



Infinite Campus Portal User Guide

The Infinite Campus Portal is a service provided by our district. The portal provides current information kept in the student management system. The purpose of the portal is for parent/legal guardians to be able to access their student’s information. This document has been created to help you navigate through the portal.

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Accessing Portal Website

The portal website is access in two different ways:

1. Direct URL: <https://jeffersoncitymo.infinitecampus.org/campus/portal/jeffersoncity.jsp>
2. On the Jefferson City Public School website: www.jcschools.us
 - a. Click on the **Campus Portal** button at the top right hand corner of the page



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Creating your User Account

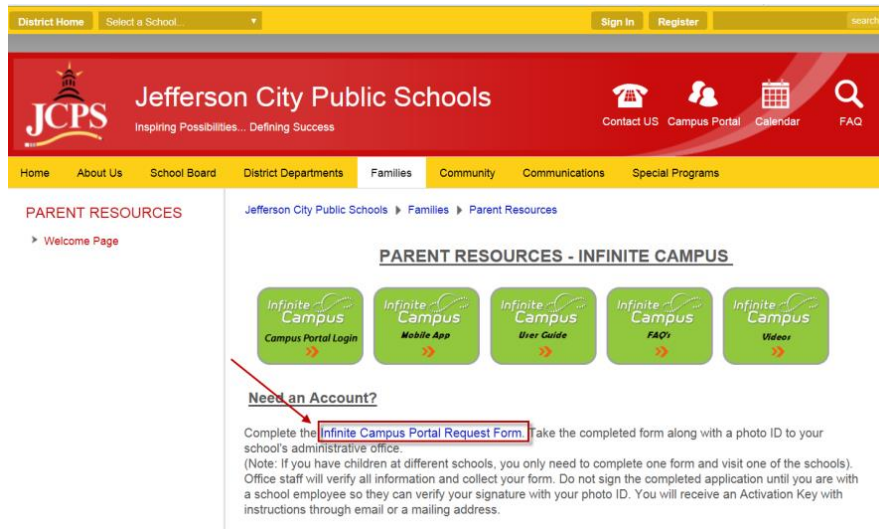
1. If this is your **first time** logging into Campus, you will need a Campus Activation Key in order to set up your account. The Activation Key can be obtained by filling out a Portal Request Form located at your student's school or on the JCPS website. Please complete the form with the exception of your signature. Take your form and a Photo ID to your student's school. You will need to present your Photo ID and sign the form in front of a staff member for verification. Once your form has been processed, your activation key will be sent to you via email or through postal mail.
 - a. To obtain the form from the JCPS website, go to **Families > Parent Resources**



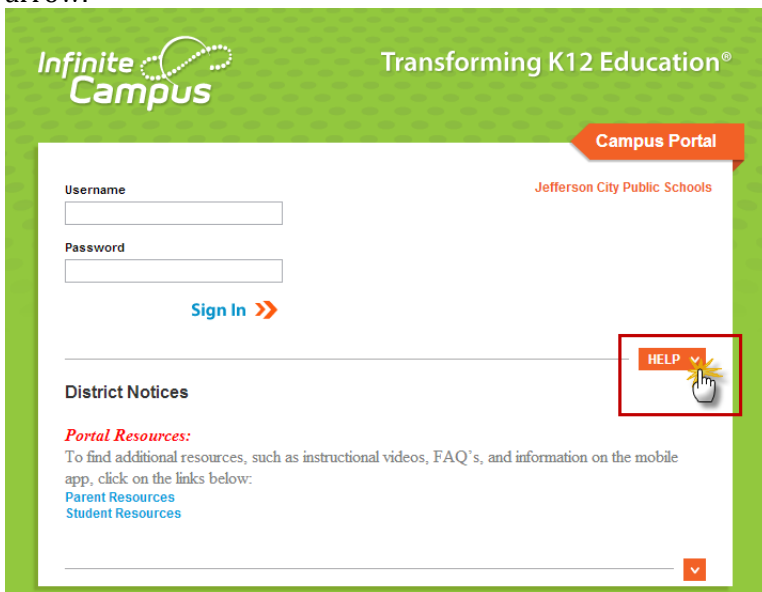
- b. Click on the **Infinite Campus** Button



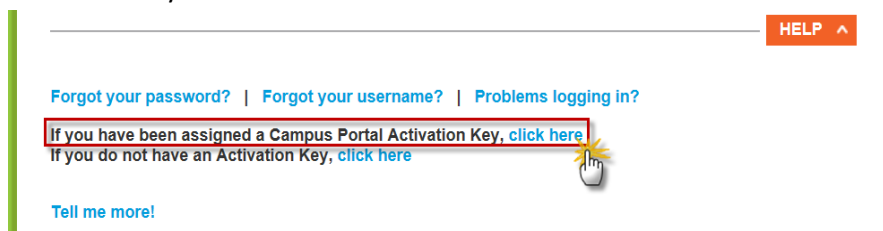
- c. Click on the **Infinite Campus Activation Key Application** link



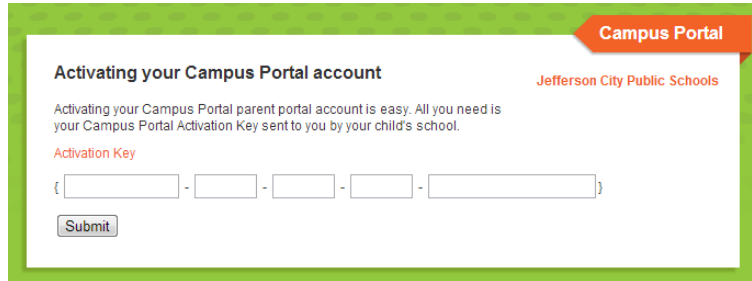
2. If you have your Activation Key, begin by clicking on the Campus Portal button. Click on the HELP arrow.



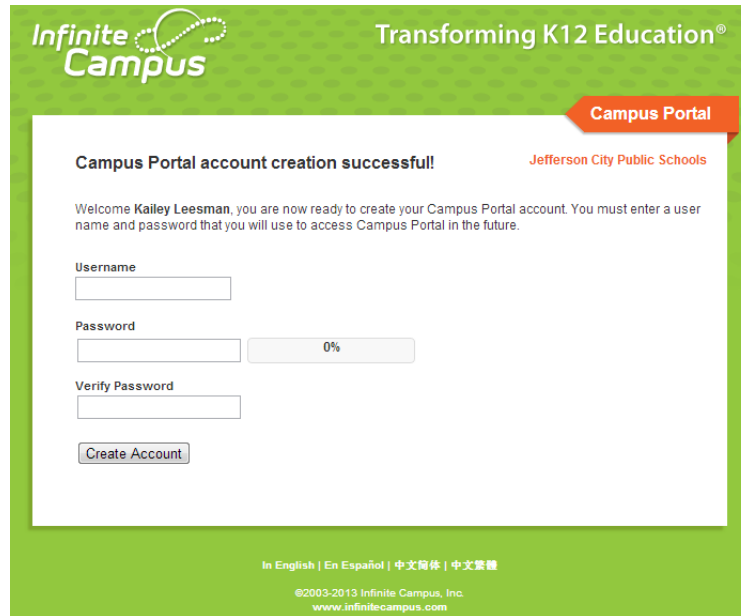
- a. Then click on the **click here** link next to the If you have been assigned a Campus Portal Activation Key.



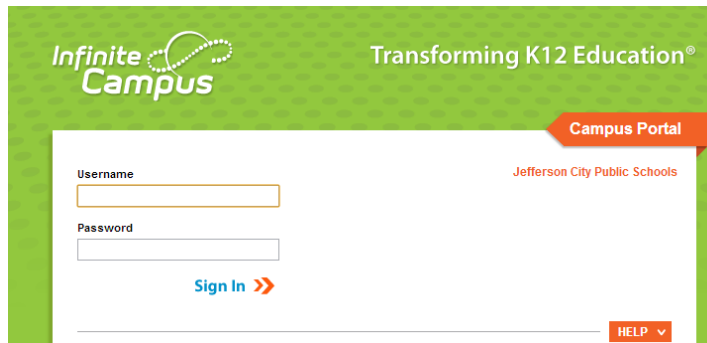
- b. Enter your Campus Activation Key. This has been provided to you via email or postal mail. Enter your Campus Activation key **EXACTLY** as it is on the letter. When finished, click the **Submit** button.



- c. When you successfully enter your activation key, you will be prompted to create a User Name and a Password that is at least 8 characters long and includes letters, numbers, and special characters (e.g. @, #, \$, %, etc). Once you have entered your User Name and Password, click the **Create Account** button.



- d. You will be redirected to the main login page. Enter your User Name and Password, click the **Log In** button.



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Account Management

The first time you log in will need to set up your security preferences for your account. You can change these security preferences along with your password under **User Account**, select **Account Management**. In the account management tab you can:

- Change your Password
 - Set a Password Recovery Email address
 - Set User Preferences by selecting 8 like and 8 dislike images
- *NOTE: These will only be used if you have to reset your password when logging in

The screenshot shows the 'Account Management' section of a user interface. On the left is a navigation menu with items like 'Calendar', 'Schedule', 'Attendance', 'Behavior', 'Health', 'Assessment', 'eTranscript', 'Graduation Planner', 'Transportation', 'Fees', 'School Choice', 'To Do List', 'Reports', 'Family', 'Messages', 'Household Information', 'Family Members', 'Food Service', 'Applications/Forms', 'User Account', 'Account Management', 'Contact Preferences', and 'Access Log'. The 'User Account' and 'Account Management' items are highlighted with a red box. The main content area is titled 'Change Account Password' and shows a progress bar at 100% for the password change. Below this is the 'Set Password Recovery Email' section with the email 'test@email.com'. The 'Set User Preferences' section is active, showing 'Likes' and 'Dislikes' grids. The 'Likes' grid has 8 images selected, and the 'Dislikes' grid has 8 images selected. Below these are 'Your Likes' and 'Your Dislikes' sections. At the bottom, there is a 'Save Changes' button and a 'Current Password' field.

Forget Username or Password

There are links on the sign-in page called 'Forgot your Password?' or 'Forgot your username?'. Click on the orange "HELP" button. These links will direct you through steps to retrieve your Username or reset your Password.

The screenshot shows the 'Campus Portal' sign-in page for Jefferson City Public Schools. It features a 'Username' field, a 'Password' field, and a 'Sign In >>' button. Below the sign-in area, there are three links: 'Forgot your password?', 'Forgot your username?', and 'Problems logging in?'. A red box highlights the 'Forgot your password?' and 'Forgot your username?' links, with a red arrow pointing to them from a 'HELP' button. The 'HELP' button is also highlighted with a red box. Below the links, there is a note about Campus Portal Activation Keys and a 'Tell me more!' link. At the bottom, there is a 'District Notices' section and 'Portal Resources' including 'Parent Resources' and 'Student Resources'. A red box highlights the 'HELP' button.

If you have trouble accessing the information through these steps, you will need to contact the JCPS support desk at portalhelp@jcschools.us to have the account reactivated.

Parents: Please provide your full name, home address, phone number, student(s) names, along with the User Name and Password you have been using.

NOTE: Although we attempt to respond to all service requests within 24 hours, please allow up to two (2) school days for a reply to your request.

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Home Page

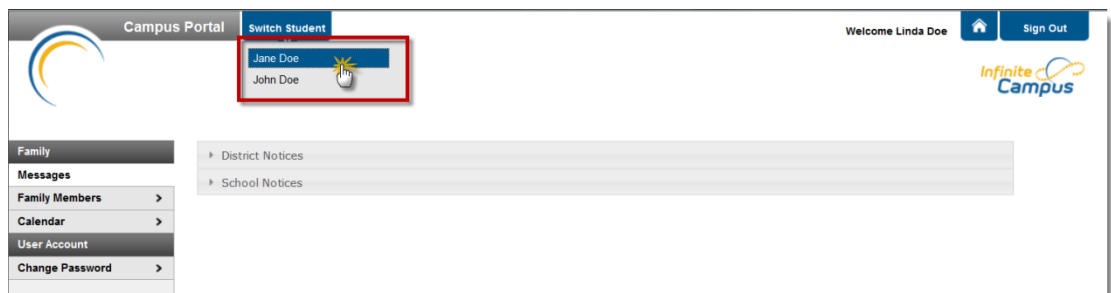
1. Home page for family with **one** student



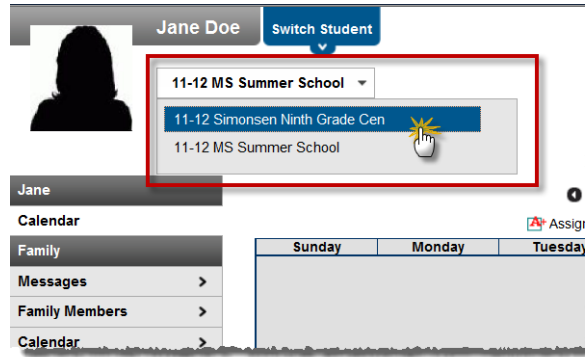
2. Home Page for family with **multiple** students
 - a. To view one of your student's records, click on the "Switch Student" tab



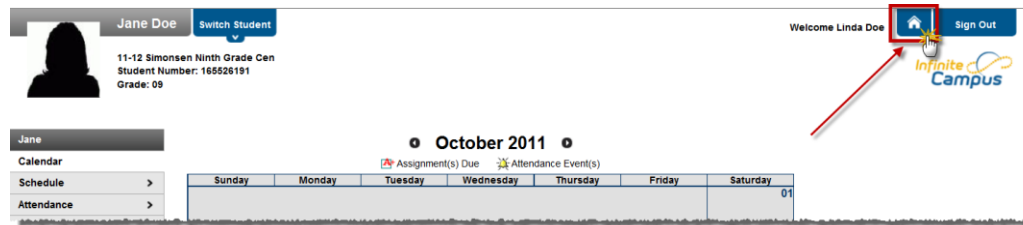
- b. Select the student you wish to view



- c. If your student was enrolled in summer school, you have the choice to view the Summer School session or the current school year session.



- d. To get back to the Home Page, click on the Home button at the top right corner of your screen



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Message View

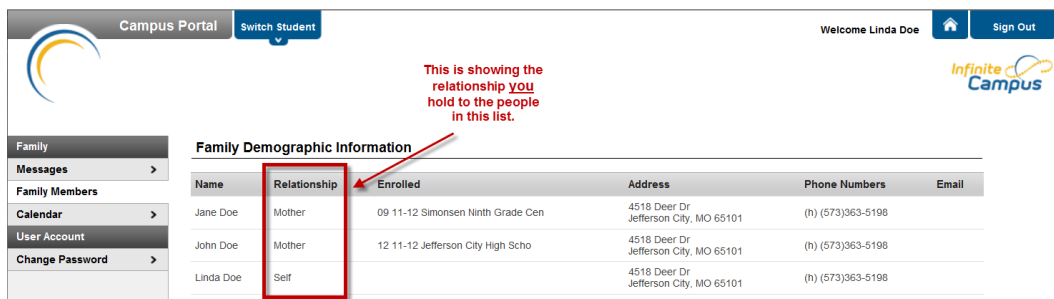
The Message view shows any messages that the District or Schools have placed on the portal. The home page defaults to the Message view



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Family Members View

This view shows your relationship to your students. In the example below, Linda is the mother to Jane and John. Bob Doe, the father, is not listed because the relationships are tied to students, not to spouses.



Calendar View

Families with **multiple** students have two different calendar views, one under Family section and one under each of your student's records.

Family Calendar View (for parents with multiple students)

This view shows the assignments and attendance for all of your students.

Assignments and Attendance for both students

October 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						01
	02	03	04	05	06	07
	Jane [A] [Sun]	Jane [A] [Sun] John [A] [Sun]	Jane [A] [Sun] John [A] [Sun]	Jane [A] [Sun] John [A] [Sun]	Jane [A] [Sun] John [A] [Sun]	08
	09	10	11	12	13	14
Jane [A] [Sun]	Jane [A] [Sun]	Jane [A] [Sun]	Abbreviated Day	Abbreviated Day	Jane [A] [Sun] John [A] [Sun]	15
	16	17	18	19	20	21
						22

Student Calendar View

This view shows the assignments and attendance for the student you select at the top of the page.

Jane Doe Switch Student

11-12 Simonsen Ninth Grade Cen
Student Number: 165528191
Grade: 09

Jane

Calendar

October 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						01
	02	03	04	05	06	07
	Jane [A] [Sun]	Jane [A] [Sun]	Jane [A] [Sun]	Jane [A] [Sun]	Jane [A] [Sun]	08
	09	10	11	12	13	14
Jane [A] [Sun]	Jane [A] [Sun]	Jane [A] [Sun]	Abbreviated Day	Abbreviated Day	Jane [A] [Sun]	15
	16	17	18	19	20	21
		Jane [A] [Sun]				22
	23	24	25	26	27	28
						29

Click the **black arrows** to the left and right of the Month and Year title at the top of the calendar to see a **different month**.

The screenshot shows a user interface for a student named Jane Doe. At the top left, there is a profile section with a silhouette icon, the name "Jane Doe", and a "Switch Student" button. Below this, the school information is listed: "11-12 Simonsen Ninth Grade Cen", "Student Number: 165526191", and "Grade: 09". A vertical sidebar on the left contains a list of menu items: Jane, Calendar, Schedule, Attendance, Health, Reports, Family, Messages, Family Members, Calendar, User Account, and Change Password. The main area displays a calendar for "October 2011". The calendar grid shows days from Sunday to Saturday. Various events are marked with icons: a red "A" in a square for "Assignment(s) Due" and a yellow sun for "Attendance Event(s)". A red arrow points to the left and right navigation arrows on the "October 2011" title.

To view the **details of the assignments** listed on the calendar, click on the **A** symbol in the calendar.
*NOTE: Assignments are only shown for grades 6-12. Elementary is not currently using this function.

This screenshot is identical to the one above, showing the same student profile and calendar for October 2011. However, a red arrow now points to a red "A" symbol (representing an assignment due) on the calendar grid, specifically on the date October 10th.

The Assignments and Activities detail page shows a breakdown of **assignments by course** for a specific date. This page shows

- Name of the assignment
- Day it was assigned and due
- Total points and score of the assignment
- Comments from the teacher
- Flags (Turned In, Late, Missing, Incomplete, Cheated, Dropped)

Jane Doe | Switch Student | 11-12 Simonsen Ninth Grade Cen | Student Number: 165526191 | Grade: 09

Welcome Linda Doe

Course: Jane's Assignments and Activities for 10/04/2011

1111S-9 English I

Assignments	Name	Due Date	Date Assigned	Total Points Possible	Score	Comments
19. Warm Ups	19. Warm Ups	10/04/2011	10/04/2011	80	80	
20. "WHYGCB" Introduction Rough	20. "WHYGCB" Introduction Rough	10/04/2011	10/04/2011	15	14	
21. "WHYGCB" Body Paragraph Rough	21. "WHYGCB" Body Paragraph Rough	10/04/2011	10/04/2011	20	19	
22. "WHYGCB" Test	22. "WHYGCB" Test	10/04/2011	10/04/2011	100	78	
23. Vocabulary Lessons 6-9	23. Vocabulary Lessons 6-9	10/04/2011	10/04/2011	40	40	
24. Vocabulary Quiz Lesson 10	24. Vocabulary Quiz Lesson 10	10/04/2011	10/04/2011	50	42	

4121-18 Physics First | Flag

Assignments	Name	Due Date	Date Assigned	Total Points Possible	Score	Comments
Practice 2.9: Words, graphs and Motion Diagrams	Practice 2.9: Words, graphs and Motion Diagrams	10/04/2011	10/04/2011	3	3	Late

7221-2 Comp App I

Assignments	Name	Due Date	Date Assigned	Total Points Possible	Score	Comments
Excel 04 Chen Invoice Tracking Sheet	Excel 04 Chen Invoice Tracking Sheet	10/04/2011	10/03/2011	30	29	

To get back to the **Calendar View** for the student, click the **back button** on your browser.

Browser address bar: <https://icjcps.k12.mo.us/staging/portal/main.xml>

Jane Doe | Switch Student | 11-12 Simonsen Ninth Grade Cen | Student Number: 165526191 | Grade: 09


Jane's Assignments and Activities for 10/04/2011

1111S-9 English I

Assignments	Name	Due Date	Date Assigned
19. Warm Ups	19. Warm Ups	10/04/2011	10/04/2011

Schedule View

This view shows your student's schedule for the year.



Jane Doe
11-12 Simonsen Ninth Grade Cen
Student Number: 165526191
Grade: 09

[Switch Student](#)

Jane

Calendar >

Schedule >

Attendance >

Health >

Reports >

Family

Messages >

Family Members >

Calendar >

User Account


Change Password >

Course Schedule

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

	Term T1 (08/18/11-10/14/11)	Term T2 (10/18/11-12/22/11)	Term T3 (01/04/12-03/09/12)	Term T4 (03/12/12-05/18/12)
ZH	EMPTY	EMPTY	EMPTY	EMPTY
1	3121-1 Algebra IA	3121-1 Algebra IA	6110-7 Art I	6110-7 Art I (Day RS)
2	Malik, Naveed Rm: 301	Malik, Naveed Rm: 301	McDaniel, Cameron Rm: 15	McDaniel, Cameron Rm: 15
3	4121-18 Physics First	4121-18 Physics First	8210-16 Health	8210-21 Health (Day RS)
4	Weidinger, Clayton Rm: 103	Weidinger, Clayton Rm: 103	Gschwender, Scott Rm: 14	Bryan, Julie Rm: 13
5	7221-2 Comp App I	8120-6 Girls PE	5410-5 Spanish I	5410-5 Spanish I (Day RS)
6	Grubbs, Cheryln Rm: 310	Dey, Lisa Rm: GYM	Celada, Tisha Rm: 206	Celada, Tisha Rm: 206
7	2111S-6 Government	2111S-6 Government	2111S-6 Government	2111S-6 Government (Day RS)
	Eickmeyer, Myra, Team: 1 Rm: 204	Eickmeyer, Myra, Team: 1 Rm: 204	Eickmeyer, Myra, Team: 1 Rm: 204	Eickmeyer, Myra, Team: 1 Rm: 204
8	1111S-9 English I	1111S-9 English I	1111S-9 English I	1111S-9 English I (Day RS)
	Underwood, Brian, Team: 2 Rm: 202	Underwood, Brian, Team: 2 Rm: 202	Underwood, Brian, Team: 2 Rm: 202	Underwood, Brian, Team: 2 Rm: 202
AS	EMPTY	EMPTY	EMPTY	EMPTY

To email the teacher, click on the symbol. This will open up your default email account with the teacher's school email address.



Jane Doe
11-12 Simonsen Ninth Grade Cen
Student Number: 165526191
Grade: 09

[Switch Student](#)

Jane

Calendar >

Schedule >

Attendance >

Health >

Reports >

Family

Messages >

Family Members >

Calendar >

User Account

Change Password >

Course Schedule


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


	Term T1 (08/18/11-10/14/11)	Term T2 (10/18/11-12/22/11)	Term T3 (01/04/12-03/09/12)	Term T4 (03/12/12-05/18/12)
ZH	EMPTY	EMPTY	EMPTY	EMPTY
1	3121-1 Algebra IA	3121-1 Algebra IA	6110-7 Art I	6110-7 Art I (Day RS)
2	Malik, Naveed Rm: 301	Malik, Naveed Rm: 301	McDaniel, Cameron Rm: 15	McDaniel, Cameron Rm: 15
3	4121-18 Physics First	4121-18 Physics First	8210-16 Health	8210-21 Health (Day RS)
4	Weidinger, Clayton Rm: 103	Weidinger, Clayton Rm: 103	Gschwender, Scott Rm: 14	Bryan, Julie Rm: 13
5	7221-2 Comp App I	8120-6 Girls PE	5410-5 Spanish I	5410-5 Spanish I (Day RS)
6	Grubbs, Cheryln Rm: 310	Dey, Lisa Rm: GYM	Celada, Tisha Rm: 206	Celada, Tisha Rm: 206
7	2111S-6 Government	2111S-6 Government	2111S-6 Government	2111S-6 Government (Day RS)
	Eickmeyer, Myra, Team: 1 Rm: 204	Eickmeyer, Myra, Team: 1 Rm: 204	Eickmeyer, Myra, Team: 1 Rm: 204	Eickmeyer, Myra, Team: 1 Rm: 204
8	1111S-9 English I	1111S-9 English I	1111S-9 English I	1111S-9 English I (Day RS)
	Underwood, Brian, Team: 2 Rm: 202	Underwood, Brian, Team: 2 Rm: 202	Underwood, Brian, Team: 2 Rm: 202	Underwood, Brian, Team: 2 Rm: 202
AS	EMPTY	EMPTY	EMPTY	EMPTY

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Office of Student Information, Planning and Assessment

Modified 5/20/16



To view the **details of a class** (assignments, scores, and grades), click on the  **symbol** to go to the Grade Book View.



























Jane Doe Switch Student

11-12 Simonsen Ninth Grade Cen
Student Number: 165526191
Grade: 09

Course Schedule


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

	Term T1 (08/18/11-10/14/11)	Term T2 (10/18/11-12/22/11)	Term T3 (01/04/12-03/09/12)	Term 4 (03/12/12-05/07/12)
	EMPTY	EMPTY	EMPTY	EMPTY
1	 3121-1 Algebra IA	 3121-1 Algebra IA	 6110-7 Art I	 6110-7 Art I (Da
2	 Malik, Naveed Rm: 301	 Malik, Naveed Rm: 301	 McDaniel, Cameron Rm: 15	 McDaniel, Came Rm: 15
3	 4121-18 Phys First	 4121-18 Physics First	 8210-16 Health	 8210-21 Health
4	 Weidinger, Clayton Rm: 103	 Weidinger, Clayton Rm: 103	 Gschwender, Scott Rm: 14	 Bryan, Julie Rm: 13
5	 7221-2 Comp App I	 8120-6 Girls PE	 5410-5 Spanish I	 5410-5 Spanish I
6	 Grubbs, Cherlyn Rm: 310	 Dey, Lisa Rm: GYM	 Celada, Tisha Rm: 206	 Celada, Tisha Rm: 206

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Grade Book View

The Grade Book view is broken down into sections for different terms and categories within the class.



Jane Doe
11-12 Simonsen Ninth Grade Cen
Student Number: 165526191
Grade: 09

[Switch Student](#)

Grade Book Assignments for 3121-1 Algebra IA

Teacher's comments about Jane:

3121-1 Algebra IA
Teacher: Malik, Naveed

Website: <http://www.jcps.k12.mo.us/education/staff/staff.php?sectionid=447>

[View the scoring rubric\(s\) and/or grading scale\(s\) for this class](#)

Grading Task Summary

Legend: Final Grade In-Progress Grade Grade Not Available Yet

Grading Task	Terms T1	Terms T2	Terms T3	Terms T4
Mid-term Grade	B+			
Term Grade	B 85.56%	A 92.5%		

Term T1 Mid-term Grade Detail
This Grading Task has no assignments assigned to it.

Term T1 Term Grade Detail

CLASSWORK (25.0%)

Name	Due Date	Assigned Date	Multiplier	Pts Poss	Score	%	Comments	
LESSON_1 (SEC 2.1)	08/29/2011	08/29/2011	1.0	10	9.2	92		
S M A R T GOAL	08/29/2011	08/29/2011	1.0	10	10	100		
LESSON_2 (SEC 2.2)	08/29/2011	08/29/2011	1.0	10	10	100		
LESSON_3 (SEC 2.3)	08/29/2011	08/29/2011	1.0	10	9	90		
MATH STARTER	08/29/2011	08/29/2011	1.0	5	5	100		
PLANNER CHECK	08/29/2011	08/29/2011	1.0	0	1	0		
SIGNED GRADE SHEET	09/02/2011	09/02/2011	1.0	0	0	0		
LESSON_5 (SEC 3.4)	10/07/2011	10/07/2011	1.0	10	10	100		
LESSON_4 (SEC 11.1)	10/07/2011	10/07/2011	1.0	10	10	100		
LESSON_7 (SEC 6.4)	10/07/2011	10/07/2011	1.0	10	9.6	96		
LESSONS_8&9 (SEC 6.1 & 6.2)	10/07/2011	10/07/2011	1.0	10	10	100		
PLANNER CHECK	10/07/2011	10/07/2011	1.0	0	1	0		
MATH STARTER	10/07/2011	10/07/2011	1.0	5	4	80		
CLASSWORK Totals					308	291.494	61%	

QUIZZES (10.0%)

Name	Due Date	Assigned Date	Multiplier	Pts Poss	Score	%	Comments
QUIZ_1 (2.1 AND 2.2)	08/29/2011	08/29/2011	1.0	10	9.6	96	
QUIZ_2 (SEC 1.5)	09/16/2011	09/16/2011	1.0	10	9.8	98	
QUIZ_3 (1.5 & 2.6)	10/07/2011	10/07/2011	1.0	10	8.6	86	
QUIZZES Totals					30	2893.33%	

SUMMATIVE ASSESSMENTS (55.0%)

Name	Due Date	Assigned Date	Multiplier	Pts Poss	Score	%	Comments
ALG1A.A (UNIT A, PART_1 ASSESSMENT)	09/14/2011	09/14/2011	1.0	100	85	85	
ALG1A.A (UNIT A, PART_2 ASSESSMENT)	09/28/2011	09/28/2011	1.0	100	76	76	
SUMMATIVE ASSESSMENTS Totals					200	161	80.5%

FINAL EXAM (10.0%)

Name	Due Date	Assigned Date	Multiplier	Pts Poss	Score	%	Comments
Final Exam	10/14/2011	10/14/2011	1.0	100	83	83	
FINAL EXAM Totals					100	83	83%

Term T1 Term Grade Totals

	85.56%
	B

Term T2 Mid-term Grade Detail
This Grading Task has no assignments assigned to it.

Term T2 Term Grade Detail

CLASSWORK (25.0%)

Name	Due Date	Assigned Date	Multiplier	Pts Poss	Score	%	Comments
LESSON_10 (SEC 12.1)	10/18/2011	10/18/2011	1.0	15	14	93.33	
LESSON_11 (SEC 6.3)	10/20/2011	10/18/2011	1.0	20	17	85	
PLANNER CHECK 2	10/20/2011	10/20/2011	1.0	5	6	120	
CLASSWORK Totals					40	37	92.5%

Term T2 Term Grade Totals

	92.5%
	A

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Term 1 Information

Categories will be different for each class

Term 2 Information

Link to the teacher's website

Weight of Category

Weight of Category

Weight of Category

Weight of Category

Weight of Category


Cummulative Score for Term 1

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Office of Student Information, Planning and Assessment

Modified 5/20/16

Attendance View



Jane Doe Switch Student

11-12 Simonsen Ninth Grade Cen
Student Number: 165526191
Grade: 09

Welcome L

Jane

Calendar >

Schedule >

Attendance

Health >

Reports >

Family

Messages >

Family Members >

Calendar >

User Account

Change Password >

Attendance

*** P = Present**

Your child will be showing a P on this screen if he/she was out of the classroom due to one of the following school related items:
JAC (Cole Co)
Counselor
Office
Homebound
ISS
Nurse
School Activity
Suspended Student Classroom

*** Your child may be showing a T for tardy for one of the following reasons:**
He/She was present for only part of the class
He/She was tardy due to a doctor or dentist appointment
He/She was actually tardy to the class


*** Just a reminder, if your child is exempt from a final, he/she will show an A for absent for the class in which they were not required to take the final**

← August 2011
September 2011
October 2011 →

August 2011							September 2011							October 2011						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6				1	2	3							1	
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30	23	24	25	26	27	28	29	
													30	31						

Dates that are highlighted can be clicked to view daily period details. ■ Excused ■ Unexcused ■ Exempt ■ Unknown

The attendance view will show three months of calendars in the attendance view. To move to different months in this view, click the black arrows to the right and left of the calendars. You can also click on the days in the calendar to get the [attendance detail](#) for that day. This is the same view as when you click on the 🌟 in the [Calendar View](#).



Jane Doe Switch Student

11-12 Simonsen Ninth Grade Cen
Student Number: 165526191
Grade: 09

Welcome L

Jane

Calendar >

Schedule >

Attendance

Health >

Reports >

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Calendar >

User Account

Change Password >

Attendance

*** P = Present**

Your child will be showing a P on this screen if he/she was out of the classroom due to one of the following school related items:
JAC (Cole Co)
Counselor
Office
Homebound
ISS
Nurse
School Activity
Suspended Student Classroom

*** Your child may be showing a T for tardy for one of the following reasons:**
He/She was present for only part of the class
He/She was tardy due to a doctor or dentist appointment
He/She was actually tardy to the class

*** Just a reminder, if your child is exempt from a final, he/she will show an A for absent for the class in which they were not required to take the final**

← August 2011
September 2011
October 2011 →

August 2011							September 2011							October 2011						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6				1	2	3							1	
7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
28	29	30	31				25	26	27	28	29	30	23	24	25	26	27	28	29	
													30	31						

Dates that are highlighted can be clicked to view daily period details. ■ Excused ■ Unexcused ■ Exempt ■ Unknown

At the bottom of the Attendance View, you can view an attendance summary by

1. [Course](#)
2. [Period](#)
3. [Day](#)
4. [Term](#)

1. Course

Attendance Summary by Course

Course	Teacher	Periods Absent	Tardy
▶ 1111S English I	Underwood, Brian	3	0
▶ 2111S Government	Eickmeyer, Myra	3	0
▶ 3121 Algebra IA	Malik, Naveed	2	0
▶ 4121 Physics First	Weidinger, Clayton	2	1
▶ 7221 Comp App I	Grubbs, Cherlyn	2	1
▶ 8120 Girls PE	Dey, Lisa	2	0
Total		14	2

There are several different options in the Course tab for viewing more detailed information about your student's attendance.

- a. Click on the number in the Periods Absent column or Tardy column to get an Absent or Tardy Detail for that course.

Attendance Summary by Course

Course	Teacher	Periods Absent	Tardy
▶ 1111S English I	Underwood, Brian	3	0
▶ 2111S Government	Eickmeyer, Myra	3	0
▶ 3121 Algebra IA	Malik, Naveed	2	0
▶ 4121 Physics First	Weidinger, Clayton	2	1
▶ 7221 Comp App I	Grubbs, Cherlyn	2	1
▶ 8120 Girls PE	Dey, Lisa	2	0
Total		14	2

Absent Details

1111S English I

Excused 2
Unexcused 1
Exempt 0
Unknown 0

Tardy Details

4121 Physics First

Excused 0
Unexcused 1
Exempt 0
Unknown 0

- b. Click the arrow on the Course to see the dates your student was absent from that course.

Attendance Summary by Course

Course	Teacher	Periods Absent	Tardy
▶ 1111S English I	Underwood, Brian	3	0
▶ 2111S Government	Eickmeyer, Myra	3	0
▶ 3121 Algebra IA	Malik, Naveed	2	0
▶ 4121 Physics First	Weidinger, Clayton	2	1
▶ 7221 Comp App I	Grubbs, Cherlyn	2	1
▶ 8120 Girls PE	Dey, Lisa	2	0
Total		14	2

- c. Click on the date to get the [attendance detail](#) for that day.

Attendance Summary by Course

Course	Teacher	Period	Absent	Tardy
1111S English I	Underwood, Brian	3	0	
08/31/2011 - Wednesday - Absent Unexcused				
10/06/2011 - Thursday - Absent Excused				
10/18/2011 - Wednesday - Absent Excused				
2111S Government	Eickmeyer, Myra	3	0	
3121 Algebra IA	Malik, Naveed	2	0	
4121 Physics First	Weidinger, Clayton	2	1	
7221 Comp App I	Grubbs, Chertyn	2	1	
8120 Girls PE	Dey, Lisa	2	0	
Total		14	2	

Attendance Details
August 31, 2011 - Wednesday(RS Day)
 Term: T1

Period	Course	Time	Description
1	3121 Algebra IA	08:06 AM - 08:54 AM	A.Absent
2	3121 Algebra IA	08:54 AM - 09:42 AM	A.Absent
3	4121 Physics First	09:42 AM - 10:30 AM	A.Absent
4	4121 Physics First	10:30 AM - 11:18 AM	A.Absent
5	7221 Comp App I	11:18 AM - 12:10 PM	A.Absent
6	7221 Comp App I	12:10 PM - 01:21 PM	A.Absent
7	2111S Government	01:21 PM - 02:08 PM	A.Absent
8	1111S English I	02:08 PM - 02:55 PM	A.Absent

2. Period

Attendance Summary by Period

Term: T1
 08/18/2011 - 10/14/2011

Period	Absent	Tardy
1 (10:06 AM-10:22 AM)	1	0
2 (10:22 AM-10:38 AM)	1	0
3 (10:38 AM-11:12 AM)	1	1
4 (11:12 AM-11:42 AM)	1	0
5 (11:42 AM-12:10 PM)	1	0
6 (12:10 PM-01:21 PM)	1	1
7 (01:21 PM-02:08 PM)	2	0
8 (02:08 PM-02:55 PM)	2	0
Total	10	2

There are several different options in the Period tab for viewing more detailed information about your student's attendance.

- Click on the Black Arrows next to the Term to move to a different term.

Attendance Summary by Period

Term: T1

Period	Absent	Tardy
1 (10:06 AM-10:22 AM)	1	0
2 (10:22 AM-10:38 AM)	1	0
3 (10:38 AM-11:12 AM)	1	1
4 (11:12 AM-11:42 AM)	1	0
5 (11:42 AM-12:10 PM)	1	0
6 (12:10 PM-01:21 PM)	1	1
7 (01:21 PM-02:08 PM)	2	0
8 (02:08 PM-02:55 PM)	2	0
Total	10	2

- b. Click the arrow on the Period to see the dates your student was absent from that period.

Course | Period | Day | Term

Attendance Summary by Period

Term: T1
08/18/2011 - 10/14/2011

Period	Absent	Tardy
▶ 1 (10:06 AM-10:22 AM)	1	0
▶ 2 (10:22 AM-10:38 AM)	1	0
▶ 3 (10:38 AM-11:12 AM)	1	1
▶ 4 (11:12 AM-11:42 AM)	1	0
▶ 5 (11:42 AM-12:10 PM)	1	0
▶ 6 (12:10 PM-01:21 PM)	1	1
▶ 7 (01:21 PM-02:08 PM)	2	0
▶ 8 (02:08 PM-02:55 PM)	2	0
Total	10	2

- c. Click on the date to get the [attendance detail](#) for that day.

Course | Period | Day | Term

Attendance Summary by Period

Term: T1
08/18/2011 - 10/14/2011

Period	Absent	Tardy
▼ 1 (10:06 AM-10:22 AM)	1	0
08/31/2011 Wednesday - Absent Unexcused		
▶ 2 (10:22 AM-10:38 AM)	1	0
▶ 3 (10:38 AM-11:12 AM)	1	1
▶ 4 (11:12 AM-11:42 AM)	1	0
▶ 5 (11:42 AM-12:10 PM)	1	0
▶ 6 (12:10 PM-01:21 PM)	1	1
▶ 7 (01:21 PM-02:08 PM)	2	0
▶ 8 (02:08 PM-02:55 PM)	2	0
Total	10	2

Attendance Details

August 31, 2011 - Wednesday(RS Day)
Term: T1

Period	Course	Time	Description
1	3121 Algebra IA	08:06 AM - 08:54 AM	A Absent
2	3121 Algebra IA	08:54 AM - 09:42 AM	A Absent
3	4121 Physics First	09:42 AM - 10:30 AM	A Absent
4	4121 Physics First	10:30 AM - 11:18 AM	A Absent
5	7221 Comp App I	11:18 AM - 12:10 PM	A Absent
6	7221 Comp App I	12:10 PM - 01:21 PM	A Absent
7	2111S Government	01:21 PM - 02:08 PM	A Absent
8	1111S English I	02:08 PM - 02:55 PM	A Absent

- d. Click on the number in the Absent or Tardy column to get an Absent or Tardy Detail for that Period.

Course | Period | Day | Term

Attendance Summary by Period

Term: T1
08/18/2011 - 10/14/2011

Period	Absent	Tardy
▶ 1 (10:06 AM-10:22 AM)	1	0
▶ 2 (10:22 AM-10:38 AM)	1	0
▶ 3 (10:38 AM-11:12 AM)	1	1
▶ 4 (11:12 AM-11:42 AM)	1	0
▶ 5 (11:42 AM-12:10 PM)	1	0
▶ 6 (12:10 PM-01:21 PM)	1	1
▶ 7 (01:21 PM-02:08 PM)	2	0
▶ 8 (02:08 PM-02:55 PM)	2	0
Total	10	2

Absent Details

Period: 1

Excused	0
Unexcused	1
Exempt	0
Unknown	0

Tardy Details

Period: 3

Excused	0
Unexcused	1
Exempt	0
Unknown	0

3. Day

Course	Period	Day	Term							
Attendance Summary by Day										
Date	ZH	1	2	3	4	5	6	7	8	AS
10/18/2011 Tue						A	A	A	A	
10/06/2011 Thu							T	A	A	
10/03/2011 Mon					T					
08/31/2011 Wed		A	A	A	A	A	A	A	A	A
Absent Totals	0	1	1	1	1	2	2	3	3	0
Tardy Totals	0	0	0	1	0	0	1	0	0	0

There are several different options in the Day tab for viewing more detailed information about your student's attendance.

- a. Click on the date to get the [attendance detail](#) for that day.

Period	Course	Time	Description
1	3121 Algebra IA	08:06 AM - 08:54 AM	
2	3121 Algebra IA	08:54 AM - 09:42 AM	
3	4121 Physics First	09:42 AM - 10:30 AM	
4	4121 Physics First	10:30 AM - 11:18 AM	
5	8120 Girls PE	11:18 AM - 12:10 PM	2 Illness
6	8120 Girls PE	12:10 PM - 01:21 PM	2 Illness
7	2111S Government	01:21 PM - 02:08 PM	2 Illness
8	1111S English I	02:08 PM - 02:55 PM	2 Illness

- b. Click on the number in the Absent or Tardy row to get an Absent or Tardy Detail for a Period.

Course	Period	Day	Term							
Attendance Summary by Day										
Date	ZH	1	2	3	4	5	6	7	8	AS
10/18/2011 Tue						A	A	A	A	
10/06/2011 Thu							T	A	A	
10/03/2011 Mon					T					
08/31/2011 Wed		A	A	A	A	A	A	A	A	A
Absent Totals	0	1	1	1	1	2	2	3	3	0
Tardy Totals	0	0	0	1	0	0	1	0	0	0

Absent Details	
Period: 1	
Excused	0
Unexcused	1
Exempt	0
Unknown	0

Tardy Details	
Period: 3	
Excused	0
Unexcused	1
Exempt	0
Unknown	0

4. Term

Attendance Summary by Term

Term	Days Absent	Periods Absent	Tardy
▶ T1 (08/18/2011-10/14/2011)	1	10	2
▶ T2 (10/18/2011-12/22/2011)	0.5	4	0
T3 (01/04/2012-03/09/2012)	0	0	0
T4 (03/12/2012-05/18/2012)	0	0	0
Total	1.5	14	2

There are several different options in the Term tab for viewing more detailed information about your student's attendance.

- Click the arrow on the Term to see the dates your student was absent from that term

Attendance Summary by Term

Term	Days Absent	Periods Absent	Tardy
▶ T1 (08/18/2011-10/14/2011)	1	10	2
▶ T2 (10/18/2011-12/22/2011)	0.5	4	0
T3 (01/04/2012-03/09/2012)	0	0	0
T4 (03/12/2012-05/18/2012)	0	0	0
Total	1.5	14	2

- Click on the date to get the [attendance detail](#) for that day.

Attendance Summary by Term

Term	Days Absent	Periods Absent	Tardy
▼ T1 (08/18/2011-10/14/2011)	1	10	2
08/31/2011 - Wednesday - Absent Unexcused			
10/03/2011 - Friday - Tardy Unexcused			
10/06/2011 - Thursday - Tardy Excused			
▶ T2 (10/18/2011-12/22/2011)	0.5	4	0
T3 (01/04/2012-03/09/2012)	0	0	0
T4 (03/12/2012-05/18/2012)	0	0	0
Total	1.5	14	2

Attendance Details
August 31, 2011 - Wednesday(RS Day)
Term: T1

Period	Course	Time	Description
1	3121 Algebra IA	08:06 AM - 08:54 AM	A Absent
2	3121 Algebra IA	08:54 AM - 09:42 AM	A Absent
3	4121 Physics First	09:42 AM - 10:30 AM	A Absent
4	4121 Physics First	10:30 AM - 11:18 AM	A Absent
5	7221 Comp App I	11:18 AM - 12:10 PM	A Absent
6	7221 Comp App I	12:10 PM - 01:21 PM	A Absent
7	2111S Government	01:21 PM - 02:08 PM	A Absent
8	1111S English I	02:08 PM - 02:55 PM	A Absent

- Click on the number in the Periods Absent or Tardy column to get an Absent or Tardy Detail for a Period

Attendance Summary by Term

Term	Days Absent	Periods Absent	Tardy
▶ T1 (08/18/2011-10/14/2011)	1	10	2
▶ T2 (10/18/2011-12/22/2011)	0.5	4	0
T3 (01/04/2012-03/09/2012)	0	0	0
T4 (03/12/2012-05/18/2012)	0	0	0
Total	1.5	14	2

Absent Details
Term: T1

Excused	2
Unexcused	8
Exempt	0
Unknown	0

Tardy Details
Term: T1

Excused	1
Unexcused	1
Exempt	0
Unknown	0

Grades View

The Student Grades tab displays recent assignments that have been graded, a list of term grades by course, and the student's current Term GPA. Parents and students are able to see all grading tasks and grades and can easily view all assignments for a particular course.

Jane Doe
SELECT A STUDENT ▾

13-14 Jefferson City High Scho

Student Number: 9601872

Grade: 12

Jane

- Calendar >
- Schedule >
- Attendance >
- Grades >
- Health >
- To Do List >
- Reports >
- A Plus >

Grades

Recently Graded Assignments

Posted	Course
37 minutes ago	6531 -
38 minutes ago	9210 -
38 minutes ago	9210 -
39 minutes ago	3201A
39 minutes ago	3201A

Recently Graded Assignments

At the top of the Grades tab, a list of **Recently Graded Assignments** displays. This section works like a news feed, where assignments scored and saved by the teacher in the Assignments tool are instantly viewable in the Portal, noting when the score was last updated. These assignments display for 14 days. Additional information about the assignment is found when clicking on the name of the assignment.

SELECT A STUDENT ▾
Welcome Linda Doe

Home
Sign Out

ion City High Scho
ber: 9601872

Grades

Recently Graded Assignments

Posted	Course	Assignment	Score	Total	Percent
12 seconds ago	6531 - Marching Band	Home Football #1	100	100	100.0%
1 minute ago	9210 - Graphic Communications I	One-color t-shirt	72	80	90.0%
1 minute ago	9210 - Graphic Communications I	Blob Tatoo	5	5	100.0%
2 minutes ago	3201A - AP Calculus AB II				
2 minutes ago	3201A - AP Calculus AB II				

Assignment Detail for 9210-2 Graphic Communications I

9210-2 Graphic Communications I
Teacher: Wolf, Cheryl

Grade Book view for 9210-2 Graphic Communications I

Score Detail

Score: 72 (90.000%)

Comments:

Assignment Detail

Name: One-color t-shirt

Due Date: 09/30/2013

Date Assigned: 09/10/2013

Total Points: 80

Multiplier: 1

Description:

Objectives: Create and print a one-color t-shirt.

Grade Book view for 9210-2 Graphic Communications I

Grades By Course

Expand All
Collapse All

- 5000-5 A+ Tutoring - Brickey, Karen R
- 3201A-1 AP Calculus AB II - Forck, Jana
- 3201B-1 AP Calculus AB II - Forck, Jana

Grades by Course

A summary of course grades can be viewed for each term schedule in the calendar. The course section grades include Final Grades (if available) and In-Progress Grades (grade the student currently has) for each grading task and standard. These courses can be collapsed to display only the available links for each section. The student's Grade Point Average displays at the bottom of this view for each term in the school year.

Grades By Course

Expand All Collapse All In-Progress Grade Final Grade

- 5000-5 A+ Tutoring - Brickey, Karen R
- 3201A-1 AP Calculus AB II - Forck, Jana

	T1	T2	T3	T4
Progress	90.2% A-			
Term Grade	91.9% A-			
- 3201B-1 AP Calculus AB II - Forck, Jana
- 3202A-1 AP Calculus BC - Forck, Jana
- 3202B-1 AP Calculus BC - Forck, Jana
- 1414-4 English 101 - Corwin, Joy
- 1415-4 English 102 - Corwin, Joy
- 9210-2 Graphic Communications I - Wolf, Cheryl
- 6531-1 Marching Band - Myers, Brett

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Health View

Vaccinations will appear with the following statuses:

- Compliant
- Non-Compliant - displays in red text
- No Requirement
- Waiver - displays as Exempt and the reason for the exemption (Medical, Religious, Conscientious Objection or Lab Confirmation)

Jane Doe Switch Student

11-12 Simonsen Ninth Grade Cen
Student Number: 165526191
Grade: 09

Jane

Calendar >

Schedule >

Attendance >

Health

Reports >

Family

Messages >

Family Members >

Calendar >

User Account

Change Password >

Health

Immunizations

* Vaccines with no Compliance Status are not mandatory or they contribute to the Compliance Status of another vaccine.

Vaccine	Compliance Status	Doses			
		1	2	3	4
Diphtheria-tetanus-pertussis, combined [DTaP, DTP]	Compliant	01/08/1997	03/26/1997	05/22/1998	09/24/2001
Hemophilus influenza, type B [Hib]	No Requirement				
Hepatitis B [Hep B]	Compliant	11/12/1996	01/08/1997	06/23/1997	
Measles-Mumps Rubella [MMR]	Compliant	02/07/1998	09/24/2001		
Pneumococcal	No Requirement				
Polio [IPV, OPV]	Compliant	01/08/1997	03/26/1997	06/23/1997	09/24/2001
Tetanus, Diphtheria and Acellular Pertussis [Tdap]	Non-compliant				
Varicella	Exempt - Disease				

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To Do List

The **To Do List** tab provides a summary of assignments that are due and/or late for a student(s). The summary includes the Course and Assignment, the Date Assigned, Due Date, Days Remaining or Overdue, and the student to whom the assignment was given (if in the Family view).

- Assignments with a score do not display in the To Do List.
- Assignments that have been turned in do not display in the To Do List.
- Assignments marked as missing will display in the To Do List.

Student	Course	Assignment	Date Assigned	Due Date	Days Remaining/Overdue
Doe, John	7224-5 Desktop Pub	JCHS Letterhead	03/10/2014	03/10/2014	59
Doe, John	7224-5 Desktop Pub	Certificate	03/10/2014	03/10/2014	59
Doe, John	7224-5 Desktop Pub	MouseAd	03/10/2014	03/10/2014	59
Doe, John	7224-5 Desktop Pub	Quiz #1	03/10/2014	03/10/2014	59
Doe, John	7224-5 Desktop Pub	PRODtest-ClassAd	03/10/2014	03/10/2014	59
Doe, John	7224-5 Desktop Pub	Flyer	03/10/2014	03/10/2014	59
Doe, John	7224-5 Desktop Pub	ACT Flyer	03/10/2014	03/10/2014	59
Doe, John	7224-5 Desktop Pub	Midterm Written Exam	03/10/2014	03/10/2014	59
Doe, John	7224-5 Desktop Pub	Class Schedule	03/10/2014	03/10/2014	59
Doe, John	7224-5 Desktop Pub	Personal ID Card	03/10/2014	03/10/2014	59
Doe, John	7224-5 Desktop Pub	Classified Ad Production Test	03/10/2014	03/10/2014	59
Doe, John	7224-5 Desktop Pub	Calendar Project	03/10/2014	03/10/2014	59


Course	Assignment	Date Assigned	Due Date	Days Remaining/Overdue
5000-5 A+ Tutoring	Final Evaluation	12/11/2013	12/11/2013	9
5000-5 A+ Tutoring	Reflective Paper	12/03/2013	12/03/2013	3
5000-5 A+ Tutoring	Midterm Evaluation	11/13/2013	11/13/2013	-8
9210-2 Graphic Communications I	Term 1 Exam	08/15/2013	10/16/2013	-27
3201A-1 AP Calculus AB II	Assignment 95		10/16/2013	-27
3201A-1 AP Calculus AB II	CalcB, I (8A test)		10/16/2013	-27
3201A-1 AP Calculus AB II	9-week exam review		10/16/2013	-27
3201A-1 AP Calculus AB II	Term 1 Exam		10/16/2013	-27
3201A-1 AP Calculus AB II	Rule Quizzes		10/16/2013	-27
9210-2 Graphic Communications I	Illustrator Gradient	09/30/2013	09/30/2013	-38
3201A-1 AP Calculus AB II	Ch 7 Take Home Quiz #1		09/16/2013	-48
9210-2 Graphic Communications I	Illustrator Popsicle	08/28/2013	08/29/2013	-59

The To Do List can be filtered to show All Dates or only assignments for a specific month. Clicking the Print icon will generate the list in PDF format to be printed.

Course	Assignment
5000-5 A+ Tutoring	Final Evaluat

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Reports View




Jane Doe
11-12 Simonsen Ninth Grade Cen
Student Number: 165526191
Grade: 09

[Switch Student](#)

Reports

- Student Schedule
- Missing Assignments

Reports on this page require the Adobe Acrobat Reader (free). 

- Jane
- Calendar >
- Schedule >
- Attendance >
- Health >
- Reports**
- Family
- Messages >

Student Schedule


Displays the student's schedule for the whole year

11-12 Simonsen Ninth Grade Center 501 E. Miller, Jefferson City MO 65101 <small>Generated on 10/24/2011 03:07:27 PM Page 1 of 1</small>	Student Schedule For Doe, Jane <small>Grade: 09 Student Number: 165526191 Courses enrolled: 9</small>
--	---

	Term T1 (08/18/11-10/14/11)	Term T2 (10/18/11-12/22/11)	Term T3 (01/04/12-03/09/12)	Term T4 (03/12/12-05/18/12)
ZH	EMPTY	EMPTY	EMPTY	EMPTY
1	3121-1 Algebra IA Malik, Naveed Rm: 301	3121-1 Algebra IA Malik, Naveed Rm: 301	6110-7 Art I McDaniel, Cameron Rm: 15	6110-7 (Day RS) Art I McDaniel, Cameron Rm: 15
3	4121-18 Physics First Weidinger, Clayton Rm: 103	4121-18 Physics First Weidinger, Clayton Rm: 103	8210-16 Health Gschwender, Scott Rm: 14	8210-21 (Day RS) Health Bryan, Julie Rm: 13
5	7221-2 Comp App I Grubbs, Cheryl Rm: 310	8120-6 Girls PE Dey, Lisa Rm: GYM	5410-5 Spanish I Celada, Tisha Rm: 206	5410-5 (Day RS) Spanish I Celada, Tisha Rm: 206
7	2111S-6 Government Eickmeyer, Myra Rm: 204 Team: 1	2111S-6 Government Eickmeyer, Myra Rm: 204 Team: 1	2111S-6 Government Eickmeyer, Myra Rm: 204 Team: 1	2111S-6 (Day RS) Government Eickmeyer, Myra Rm: 204 Team: 1
8	1111S-9 English I Underwood, Brian Rm: 202 Team: 2	1111S-9 English I Underwood, Brian Rm: 202 Team: 2	1111S-9 English I Underwood, Brian Rm: 202 Team: 2	1111S-9 (Day RS) English I Underwood, Brian Rm: 202 Team: 2
AS	EMPTY	EMPTY	EMPTY	EMPTY

Missing Assignments

Displays the student's missing assignments



Jane Doe
11-12 Simonsen Ninth Grade Cen
Student Number: 165526191
Grade: 09

[Switch Student](#)

Missing Assignments

4121-18 Physics First

Assignments

Name	Practice 2.7: Average Speed	Total Points Possible	3
Due Date	09/29/2011	Score	
Date Assigned	09/29/2011	Comments	

Name	Work: Bubble Lab - Part 2	Total Points Possible	3
Due Date	09/21/2011	Score	
Date Assigned	09/21/2011	Comments	

- Jane
- Calendar >
- Schedule >
- Attendance >
- Health >
- Reports >
- Family
- Messages >
- Family Members >
- Calendar >
- User Account
- Change Password >

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Change Password View

This page allows you to change your password. Passwords must be at least 8 characters long and include letters, numbers, and special characters (e.g. @, #, \$, %, etc).

The screenshot shows the 'Campus Portal' interface. At the top, there is a logo on the left and a 'Switch Student' button on the right. Below the logo is a navigation menu with the following items: 'Family', 'Messages', 'Family Members', 'Calendar', 'User Account', and 'Change Password'. The 'Change Password' item is highlighted with a red border. To the right of the menu is the 'Change Account Password' form, which includes three input fields labeled 'Old Password', 'New Password', and 'Verify New Password', and a 'Change Password' button.

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