Parent Portal

Parents can view:

1. Report cards by clicking **Reports.** Note: for parents with multiple children, ensure that the correct school is displaying in the upper right hand-corner of the screen in the blue banner. See Figure 1.

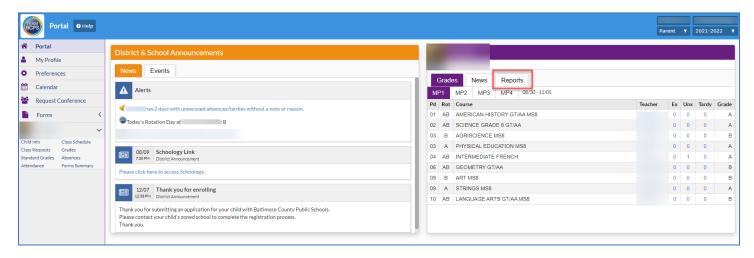


Figure 1

2. Attendance Chart by clicking **Attendance** from the left-hand menu. Parents can sort the report by date and hover over any of the period attendance records to see more information. See Figure 2.

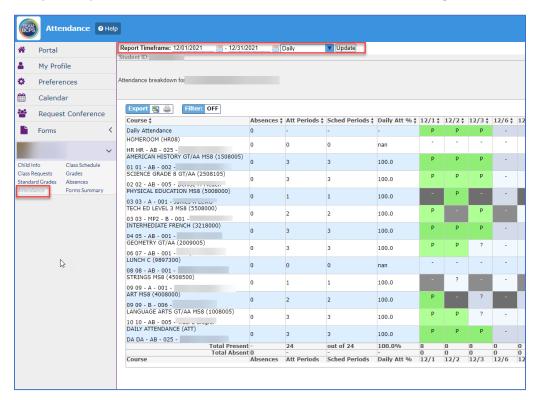


Figure 2

3. SSLH hours for their children. Click on **Child Info** from the left-hand menu. Then click on **Service Learning** to see a display of Service Learning Information. See Figure 3.

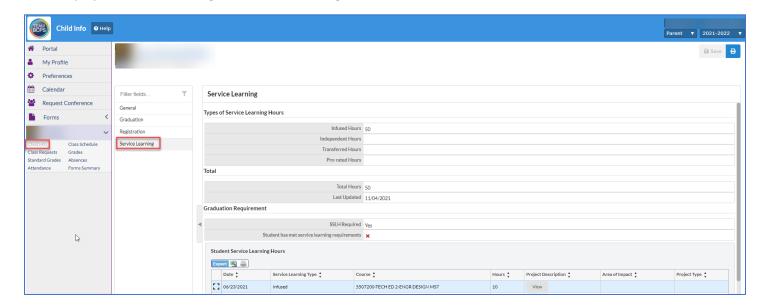


Figure 3

4. Class Schedule for their children. Click on Class Schedule from the left-hand menu. See Figure 4.

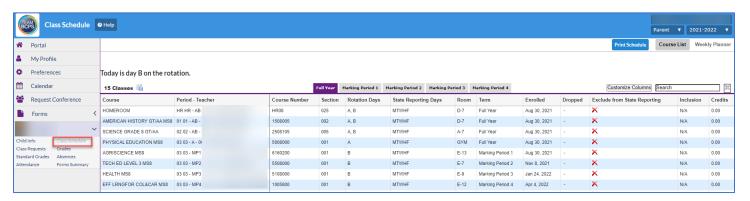


Figure 4

5. Class Requests for their Secondary children. Click on **Class Requests** from the left-hand menu. Note: to see requests for the future school year, toggle to the next school year from the upper right-hand corner. See Figure 5.

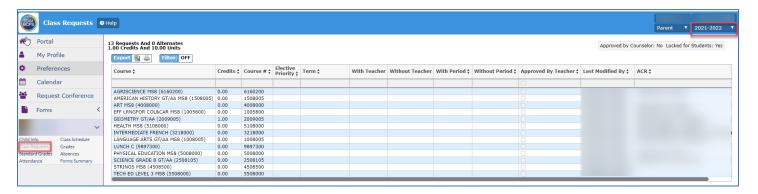


Figure 5

6. Forms that can be completed. Click on **Forms Summary** from the left-hand menu. See Figure 6.

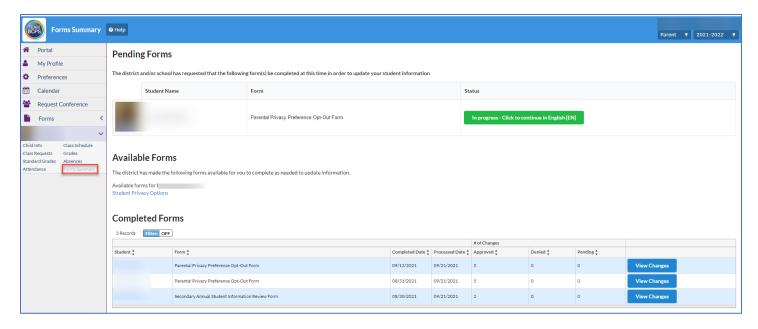


Figure 6

7. Preferences. Click Preference from the left-hand menu to view, change or update preferences. See Figure 7.

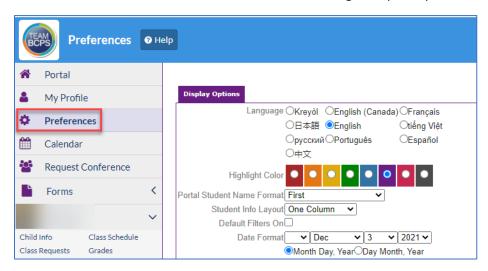


Figure 7

8. Click on **Help** to receive overall help on the Focus Parent portal.

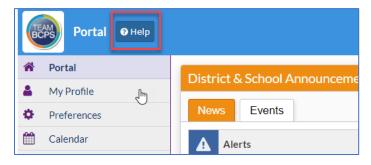


Figure 8