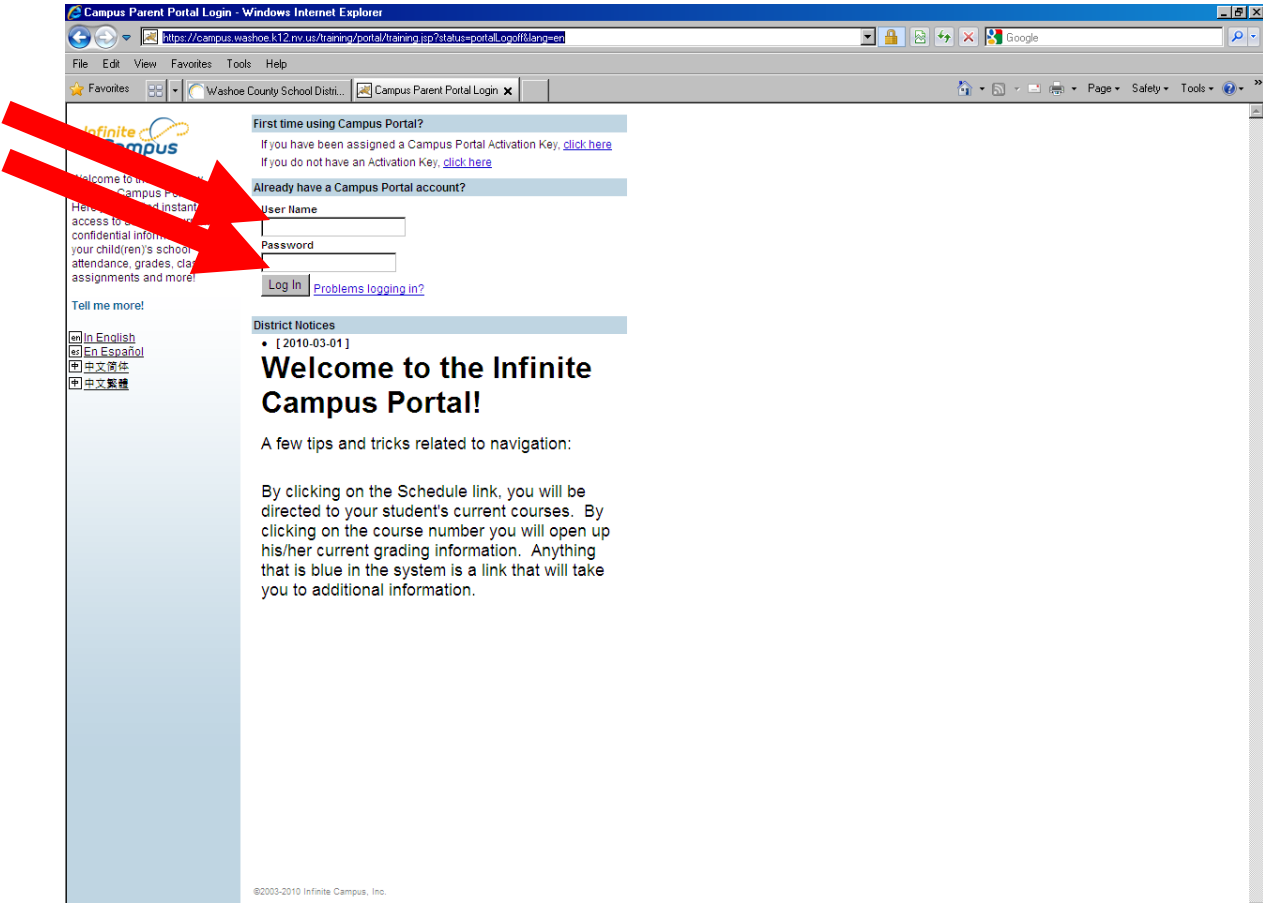
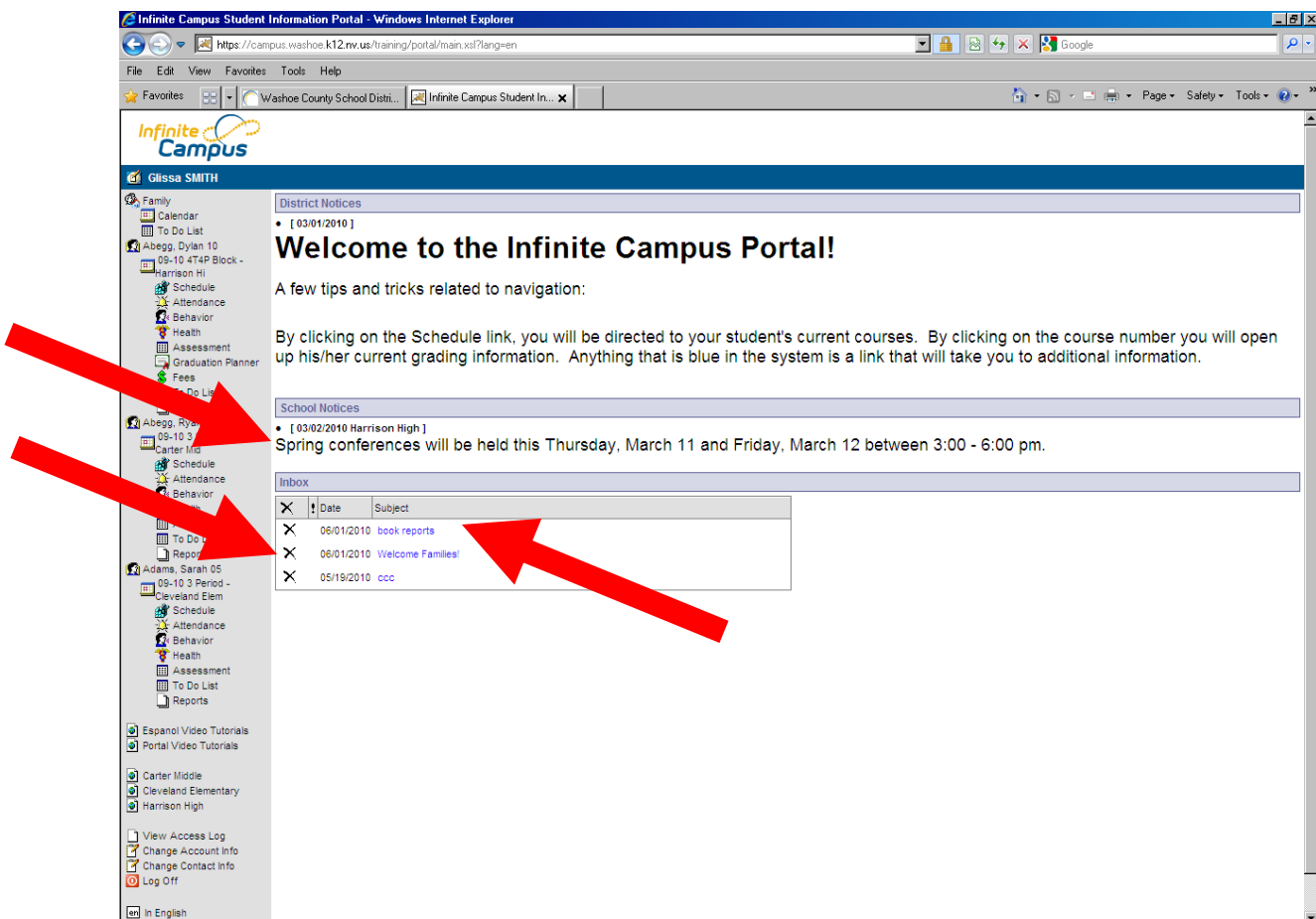




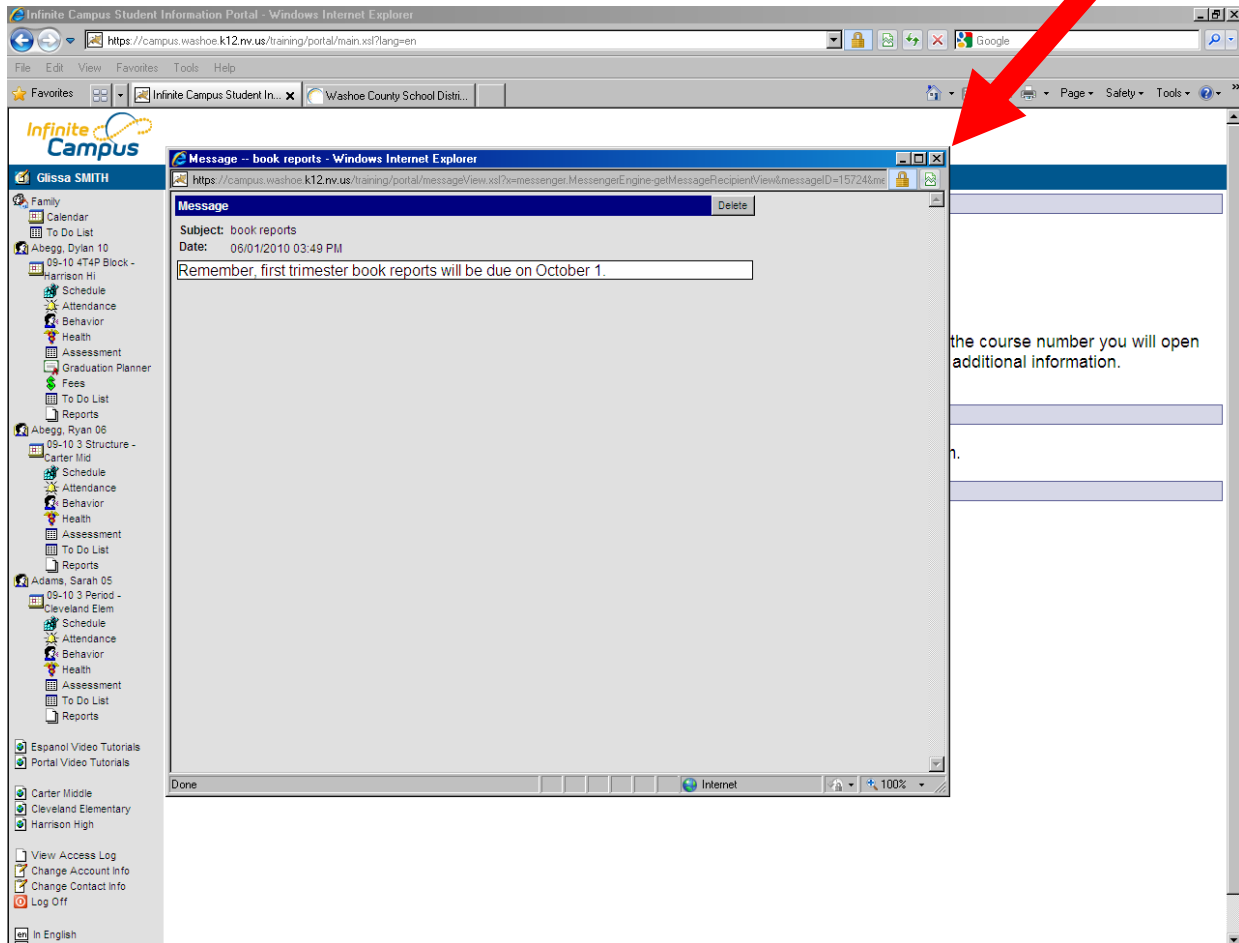
Instructions for Infinite Campus Parent Portal



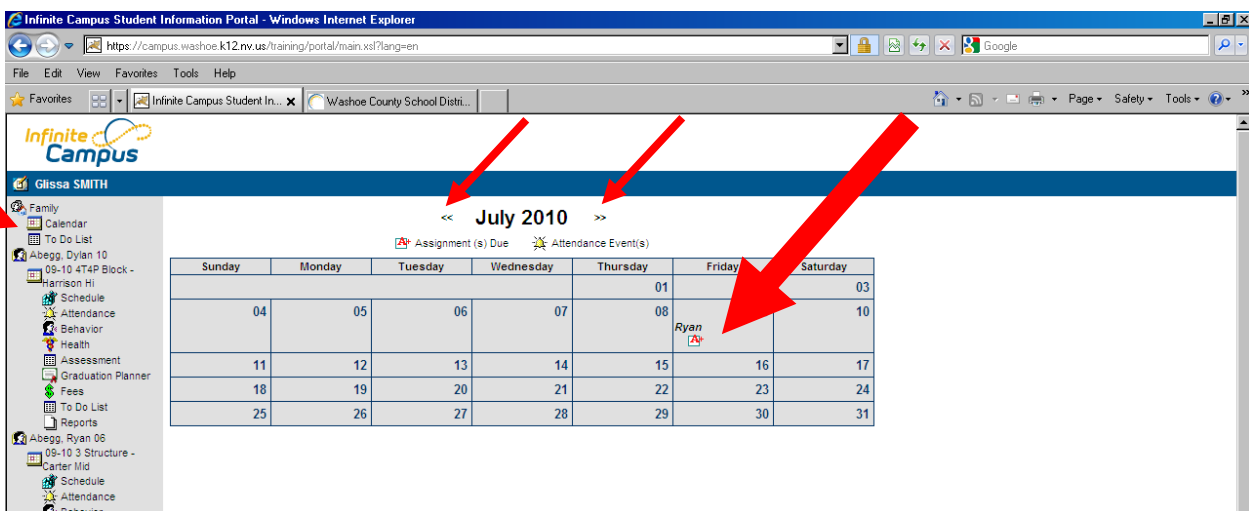
Step 1: Click in the white box next to “User Name:” Type in your User Name. Click in the white box next to “Password.” Type in your Password. Click on the “Log In” box.



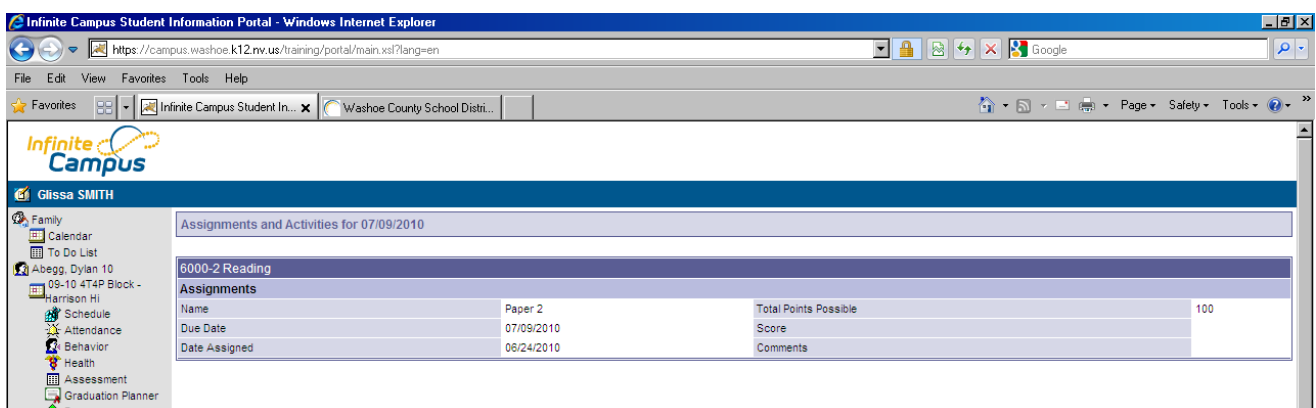
Step 2: Be sure to notice if there are **School Notices**. **School Notices** are messages that are sent to all parents. Then, check your **Inbox** to notice if you have messages that are sent directly to you. If you do have messages in your **Inbox**, click directly on the **blue text** to view that message.



Step 3: The message will appear in a separate gray box such as the picture above. When you are finished reading the message, click on the “X” in the upper right hand corner of the gray box to close the message.



Step 4: Click on the **Family Calendar** to see all of your children’s homework assignments and attendance events (absences or tardies). For example in the picture above: Ryan has an assignment due on July 9th. You can click on the picture of the “A+” to get more information about the assignment due. **See the example below.** To view more than one month, use the arrows at the top of the calendar.



Infinite Campus Student Information Portal - Windows Internet Explorer

https://campus.washoe.k12.nv.us/training/portal/main.xsl?lang=en

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Infinite Campus

Gijsa SMITH

Family

Calendar

To Do List

Abegg, Dylan 10

09-10 4T4P Block - Harrison Hi

Schedule

Attendance

Behavior

Health

Assessment

Graduation Planner

Fees

To Do List

Reports

Abegg, Ryan 06

09-10 3 Structure - Carter Mid

Schedule

Attendance

Behavior

Health

Assessment

To Do List

Reports

Adams, Sarah 05

09-10 3 Period - Cleveland Elem

Schedule

Attendance

Behavior

Household To Do List

Filter By Date: All Dates Print

Student	Course	Assignment	Date Assigned	Due Date	Days Remaining/Overdue
Abegg, Ryan	8000-2 Reading	Paper 1	06/24/2010	06/30/2010	0
Adams, Sarah	505-1 5th Grade ELA	Vocabulary List	06/24/2010	06/30/2010	0
Adams, Sarah	505-1 5th Grade ELA	Classwork		06/29/2010	-1
Adams, Sarah	505-1 5th Grade ELA	Word Sorting Activity		06/24/2010	-4
Abegg, Ryan	6100-1 Math	Algebra WS		06/11/2010	-13
Abegg, Dylan	4450-3 Physics B	Homework 1		06/03/2010	-42
Abegg, Ryan	8000-2 Reading	Unit 1 Test		04/08/2010	-59
Abegg, Ryan	8000-2 Reading	Chapters 1-3 To Kill A Mockingbird Quiz		03/25/2010	-69
Adams, Sarah	505-1 5th Grade ELA	Voc Test		03/23/2010	-69
Adams, Sarah	505-1 5th Grade ELA	Vocabulary Project	03/10/2010	03/19/2010	-71
Abegg, Ryan	8000-2 Reading	Chapter 2 How To Kill A Mockingbird	09/09/2009	03/11/2010	-79
Abegg, Ryan	8000-2 Reading	Chapter 1 How To Kill A Mockingbird	03/03/2010	03/08/2010	-82

Step 5: Click on the **To Do List** to see all of your children's assignments. Assignments in **black text** are upcoming assignments. Assignments in **red** are overdue.

PARENT TIP: If your child has missing or overdue assignments, contact the teacher immediately to determine how your child can complete the missing or overdue assignments. Make a plan with your child to catch up on missing or overdue assignments. Help your child to stay organized and meet the deadlines that you set to get caught up.

Infinite Campus Student Information Portal - Windows Internet Explorer

https://campus.washoe.k12.nv.us/training/portal/main.xsl?lang=en

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Espanol Video Tutorials

Portal Video Tutorials

Carter Middle

Cleveland Elementary

Harrison High

View Access Log

Change Account Info

Change Contact Info

Log Off

English

District Notices

[03/01/2010]

Welcome to the Infinite Campus Portal!

A few tips and tricks related to navigation:

By clicking on the Schedule link, you will be directed to your student's current courses. By clicking on the course number you will open up his/her current grading information. Anything that is blue in the system is a link that will take you to additional information.

School Notices

[03/02/2010 Harrison High]

Spring conferences will be held this Thursday, March 11 and Friday, March 12 between 3:00 - 6:00 pm.

Inbox

X	Date	Subject
X	06/01/2010	book reports
X	06/01/2010	Welcome Families!
X	05/19/2010	ccc

Step 6: If you have more than one child, determine which child's information you would like to look at. For example—in the picture above, this parent has three children: Dylan—grade 10, Ryan—grade 6 and Sarah—grade 5.

Instructions:

- Click on Class Name for Current Assignments and Scores
- Click on Teacher Name for Email
- Click on Date for Current Newsletter

	Term 1 (08/11/09-11/13/09)	Term 2 (11/16/09-01/01/10)	Term 3 (01/04/10-03/05/10)	Term 4 (03/08/10-06/30/10)
01	2500-1 Psychology Rudram, David	9998-9 Study Hall (Day A) Addy, David	1400-2 Integrated Math IV A MacKinven, Dave	6050-3 Foundations B Wright, David
02	4400-6 Physics A Savage, Dennis	1250-1 Integrated Math II B Liflearn, Patricia	6200-3 Studio Art: Painting Wright, David	5150-3 Physics B Savage, Dennis 06/20/2010 (more)
03	4400-3 English 12 A Adams, David	3450-5 English 12 B Adams, David	5130-7 Spanish III A Warne, David	2450-14 Economics Body, David
04	2400-5 US Government Body, David	1450-4 Integrated Math IV B MacKinven, Dave	3400-14 English 12 A Axtman, Debbie	5135-8 Spanish III B Thomas, Dave
ACT	99901-1 Activity: Student Council	99901-1 Activity: Student Council	99901-1 Activity: Student Council	99901-1 Activity: Student Council

Schedule changes can occur within the first two weeks of a term and need to be done by setting up an appointment with the counselor.

Step 7: Click on the **Schedule** link on the left-hand side to view your child's schedule for the year. Notice that you can also email teachers, read class newsletters and go directly to information about classes.

PARENT TIP for Middle School and High School Parents: It's important to make sure your child is taking classes that prepare them for their future goals. For example, if you want your child to go to college or be prepared for a highly skilled career, talk to your school counselor and make sure that your child is being enrolled in the correct classes. If you work with the school to set high expectations for your child, they will be more likely to rise to your expectations. Without the support and encouragement of both parents and school staff, students may not take challenging classes.

Step 8: Click on the **Attendance** link on the left-hand side to view your child's attendance. You will see a summary of absences for your child listed by **Period**. Watch for any **yellow** or **red boxes** and contact the school immediately if there's an unexcused or unknown absence.

Attendance Legend:

- A = Absent
- T = Tardy
- E = Early Release
- U = Unknown
- X = Excused
- Y = Unexcused
- = Exempt

Term	1234567	Date	1234567
Term 1	1234567	09/24/2010	A
Term 2	1234567	02/09/2010	U
Term 3	1234567	10/08/2009	A
Term 4	1234567		
Term 5	1234567		
Term 6	1234567		

PARENT TIP: A parent or guardian must notify the school of this absence the day of or day before by calling the attendance clerk at the school or sending a note.

Please Note: The Washoe County School District Policy states that a student must attend school 90% of the year.

For example: ABC High School has 89 days in a semester. A student cannot miss more than 9 days in EACH of his/her classes for the semester.

For example: Most elementary schools have 180 days in a calendar year. Students cannot miss more than 18 days in a year.

Examples of UNEXCUSED Absences:
Staying home to care for siblings
Didn't feel like coming to school
Transportation issues or sleeping in too late.

If the student has too many absences, the student may not be passed to the next grade level and have to repeat the same grade.

PARENT TIP: What do you do if your child has unexcused absences or tardiness?

- Talk to your child first and let him or her know that you know they have been absent or tardy. Also let them know that you will be monitoring their attendance and that you **expect them** to be at school every day and to class on time. Provide clear consequences if your child does not attend school (i.e. limit television, video games, outings with friends, or money allowance).
- If your child insists that they were at school that day, call the attendance clerk or secretary at the school. If your child insists that they were on time to class or were with another staff member at the school, call the teacher in the period that they were missing.

Step 9: Click on the Schedule link on the left-hand side to view your child's schedule and then click on the link to see each teacher's grade book.

Infinite Campus Student Information Portal - Windows Internet Explorer

https://campus.washoe.k12.nv.us/training/portal/main.xsl?lang=en

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★ Favorites Infinite Campus Student In... Washoe County School Distri...

Infinite Campus

Glissa SMITH

Dylan Abegg's Schedule for 09-10 4T4P Block - Harrison Hi

= Click on Class Name for Current Assignments and Scores
 = Click on Teacher Name for Email
 = Click on Date for Current Newsletter

	Term 1 (08/11/09-11/13/09)	Term 2 (11/16/09-01/01/10)	Term 3 (01/04/10-03/05/10)	Term 4 (03/08/10-06/30/10)
01	2500-1 Psychology Rudram, David	9998-9 Study Hall (Day A) Addy, David	1400-2 Integrated Math IV A MacKinven, Dave	6050-3 2D Foundations B Wright, David Room: 1322
02	4400-6 Physics A Savage, Dennis	1250-1 Integrated Math II B Lifeflearn, Patricia	6200-3 Studio Art: Painting Wright, David	4450-3 Physics B Savage, Dennis 06/20/2010 (more)
03	3400-3 English 12 A Adams, David	3450-5 English 12 B Adams, David	5130-7 Spanish III A Warne, David	2450-14 Economics Body, David
04	2400-5 US Government Body, David	1450-4 Integrated Math IV B MacKinven, Dave	3400-14 English 12 A Axtman, Debbie	5135-8 Spanish III B Thomas, Dave
ACT	99901-1 Activity: Student Council	99901-1 Activity: Student Council	99901-1 Activity: Student Council	99901-1 Activity: Student Council

Schedule changes can occur within the first two weeks of a term and need to be done by setting up an appointment

Step 10: Look at your child's **Overall Grade** to see if they are passing the class. If they are not passing or receiving a grade that is lower than you think they are capable of, look at the details to determine why they are not doing well in the class. Are they struggling with homework, class work or tests/quizzes, or are they missing assignments?

A	Excellent—passing
B	Above Average—passing
C	Average—passing
D	Deficient—in danger of not passing
F	Failing—not passing

Teacher: MacKinven, Dave
 Website: <http://docs.google.com/leaf?id=0B7xt5HRx4WVYjU3MzBkZjYNGJjNC00NGFmLTlhN2Q1OTQ3Y2RmYzM3ZmMw&hl=en>

View the scoring rubric(s) and/or grading scale(s) for this class.

Standards Summary
 Legend: Final Grade Grade Not Available Yet

Standard	Terms 1	Terms 2	Terms 3	Terms 4
Solves non-linear functions and equations				

Grading Task Summary
 Legend: Final Grade In-Progress Grade Grade Not Available Yet

Grading Task	Terms 1	Terms 2	Terms 3	Terms 4
Term Grade	A 92.91%			
Mid-Term (Progress)	B 83.88%			

Term 1 Solves non-linear functions and equations Detail
 This Grading Task has no assignments assigned to it.

Term 1 Term Grade Detail

Chapter 1

Name	Due Date	Assigned Date	Multiplier	Pts Poss	Score	%	Comments
Chapter PreTest	08/14/2009		1.0	100	75 (Late)	75%	
Workbook 1	08/19/2009		1.0	50	35	70%	
Chapter Review	08/21/2009		1.0	50	41	82%	Really worked well with his peers on this assignment.
Chapter Test	08/25/2009		1.0	200	175	87.5%	Great Work!
Chapter 1 Totals				400	326	81.5%	

Chapter 2

Name	Due Date	Assigned	Multiplier	Pts	Score	%	Comments
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Term 2 Mid-Term (Progress) Detail
 This Grading Task has no assignments assigned to it.

Term 3 Term Grade Detail
 This Grading Task has no assignments assigned to it.

Term 3 Mid-Term (Progress) Detail
 This Grading Task has no assignments assigned to it.

Term 4 Term Grade Detail

Assignments

Name	Due Date	Assigned Date	Multiplier	Pts Poss	Score	%	Comments
Chapter 1 How To Kill A Mockingbird	03/08/2010	03/03/2010	1.0	25	Missing	0%	
Chapter 2 How To Kill A Mockingbird	03/11/2010	09/09/2009	1.0	25	25	100%	Great Improvement!
Assignments Totals				50	25	50%	

Tests

Name	Due Date	Assigned Date	Multiplier	Pts Poss	Score	%	Comments
Unit 1 Test	04/08/2010		1.0	100			
Tests Totals							

Quizzes

Name	Due Date	Assigned Date	Multiplier	Pts Poss	Score	%	Comments
Reading Comprehension Quiz 1	03/01/2010		1.0	40	35	87.5%	
Chapters 1-3 To Kill A Mockingbird Quiz	03/25/2010		1.0	30			
Quizzes Totals				40	35	87.5%	

Term 4 Term Grade Totals
 90 Pts Poss, 60 Score, 66.67%, **D**

PARENT TIP: When talking with your child, start with the positive! Notice what your child is doing well and tell them you are proud of them for doing well in that subject.

If your child is NOT doing well in a class, take the following steps. Talk to your child first if they are NOT doing well in a class. Determine what it is that is giving them problems.

- Is it a lack of time to complete homework at home or after school?
- Are they having trouble understanding the class work?
- Do they get nervous when they have to take a quiz or a test?
- Do they have problems taking notes in class?

Help your child to overcome these problems as best as you can. If you cannot help them to understand the material, **contact your child's teacher by phone or email** and request to meet with that teacher.

Include your student in the meeting so that the teacher, your student and you can work together. Ask if there is tutoring available at the school or other help available for your child.

PARENT TIP: Notice the details about assignments or homework. For example: the chapter, page numbers, problem numbers and date assigned. **Help your child to stay organized!**

If your child received a "0% F" under "Grade," chances are they did not complete the assignment or homework.

PARENT TIP: Use the yellow paper next to the computer titled "My Child's Report" to write down notes about what your child is doing well and subjects that your child needs help with. Be sure to write down assignments that are missing and the teacher's name. Fill in dates of absences or tardies that are not excused.

The screenshot shows the Infinite Campus website interface. The user is logged in as sarah.SMITH. The left sidebar contains navigation options: Family, Calendar, Abegg, Dylan, Abegg, Ryan, Adams, Sarah 7, 10-11 Yvonne Shaw, Espanol Video Tutorials, Portal Video Tutorials, and Log Off. A red arrow points to the 'Log Off' button. The main content area shows 'District Notices', 'School Notices', and an 'Inbox' with 'No Messages'.

Step 11: When you are done checking **ALL** of your child's information, click on "Log Off." **This is very important so that you don't share your child's personal information with the person that uses the computer after you!**