

How can I view my student's ACCESS score report in the Campus Portal?

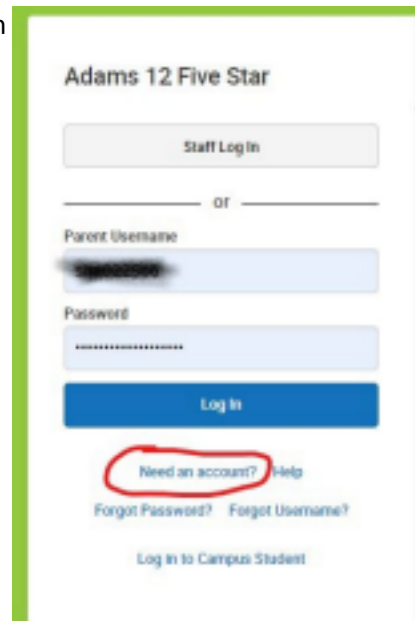
While the Adams 12 Five Stars School Campus Portal enables parents and guardians to monitor a range of information about their students, this guide specifically documents how to create a Portal account and where to find ACCESS scores.

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 "Parent Portal (IC)" under the Families button on the top of the page.
3. The Campus Portal 'Sign In' page will display. If you have an account put in your username and password and click **Log In**. If you do not have an account please follow the steps below to create your user account.

Create your User Account

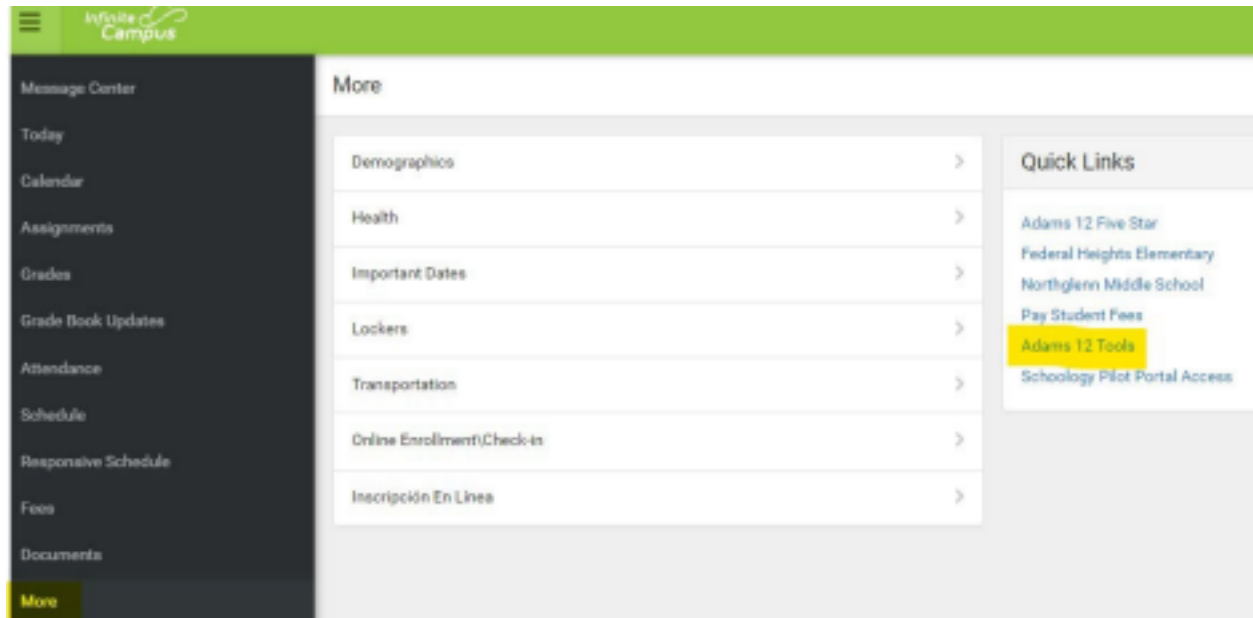
1. Click '**Need an account?**'
2. To set up your new account, the following information is required:
 - a. Your child's Student Number. Depending on the school, this number might be found on the student's ID card or used as a lunch number. You can also call your child's school to get this number.
 - 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. You can then click the activation link to continue the sign-up process.



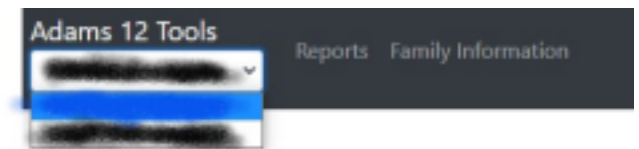
Finding ACCESS Scores in Campus Portal

Once logged in, click on **More** at the bottom of the Menu. Then click on **Adams 12 Tools** under Quick

Links.



If you have more than one student enrolled in the district, you can use the drop down at the top left of the screen to switch to a different student.



Select the + next to ACCESS Test Reports. This will make available the ACCESS score reports for each year your student took the test. You can select the current year ACCESS report to view the parent letter, parent guide and score report for your student.

