

Portal:Parent ManagementTopic:Student 360 Parent/Student Portal for School Districts

Tyler SIS Student 360 Navigation for Parents

Tyler SIS v10

To begin using the Parent Portal, follow these steps:

- 1.) Go to the Tyler SIS Student 360 web page at <u>https://portal.northallegheny.org/TSI_LIVE_360/login</u>
- 2.) Or go to <u>www.northallegheny.org</u> and click on the icon in the upper right hand corner of the main screen.



3.) Log in with your username and password.

Tyler SIS		
	v10.13 SP1	
	North Allegheny School Distrie	A
	User Name	
	Password	
	Register New Family	
	Register New Family 360 Login Forgot your login information?	Login
	Estigation agentinement	
ersion v2020.1.0.8		
10.13 (10.13.19203.2) RI 10.135P1 HF-48	© 2020 Copyright Tyler Technologies, Inc. All rights reserved.	

If you have problems or questions about accessing the site, please contact the school where your child is enrolled.

NOTE:

- If your email address changes, you can submit the changes yourself using the Update Household Data screen, explained below.
- If you forget your password, click the Forgot Password link, enter your email address, and instructions for resetting your password will be emailed to you.
- Tyler SIS Student 360 supports the following web browsers, using the latest versions:
 - PC with Internet Explorer, Edge, Firefox, or Chrome
 - Mac with Safari, Firefox, or Chrome

- o iPad with Safari
- Android tablet with Chrome

Once inside Tyler SIS Student 360, you will have access to several different areas of information for each child you have enrolled in the district. Each of these areas is explained below.

Navigating

Tyler SIS Student 360 is designed to be touch-friendly for tablets and computers with touch screens, but it also works well with keyboard-and-mouse input. Throughout this document, wherever the word "click" is used, tablet and touch-enabled computer users can tap instead.

Current Ac	cademics	^
Assignm	ents	
Grades		
Daily Stud	ent Activity	~
Attendan	ice	
Student S	Schedule	
School Life	e	^
Announc	ements	
Calendar		
e-Forms		
Send Emai	il	
Student Hi	istory	^
Academi	c History	
Documer	nts	
Student In	formation	^
Health		
Student [Details	
Utilities an	nd Settings	^
Notificati	ion Preferences	
Update H	lousehold Data	

The Navigation Bar sits at the left hand side of the screen and allows you to navigate quickly.



At the bottom of each screen is the Tool Bar, which changes based on which data area is being viewed. The rest of the screen displays student data.

Data Grid Screens

More	Meets ¥ ↑	Term ¥	Course Name 🝸	Teacher T	Room ¥
~	001-AB	\$1	Microsoft App 1	Lang C	210
~	001-AB	52	Wellness for Life	Layton D	309
~	002-AB	FY	Acad English 1	Watt K	409
*	003-AB	FY	Acad Geometry	Paylo C	511
*	0D4-AB	SI	Euro History	McClain C	310
*	004-AB	52	Hon Amer History 1	Lamm J	305
~	005-AB	FY	Concert Band	Baldanzi S	904
~	OD6-AB	S1	Lunch (SEM 1)	Staff U	CAFE
*	OD6-AB	52	Lunch (SEM 2)	Staff U	CAFE
*	007-A	FY	Health & PE (FY/PT)	Love B	GYM
*	007-8	FY	Acad Biology P2	Gibson R	600
Expand All Collapse All Export					Display dropped classes

Throughout Tyler SIS Student 360, student data is arranged into Data Grids, with one row per record (for example, one row per course on the Course Schedule screen) and multiple columns. When viewing a Data Grid, you can sort the data by clicking on a column heading.

The first column on many Data Grid screens is labeled "More" with a (DOWN ARROW) icon for each row. The DOWN ARROW icon indicates more data is available. Clicking a DOWN ARROW icon will expand the row, and the icon will change to a (UP ARROW). Click the UP ARROW icon to collapse that row and hide the extra details.

Screens that have More columns also have Expand All and Collapse All buttons on the Tool Bar. Clicking those buttons will expand and collapse all of the rows on the screen.

Current Academics	^ ^		. —	1-62					Student Sumn	
Assignments		Grade 12 - Tyler High School	> >>	I OT Z						
-								Academic	Year - 1920	
Grades	^								_	
aily Student Activity	<u>^</u>								SETTING	
Attendance		Announcements	08/04/20	GO TO ANN	UNCEMENTS	Assign	ments			
Student Schedule							0	0	0	
chool Life	^	District(1)			^		Missing in	0	0	
Announcements		01/07/20 - How to Add a Stude	ent				ast 30 Days	Due Today	Due Tomorrow	
Calendar		Click <u>HERE</u> for further instruction				Student Schedule			GO TO STUDENT SCHEDULE	
e-Forms		Today's Atter					N. DAV		GO TO STODENT SCHEDOLE	
end Email			-			EAST SCHOOL DAY Friday 06/05		END OF SCHOOL YEAR		
tudent History	^		0	0		7:23 - 8:14 AM	Wellnes	s for Life		
Academic History		1 1	Tardy	Absent			309 - Lay	ton D		
Documents		Current Grades	HS - 4th 9 Wks	G	D TO GRADES	8:18 - 8:59 AM	Acad En 409 - Wat			
tudent Information	^					9:04 - 9:44 AM	Acad Ge	ometry		
Health		Grade Course Name		YTD Y Trdy A	TD		511 - Pay	lo C		
Student Details						9:49 - 10:29 AM	Hon Am 305 - Lan	er History 1		
tilities and Settings	^	Acad Biology P2			~	10:34 - 11:14 AM	Concert			
Notification Preferences		100 (A) Acad English 1			• •		904 - Bal			
Update Household Data		100 (A) Acad Geometry			• •	11:19 - 11:59 AM	Lunch (S CAFE - St			
		100 (A) Academic Biology				12:04 - 12:44 PM	Acad Bio	ology P2		

Student Summary

Upon logging in, the Student Summary screen is displayed. The student's picture and name appear in the upper-left of the window, and the Academic Year shows on the right. Each of the tiles on this screen link to data for the selected student in the selected Academic Year.

Some tiles on the Student Summary screen show a quick summary of that area. For example, the Assignments tile shows the number of assignments due today and tomorrow as well as indicates how many assignments the student is missing in the last 30 days.

The Settings Icon allows you to decide which tiles show on the Student Summary screen.

Settings			HELP
	Off	Summary	Detailed
Announcements	\bigcirc		۲
Attendance	\bigcirc	۲	\bigcirc
Current Grades	0		۲
Calendar	0		۲
	— Columi	n Break ———	
Assignments	0	۲	\bigcirc
Student Schedule	0		۲
Upcoming Events	\bigcirc		۲
			✓ X
			Save Canc

Academic History

1	Angelica Ao Grade 12 - Tyler Hi	costa gh School				Unweighted Weighted GP				Acade	emic History
More	Academic Year 👿 🗸	E School T]	Grade Level T	Course Name 🍸	Attempted Credits	Earned Credits	S1	S2	\$3	Final Y
	1920	33-NAI		09	Acad Geometry	1	1	[A]	[A]		96.00 [A]
~	1920	33-NAI		09	Acad English 1	1	1	[A]	[A]		92.00 [A]
~	1920	33-NAI		09	Wellness for Life	0.5	0.5	[A]			96.00 [A]
~	1920	33-NAI		09	Health & PE (FY/PT)	0.5	0.5	[A]	[A]		99.00 [A]
~	1920	33-NAI		09	Microsoft App 1	0.5	0.5	[A]			97.00 [A]
~	1920	33-NAI		09	Euro History	0.5	0.5	[A]			91.00 [A]
~	1920	33-NAI		09	Hon Amer History 1	0.5	0.5	[A]			93.00 [A]
~	1920	33-NAI		09	Academic Spanish II	1	1	[B]	[A]		91.00 [A]
~	1920	33-NAI		09	Concert Band	1	1	[A]	[A]		99.00 [A]
~	1920	33-NAI		09	Academic Biology	1.5	1.5	[B]	[B]		88.00 [B]
~	1819	24-IMS		08	Intro Spanish A 8	0	0	[A]			90.00 [A]
Expand /	All Collapse All									🔽 Show	HS Transcript Only

The Academic History screen displays all of the student's past high school grades. All of the columns on this screen are sortable. Click a column heading and the grid will sort the records by that selection. Each row shows information about a course.

- Academic Year the year the student took the course
- **School** displays Transferred-In for courses taken at another school, or Enrolled for courses taken at the enrolled school.
- Grade Level what grade level the student was enrolled in when they took the course
- Attempted Credits how many credits the course was worth for each semester
- Earned Credits how many credits the student earned

• Grade columns (displayed as S1, S2, and Final in the screenshot above) – the semester for each grade and the grade earned

The UP ARROW icon in the More column can display extra information about the course, including the course number and teacher, whether the course counts in the GPA, and, if applicable, the source school for transferred-in grades.

Announcements

Angelica Acosta Grade 12 - Tyler High School		Announcements
	Announcements For 08/04/20	
District Announcements		
More Announcements		
01/07/20 - How to Add a Student		
Click <u>HERE</u> for further instruction		
Expand All Collapse All		District Message

All District, School, and Class announcements display together on the Announcements screen. Announcements are separated into groups, and within each group the announcements display in reverse-chronological order. To see the details of an announcement, click the DOWN ARROW icon in the More column.

Announ 08/04	cements /20	For	Ē			
AUG	2020	Ŧ			<	>
Su	Мо	Tu	We	Th	Fr	Sa
AUG						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

To see past announcements, use the calendar icon to select another date.

Assignments

Grade 12 - Ty	ia Acosta yler High School								Academic Year -	Assignme	ents •
BY COURSE	UPCOMING/MISSING										
Wellness for Life-1	10	Grading Period 9-4	•								
Teacher Layton D	Grade 100 [A] (Posted)	School 33-NAI		Course-Section 8409-10	Email Teacher	Class Informatio	•	Teacher Profile	Course De	scription	
More	Due ¥↓ Assigned ¥	Assignment T				Category T	Points Possible T	Points Earned T	Percentage 🕎	Grade T	
	Fri 06/05/20 Fri 06/05/20	Final Assignment				Classwork	190	190.00	100.00	A	
ħ	Mon 06/01/20 Mon 06/01/20	Test # 10 Tobacco				Tests	26	25.00	96.15	A	
	Tue 05/19/20 Tue 05/19/20	STI Brochure				Projects	30	30.00	100.00	A	
	Tue 05/12/20 Tue 05/12/20	Test #9 Birth Control and Contraception				Tests	20	19.00	95.00	A	
	Fri 05/08/20 Fri 05/08/20	Test # 8 Human Sexuality				Tests	48	47.00	97.92	A	
	Fri 05/01/20 Fri 05/01/20	Female Explanation Document				Classwork	5	5.00	100.00	A	
	Fri 05/01/20 Fri 05/01/20	Male Explanation				Classwork	5	5.00	100.00	A	
Expand All Colla	Fri 04/24/20 Fri 04/24/20 Appe All Filter Legend	Test # 7 Relationshins & Rullvinn				Tests	32	24 00	75.00	c	

The first tab on the Assignments screen shows all student assignments and scores for a particular course and term. The second tab shows all upcoming and missing assignments for all classes. Each class displays a link to the Class Profile, Teacher Profile, and Course Description where applicable.

By Course Name

On the Course Name Dropdown, choose a Course and grading Period. Details about all of the assignments for that course and term appear.

The following displays for each assignment:

- **Due** date assignment is to be turned in
- **Assigned** date assignment given to students
- Assignment the assignment's abbreviated name
- Category the type of assignment
- **Points Possible** and **Points Earned** the number of points the assignment is worth, and how many points the student earned
- Percentage the percentage of points possible that the student earned
- Effective Score how the assignment is calculated into the student's term grade (this varies by teacher)
- **Grade** the letter grade associated with the effective score's percentage (based on the school's grading scale, or the specific course's grading scale if applicable)

Sort the grid by clicking any of the column headings. Click the + icon to expand an assignment to see additional details for that assignment.

Upcoming/Missing Tab

BY COURSE UPCOMING/MISSING						
More Course Name 🍸	Grading Period Y	Due 🍸 个	Assigned Y	Assignment Y	Category T	Points Possible T
✓ Hon Amer History 1 - 05	9-3	Missing	Fri 04/03/20	2.1 Notes	Classwork	2
✓ Hon Amer History 1 - 05	9-3	Missing	Fri 04/03/20	2.2 Notes	Homework	2
✓ Hon Amer History 1 - 05	9-3	Missing	Tue 04/07/20	Congressional Research Service	Homework	5
✓ Hon Amer History 1 - 05	9-3	Missing	Mon 04/06/20	Supply Side Economics 1	Homework	5
✓ Microsoft App 1 - 01	9-2	Missing 11/07/19	Thu 11/07/19	Apply Your Knowledge Module 2 Excel	Classwork	5
✓ Acad English 1 - 12	9-3	Missing 03/27/20	Fri 03/27/20	Book Club 3	Classwork	10

On the Upcoming/Missing tab, assignments for the past 30 days and upcoming assignments for the next 30 days are displayed for all courses. The columns that deal with student scores on the By Course tab are not shown on the Upcoming/Missing tab because the student does not have a score for these assignments yet.

The color-coding indicates when assignments are due.

- **Green** the assignment is due tomorrow
- **Orange** the assignment is due today
- Blue the assignment due date has passed, but no mark or score has been entered
- Red the assignment has been marked missing by the teacher

The Color Legend button on the Tool Bar displays these colors and their meaning.

Advanced Search					
Angelica Acosta	Assignments	Filter			
Grade 12 - Tyler High School Academic Year-	1920 -	Due Date			
		From		То	
BY COURSE UPCOMING/MISSING		mm/dd/yy Assigned Da	te	mm/dd/yy	
Course Name Grading Period		From		То	ē
No assignments exist for the selected class and grading period.		mm/dd/yy Percentage		mm/dd/yy	
no assignmena exist to ne servico class ano graving period.		From		То	
		Category			
		Grade			
Expand All Collapse All Filter Legend		Q Clear			X Close

The Advanced Search button on the Tool Bar lets you look for assignments that meet certain criteria. On the Advanced Search sidebar, enter the search criteria and click OK to search. Only assignments that meet those criteria will be shown. To clear the search criteria, use the Clear button.

NOTE: The Advanced Search can be used to select a wider date range than the 30 days back and 30 days forward that shows by default.

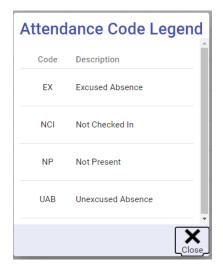
Attendance

≡ 🛖 Tyler SIS				e 📑 🕐 🗉
Grade 12 - Tyler High School	· -			Attendance
Grade 12 - Tyler High School			Acade	mic Year - 1920 *
By Date (Entire Year)				
More Date 🝸 🕹	⊺уре Т	Duration 🝸	Codes ¥	
✓ Thu 05/21/20	Absent	1 Period	NCI	
✓ Thu 03/05/20	Absent	1 Period	NP	
✓ Fri 12/20/19	Absent	2 Periods	UAB, NP	
✓ Thu 10/24/19	Absent	9 Periods	FX	
✔ Wed 10/23/19	Absent	9 Periods	EX	
✔ Mon 10/21/19	Absent	9 Periods	EX	

Expand All Collapse All Code Legend

The Attendance screen shows the times when a student was absent from school. Use the View drop-down to display these records arranged four ways:

- By Date (Entire Year) shows the absences in reverse-chronological order
- By Course Schedule shows the absences sorted by course
 - \circ $\;$ Today Only shows all absences, but only for courses that meet today
 - \circ $\;$ This Term shows all absences, but only for courses that meet this term
 - All shows all absences for all enrolled courses



The Code Legend button on this screen's Tool Bar shows the explanation for each Absence Code in the grid.

Calendar

By default, the Calendar displays events in Day view, but you can change the display mode to Week and Month using the icons to the right of the date. The selected view's icon will be highlighted in yellow.

PREVIOUS	TODAY	NEXT	Tuesday, August 4, 2020	DAY	WEEK	MONTH
7 AM						
8 AM						
9 AM						
10 AM						
11 AM						
12 PM						

The Calendar displays the student's course schedule along with assignments, absences, and discipline records. Clicking any of the cells will take you to the appropriate screen to see more detail on that item.

In Week view, all of the events on the calendar display in tiles. Clicking a column heading will take you to the Day view for that date. Clicking a tile will take you to the associated screen. For example, clicking an assignment tile will take you to that assignment on the Assignments screen. Clicking an absence will show you that absence on the Attendance screen.

Month view displays the entire month with today highlighted in gray. Icons on each day indicate if entries exist for that date: the checkbox icon indicates an absence, the textbook icon indicates an assignment is due, and the gavel icon indicates a discipline event. Clicking a day will take you to the Day view for that date.

Course Schedule

< View						
All *						
More	Meets ¥ ↑	Term T	Course Name 🝸	Teacher T	Room T	i i
~	001-AB	SI	Microsoft App 1	Lang C	210	
÷	001-AB	\$2	Wellness for Life	Layton D	309	
~	002-AB	FY	Acad English 1	Watt K	409	
~	003-A8	PY	Acad Geometry	Paylo C	511	
~	004-AB	\$1	Euro History	McClain C	310	
~	004-AB	\$2	Hon Amer History 1	Lamm J	305	
~	005-AB	FY	Concert Band	Baldanzi S	904	
~	005-A8	\$1	Lunch (SEM 1)	Staff U	CAFE	
~	006-AB	52	Lunch (SEM 2)	Staff U	CAFE	
~	007-A	PY	Health & PE (FY/PT)	Love B	GYM	
~	007-8	FY	Acad Biology P2	Gibson R	600	
Expand All Collapse All Export						 Display dropped classes

The Course Schedule screen displays the courses in which the student is enrolled. By default, only the courses that meet today display on the grid. Use the View drop-down to choose Today, This Term, or All. Click the + icon in the More column to expand a row to see additional information, including a link to the Assignments, Attendance, and Grades screens, and a link to email the teacher.

Use the Display dropped courses checkbox to show courses the student was enrolled in previously, but has dropped.

Clicking Send Email opens a window to send an email to any of your student's teachers, principal or assistant principal.

Current Academics	>
Assignments	
Grades	
Daily Student Activity	^
Attendance	
Student Schedule	
School Life	^
Announcements	
Calendar	
e-Forms	
Send Email	
Student History	^
Academic History	
Documents	
Student Information	^
Health	
Student Details	
Utilities and Settings	^
Notification Preferences	
Update Household Data	

If your browser supports automatic spell-checking, the browser's tools will underline potentially misspelled words or make corrections.

Select Recip	ients			
List teachers for Today's Schedule	То	CC	BCC Name	Relationship
This Term All Year			🔲 Baldanzi S	Teacher - Concert Band
			Degarmo T	Teacher - Academic Spanish II
			Gibson R	Teacher - Acad Biology P2 Teacher - Academic Biology
			Lamm J	Teacher - Hon Amer History 1
			Lang C	Teacher - Microsoft App 1
			Layton D	Teacher - Wellness for Life
			Love B	Teacher - Health & PE (FY/PT)
			McClain C	Teacher - Euro History
			Paylo C	Teacher - Acad Geometry
			Watt K	Teacher - Acad English 1
			Liebenguth R	Counselor
			Ewing C	Principal
			Fraser J	Assistant Principal
			Morey J	Assistant Principal

Use the To, CC or BCC to include other staff members to receive a copy of the email.

From	Year Denil Adress
То	Baldanzi S «SBaldanzi@northallegheny.org»
	tyur tinal Address
всс	
Subject	Enter Subject Here
Attachments	
BIUS #	・ Hi Hz 臣 田 X, X ¹ 西 臣 ・『 Normal : Normal : A 図 Sans Senf : 王 ズ 多 回 日
Insert text here	
Change Recipients	Set 1

Once the message is ready, click Send to email the message. Any replies from the teacher will be sent directly back to your email address, rather than through the Tyler SIS Student 360 system.

Grades

More Meets	Term	Course Name	Teacher	HS - 1st 9 Wks	HS - 2nd 9 Wks	HS - Sem 1	= Cur HS - 3rd 9 Wks	rrent Grade (In-Progress, no HS - 4th 9 Wks	t yet finalized for Report Card HS - Sem 2
✓ 001-AB	S1	Microsoft App 1	Lang C	96.00 [A]	98.00 (A)	97.00 (A)	10 010 7 110	10 10171110	10 00012
✔ 001-AB	S2	Wellness for Life	Layton D				93.00 [A]	100.00 [A]	96.00 [A]
✔ 002-AB	FY	Acad English 1	Watt K	<u>89.00 (B)</u>	92.00 (A)	91.00 (A)	87.00 (B)	100.00 [A]	93.00 (A)
✔ 003-AB	FY	Acad Geometry	Paylo C	[A] 00.82	94.00 [A]	96.00 [A]	93.00 [A]	100.00 [A]	96.00 [A]
✔ 004-AB	S1	Euro History	McClain C	95.00 [A]	88.00 [B]	91.00 [A]			
✔ 004-AB	S2	Hon Amer History 1	Lamm J				87.00 (B)	100.00 [A]	93.00 [A]
✔ 005-AB	FY	Concert Band	Baldanzi S	100.00 [A]	100.00 [A]	100.00 [A]	98.00 [A]	100.00 [A]	98.00.[A]
✔ 007-A	FY	Health & PE (FY/PT)	Love B	99.00 [A]	97.00 [A]	98.00 [A]	99.00 [A]	100.00 [A]	100.00 [A]
✔ 008-AB	FY	Academic Biology	Gibson R	86.00 (B)	88.00 [B]	87.00 [8]	80.00 [B]	100.00 [A]	89.00 [B]
✔ 009-AB	FY	Academic Spanish II	Degarmo T	<u>87.00 (B)</u>	91.00 (A)	<u>89.00 (8)</u>	86.00 [B]	100.00 [A]	93.00 [A]
Expand All Collapse All L	i egend								

Student grades display on the Grades screen. This screen combines gradebook grades with posted end-of-term grades to give a complete overview of the student's grades. The Grades screen has two views: Traditional, where regular letter grades display, and Standard-Based, which shows student marks for curriculum standards. Click the title of each to switch between them.

Traditional

The Traditional view shows each course where the student has a grade and a column for each term. Progress grading periods can be turned on and off by using the Show Progress Grades checkbox at the bottom of the screen. Students who are enrolled in multiple schools, like both a high school and a career education center, will have one grid for each school and show the grades from that school separately.

Grades that are underlined are links to see gradebook assignment details for that class and term. If the grade shows with a green background, that grade is an in-progress grade that has been calculated from the gradebook, rather than a finalized grade that appears on a report card. Use the + icon in the More column to see additional detail for that course, including a link to Attendance and to email the teacher.

Health

Name Y Diphtheria		Doses Rec						
Diphtheria			eived					Exemption Code
		02/19/05	04/18/05	06/29/05	06/24/06	12/29/09	12/28/15	
Hepatitis A		12/28/06	12/28/07					
Hepatitis B		12/17/04	01/17/05	09/22/05				
Human Papillomavirus		12/28/15	03/02/16	07/25/16				
Measles		03/21/06	12/29/09					
MEN-B								
Meningococcal		12/28/15						
Mumps		03/21/06	12/29/09					
Pertussis		02/19/05	04/18/05	06/29/05	06/24/06	12/29/09	12/28/15	
Poliomyelitis		02/19/05	04/18/05	06/29/05	12/30/08			
Rubella		03/21/06	12/29/09					

The Health screen shows information about student immunizations, medications, and insurance. This screen also provides information about student health visits in the Health Visit Log view.

All immunizations the student received display on the Immunizations tab. The Doses received column shows what dates the student received those immunizations. If the student was exempt for an immunization, that reason will display in the Exemption Code column.

Any medications the student can receive show on the Medications view. Click the + icon in the More column to see pharmacy and doctor information, if applicable.

If the student has visited the school nurse for any reason and it was logged into Tyler SIS Student 360, those visits display on the Health Visit Log. The records display in reverse-chronological order by default. Click the Date column to reverse the order. The times the student checked in and out, the visit reason code, and action display for each record on the grid.

Student medical insurance records that have been filed with the school display on the grid. The policy number and dates that the insurance start and end appear with each record.

Notification Preferences

irades	
Daily	If student received a score lower than 80 on an assignment
Weekly	 If student's marking period score falls below
Daily	 If student received a score higher than 95 on an assignment
Weekly	 If student is missing an assignment score

Use the Notification Preferences screen to see what types of notifications the school offers and if you have indicated you wish to receive those notifications. For each notification, select whether you'd like to receive Daily or Weekly messages. The Grades area allows you to choose threshold percentages, so that notifications are only sent if the student receives a mark lower than the indicated percentage.

Student Details

Grade 12 - Tyler High School							Academic Year - 1920	etails •
Student Details Student # Enrollment Status Active Primary Counselor Liebengu Report Card/Transcript On Hold No Custody Issue No	th R	State ID Email Address Locker # 0175 Locker Combination ******			Gender Age Ethnicity Birth Date	Male 15 Non-Hispanic; White		
Parent/Contact Details								
More Relationship	Name	Emer	gency Phone	Home Phone		Cell Phone		
✔ Mother								
✓ Father								
✔ Aunt								
✔ Aunt								
Siblings								
Name	School		Grade			Age		
	35-NASH		12			18		
Enrollment History								
Expand All Collapse All								

The Student Details screen shows all demographic and contact information for a student. Parent contact information shows in the Parent/Contact Details area at the bottom of the screen. To update student or contact information, use the Update Household Data screen to submit those changes to the school.

Update Household Data

			Update Household Data
Actions	Form	Status	Last Updated
Edit	Parent/Contact Information		
Edit	Addresses		
Edit	Student Information		

Rather than call or physically go to the school to update information about your household, you can submit updated information via the Update Household Data screen. These submissions still have to be approved by the district, so they may not take effect immediately.

To update information about your household, click the Edit link for the desired form:

- Household Parents parents who live in the household and their relationships to each student.
- **Student Information** the students' names, birthdates, ethnicity and race information, and other student-specific data
- **Emergency contacts** set and add emergency contacts for each student. Edit contact data including phone number, calling order (priority), and relationship.

anges need to be made to information shown on this form which is not e	ditable, please contact the district.		Update Household D
nt/Contact Information			= Cha
lore First Name*	Middle Name	Last Name*	Actions
• (P)			\overline{ullet}
Phone - Home (412) 555-1212 Unliste	d	Email Address someone@gmail.com	
Phone - Work (412) 555-1212 Ext.		Primary Language - Spoken 0000 - English 💌	
Phone - Cell (412) 555-1212		Primary Language - Written English 🔻	
Phone - Emergency (412) 555-1212		Employer	
For Jackson Talerico			Remove Student From Contact
Relationship* Mother *		Is Guardian 💿 Yes 🔿 No Can Pick Up 💿 Yes 🔿 No	
Primary Contact ● Yes No Lives With ● Yes No Emergency Contact ● Yes No		Has Custody 💿 Yes 🔿 No	
Calling Sequence			
A All Collapse All Add Contact		Return to List	Save Star

As you work, the data that you changed will be highlighted in orange. Click the Save button on the Tool Bar to save your changes. To revert the changes that you've made on a form, click the Start Over button. Click the Return to List button to go back to the list of editable forms.

To change your email and username simultaneously, go to Notification Preferences and click Edit next to your email address.

Once you enter your New Email and then Re-Enter your new email, the system will ask you if you