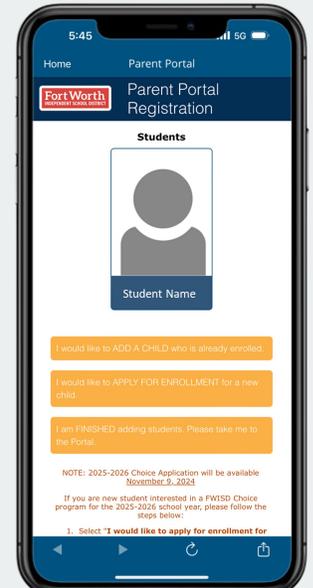
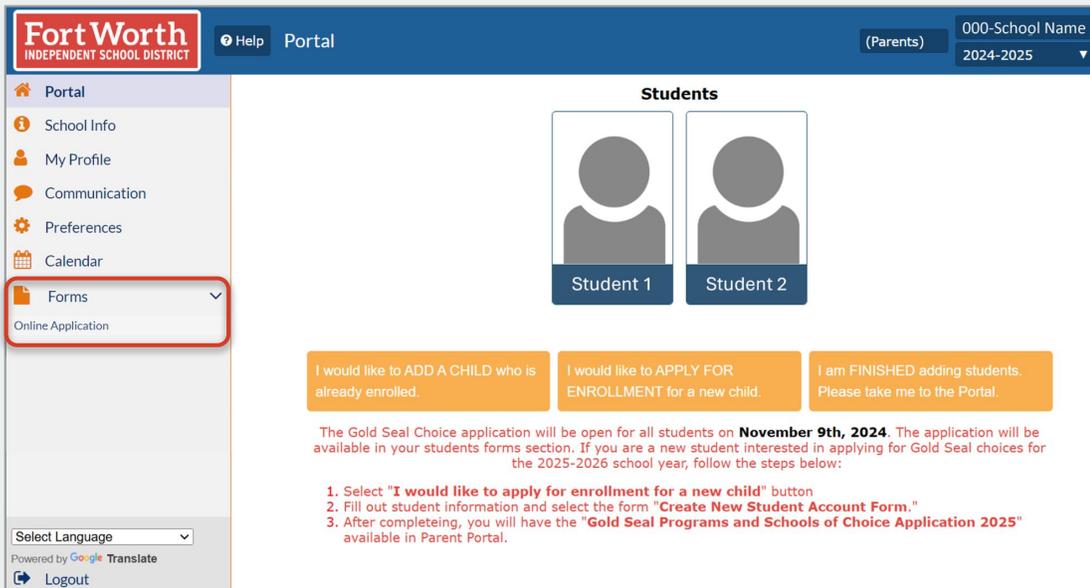
CALENDAR

Users may view and filter displayed assignments, conferences, and important dates. Events displayed on the calendar may vary based on campus or teacher use.



FORMS

Users may view available online applications. By completing the *Online Application*, users easily connect a currently enrolled child to their Parent Portal account or apply for enrollment for a new student.



Overview: This document provides an overview for how to use and navigate the Parent Portal platform in Focus. Parent Portal is a resource parents/guardians use to access student data online or via mobile devices.

CHILD MENU

Linked students display at the bottom of the navigation menu. The *Child Menu* tab allows the user to access student-specific information such as *student info*, *Attendance*, *Class Schedule*, *Grades*, etc..

Note: The Golden Seal Programs and Schools of Choice Application is now available in the Child Menu.

Fort Worth INDEPENDENT SCHOOL DISTRICT | Attendance | (Parents) | 000-School Name | 2024-2025

Report Timeframe: 11/01/2024 - 11/30/2024 | Period 05 | Update

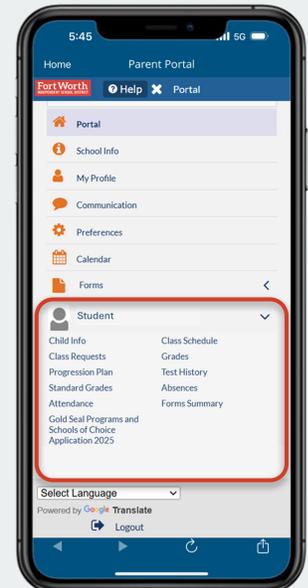
Student ID: [Save]

Attendance breakdown for [Summary] [Chart]

Export [Filters OFF]

Course	Absences	Att Periods	Sched Periods	Daily Att %	11/1	11/4	11/6	11/7	11/8	11/11	11/12	11/13	11/14	11/15	11/18	11/19
Daily Attendance	0	-	-	-	?	-	-	-	-	-	-	-	-	-	-	-
HRM4 (HRM4E)	0	1	1	100.0	?	-	-	-	-	-	-	-	-	-	-	-
Period 05 - 3 - Michelle S Tarver																
Total Present	1	out of 1		100.0%	1	0	0	0	0	0	0	0	0	0	0	0
Total Absent	0				0	0	0	0	0	0	0	0	0	0	0	0

Select Language | Logout



Fort Worth INDEPENDENT SCHOOL DISTRICT | Grades | (Parents) | 000-School Name | 2024-2025

Show All Years | Show All Schools | Show Progress Periods | Show Exams | Show Inactive Courses | Group By Course | Update | Print Assignment Grades

11 Records | Export [Filter: OFF] | Toggle Columns

Pd	Course #	Course	Teacher	Ex	Unx	Tardy	1ST	2ND	3RD	S1	4TH	5TH	6TH	S2	YR	Credits
01	ART4E	Art 4		0	0	0	E	100%								0
02	ELAR4E	English Language Arts and Reading 4		0	0	0	83%	B	52%	F						0
03	CON4E	Conduct 4		0	0	0	N	88%	S							0
04	HEA4E	Health 4		0	0	0	95%	A	NG							0
06	HWR4E	Handwriting 4		0	0	0	S	N								0
07	MAT4E	Mathematics 4		0	0	0	91%	A	77%	C						0
08	MUS4E	Music 4		0	0	0	E	100%	E							0
09	PHY4E	Physical Education 4		0	0	0	E	NG								0
10	SCI4E	Science 4		0	0	0	87%	B	70%	C						0
11	SOC4E	Social Studies 4		0	0	0	83%	B	68%	F						0
12	SPE4E	Spelling 4		0	0	0	78%	C	68%	F						0

Calculated grades are marked with *

Select Language | Logout

Overview: This document provides an overview for how to use and navigate the Parent Portal platform in Focus. Parent Portal is a resource parents/guardians use to access student data online or via mobile devices.

CHILD BLOCK

The *Child Block* displays individual student-specific data. This section allows users to quickly access the most commonly viewed student information including: Grades, News, Planner, Reports, and STAAR Assessment Scores.

Grades Tab

Users can view student's schedules including class period, teacher details, attendance, and current class average.

Pd	Rot	Course	Teacher	Ex	Unx	Tardy	Grade
01	A	HONORS GEOM 1AB		0	0	0	94% A
02	A	HONORS CHEM 1AB		0	1	0	97% A
03	A	SPAN 1AB		0	0	0	95% A
04	A	TH1PROD AB		0	0	0	100% A
05	B	AP HUMGEO AB		0	0	0	86% B
06	B	ENG 1AB		0	0	0	83% B
07	B	PRINBMF AB/H		0	0	0	100% A
08	B	SUB CHLDG 1AB		0	0	0	100% A

News Tab

Users can view the student's attendance alerts, posted assignments, assignment grades, and teacher posts. Newest information is displayed at the top of the News feed.

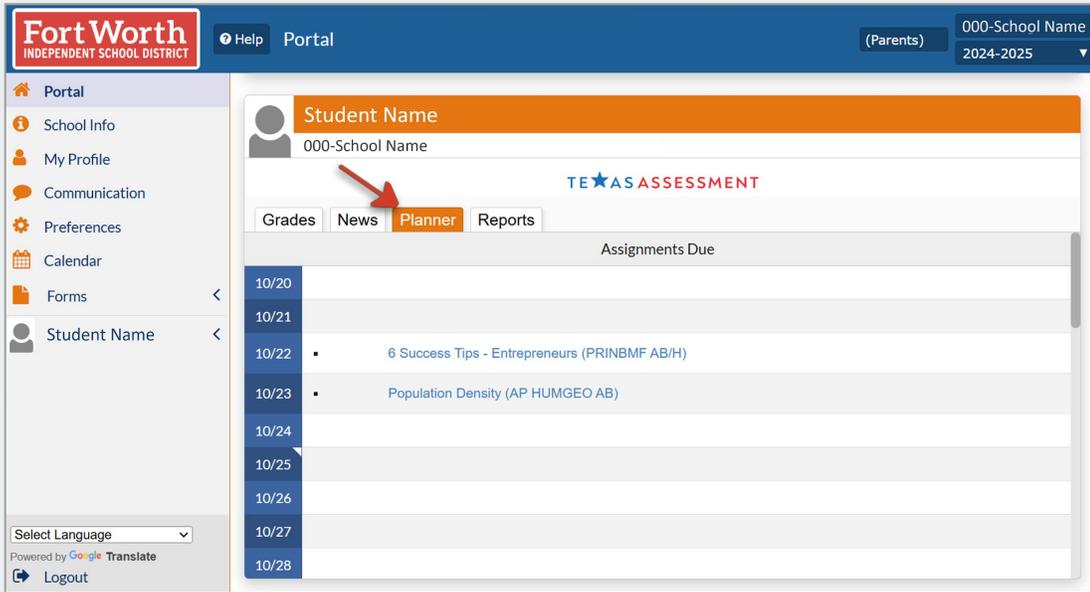
Grade	Date	Assignment/Event	Score/Status
A 100%	10/11 10:29 AM	CLUE Rehearsal (100/100) TH1PROD AB	100/100
A 100%	10/11 10:28 AM	CLUE Rehearsal (100/100) TH1PROD AB	100/100
A 100%	10/11	LOC - Period Attendance - On Campus PRINBMF AB/H	
A 100%	10/11	LOC - Period Attendance - On Campus ENG 1AB	
A 95%	10/10 3:09 PM	Analytical Essay (Graphic Organizer on Canvas) (95/100) ENG 1AB	95/100

Overview: This document provides an overview for how to use and navigate the Parent Portal platform in Focus. Parent Portal is a resource parents/guardians use to access student data online or via mobile devices.

CHILD BLOCK CONTINUED

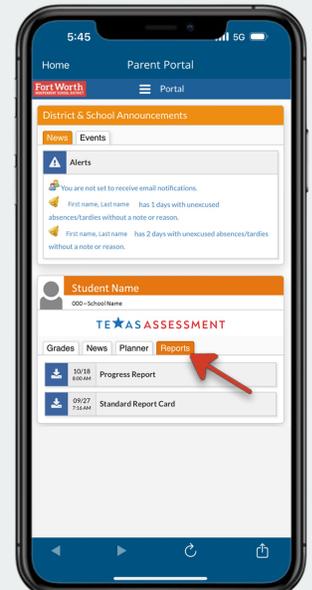
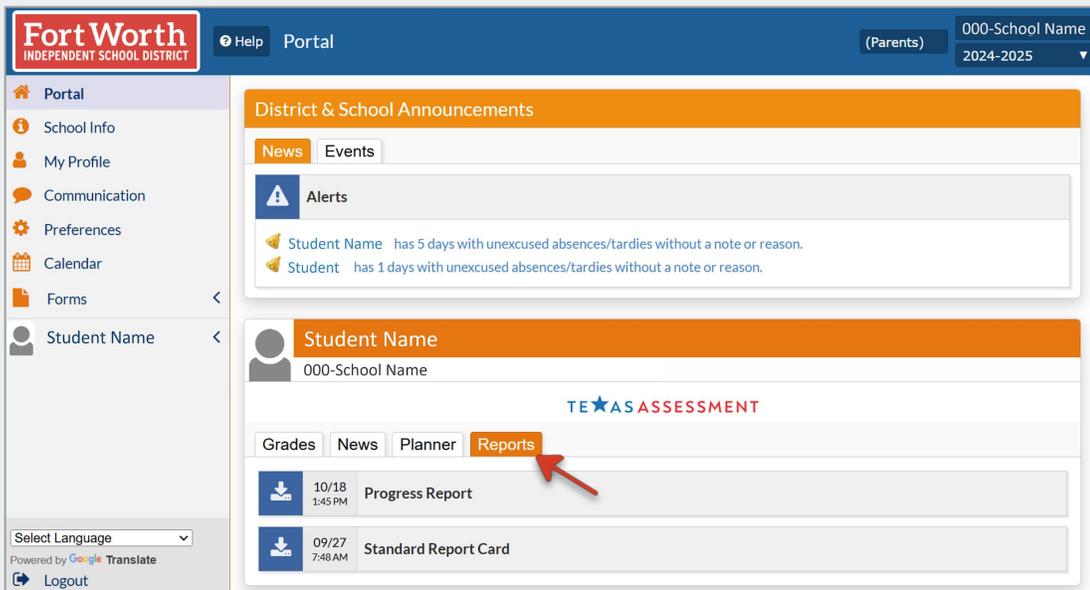
Planner Tab

Users can view upcoming assignment due dates to be aware of upcoming scheduled schoolwork. Click on the assignment name to view more information about the assignment.



Reports Tab

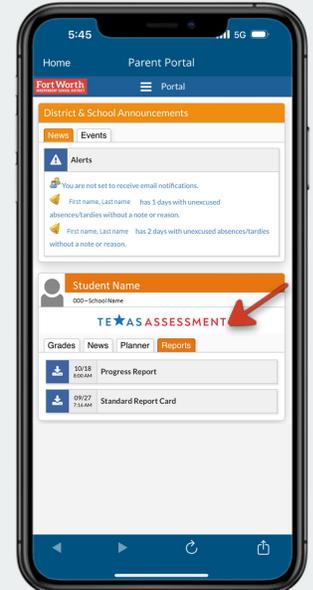
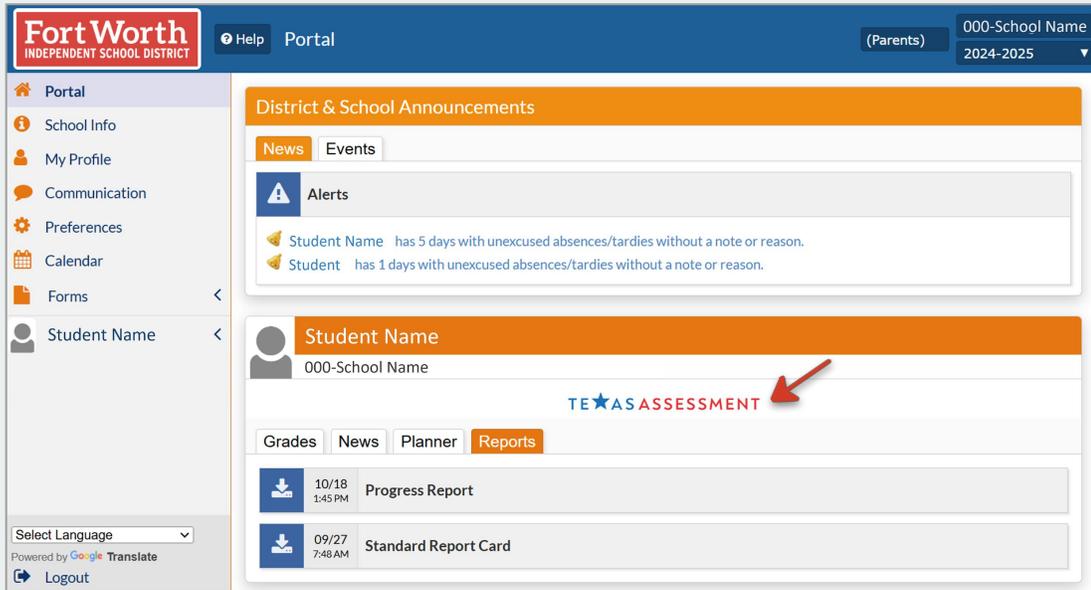
Users can access links to report cards, progress reports, and special education reports. Click on the desired report to view, download, and/or print a PDF version of the selected report.



Overview: This document provides an overview for how to use and navigate the Parent Portal platform in Focus. Parent Portal is a resource parents/guardians use to access student data online or via mobile devices.

ACCESSING STAAR TEST SCORES

Click the **TEXAS ASSESSMENT** icon to access the student's STAAR results.



STAAR RESULTS

Click **View Detailed Report** or **Download Detailed Report**. Reports will include performance levels, individual responses, and additional resources.

