SCHOOLTOOL Guide to the PARENT PORTAL

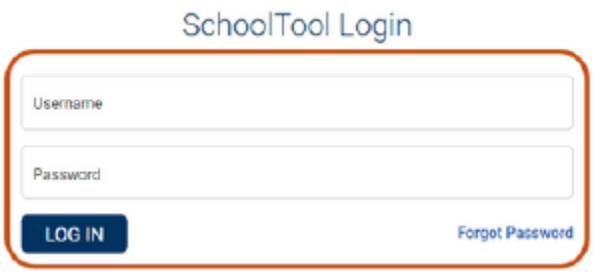
1. LOG IN

URL: https://nassau01.schooltool.com/RSIP

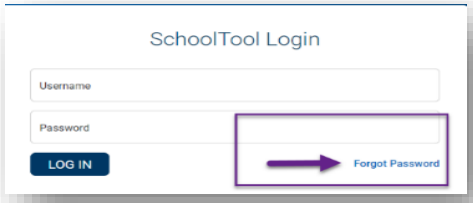
Username = Is the parent email address that was provided on the district application

Example: BSmith@gmail.com

Password = This is the temporary password that was emailed to you by SchoolTool



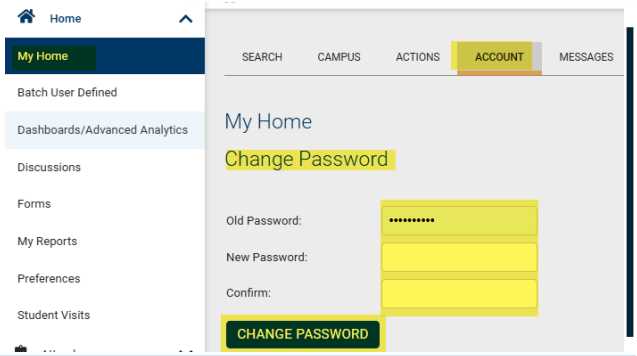
It's very important to change your temporary password! See directions below.



Note: If you did NOT receive a temporary password, at the login screen click on "Forgot Password." A new temporary password will be sent to your email address.

Changing your Password

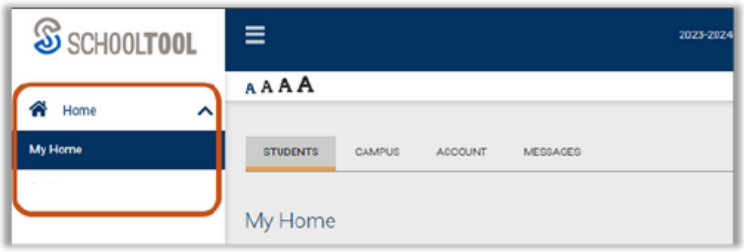
1. Go to My Home
2. Click on Accounts tab
3. Enter in Old Password
4. Enter in NEW Password
5. Confirm Password
6. Click on Change Password



2. THE SCHOOLTOOL MENU

Use the **menu on the left** to navigate between sub-modules, which may include My Home

My Home will allow you to view your student(s) and their information.

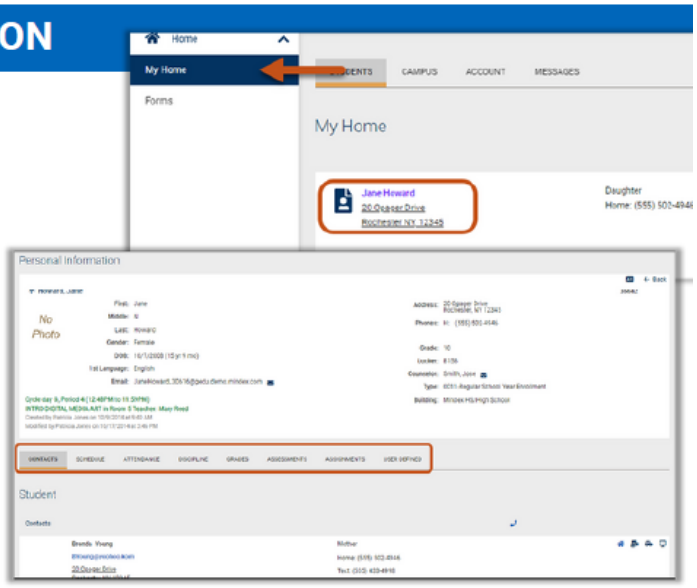


3. VIEWING STUDENT INFORMATION

Click on the **My Home sub-module.** Then click on the photo or name of the student you wish to view. This will bring you to the **student record**.

Here, you can view the **Personal Information** section at the top.

Underneath this area, you may select to view various **tabs for more information**, based on your district's settings.



SCHOOLTOOL

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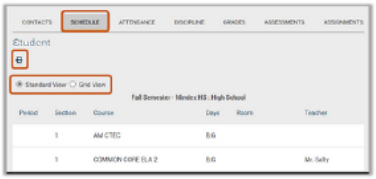
PARENT PORTAL TABS

***Note:** Tabs vary by district*

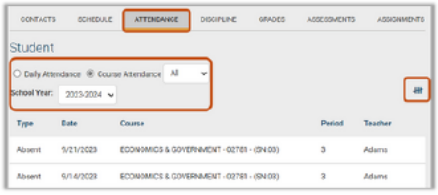
SCHEDULE TAB

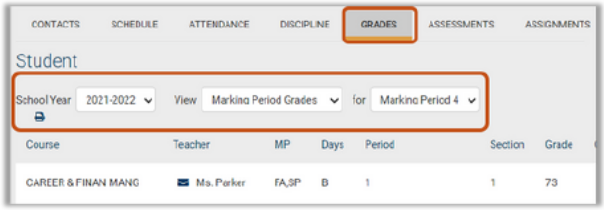
View the student schedule in Standard or Grid format. If enabled, click the printer to print the schedule.



ATTENDANCE TAB

View attendance data for Daily or Course Attendance by year. When viewing Course Attendance, click the button, to view attendance tallies.



GRADES TAB

View *published* student grades by year and marking period. If enabled, click the printer to print report cards.