



Using the Parent Portal for the Buzz Platform

Welcome to the Buzz Parent Portal, the following handout will get parents started in finding their way in and around the Buzz platform.

In the upper right corner sign in using the username and initial password that were provided to you.

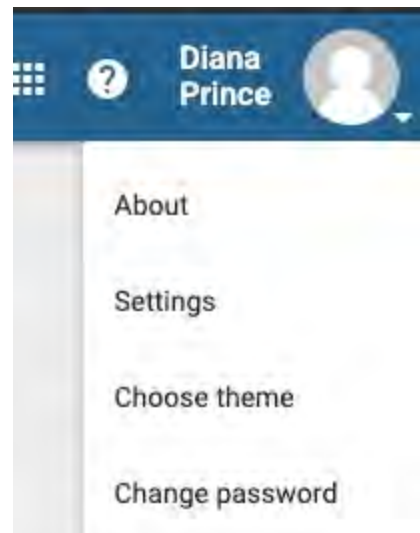
A blue login bar with two input fields labeled 'Username' and 'Password'. To the right of the fields is a 'LOGIN' button and a vertical ellipsis menu icon.

Once you are logged into the platform, go up to the upper right corner and click on the larger



person icon, .

In the drop down menu go down to where it says, “change password” to change your initial password to a more complex password that you will remember.



A form titled 'Change your password'. It contains three input fields: 'Current password', 'New password *', and 'Confirm new password *'. At the bottom are two buttons: 'CANCEL' and 'CHANGE PASSWORD'.



Some parents may come to the following screen, if there is more than one student.

Choose a student to observe



[Google Trainee Eight](#)

Simply click on the student's name that you wish to check up on to enter into their Buzz instance.



[Google Trainee Three](#)

You will see the course cards appear for the course that your student is currently enrolled in for the current school year/semester.

Let's take a look at the information a course card can provide you:

The image shows a course card for "English-Miss Prince". At the top is a circular logo with a yellow "W" on a blue background, surrounded by a red ring with white stars. Below the logo, the text "English-Miss Prince" is displayed. Underneath, it says "2019-2020 School Year" and "12/18/19 - 6/30/20". Further down, it shows "100% 25m" and "Current score". At the bottom of the card are two icons: a play button and a gradebook icon. Red arrows point from text labels to these elements: one to the play button, one to the gradebook icon, and one to the course title and dates. A fourth arrow points to the "Current score" text.

Student's current grade and how much time they have spent in the course.

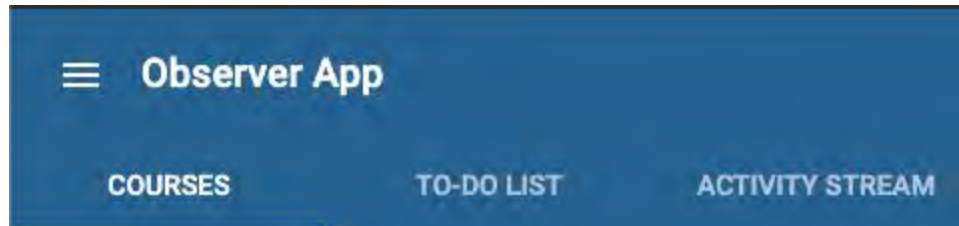
Title of course
Start Date
End Date

This icon will take parents into the gradebook for the student.

To enter the course click on the play button



At the top left of your screen you will see Activity Stream and a To-Do List.



Here you will be able to see any activities that have been handed back to your student, with grade and feedback. Under the To-Do list you will be able to see any projects, assessments, or homework assignments that have been assigned. If it says, "Past Due" underneath the assignment, it means that your student has not turned the assignment in and it is late. Once your student starts completing assignments they will disappear from the To-Do list.