



# PowerSchool User Guide for Students

PARKWEST SCHOOL DIVISION

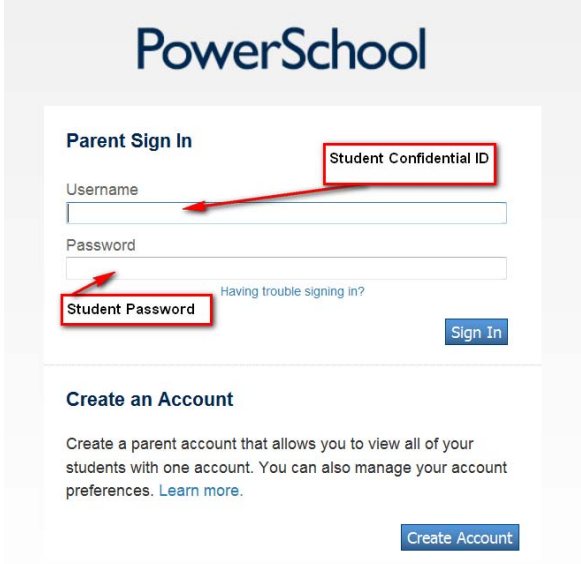
# PowerSchool User Guide for Students

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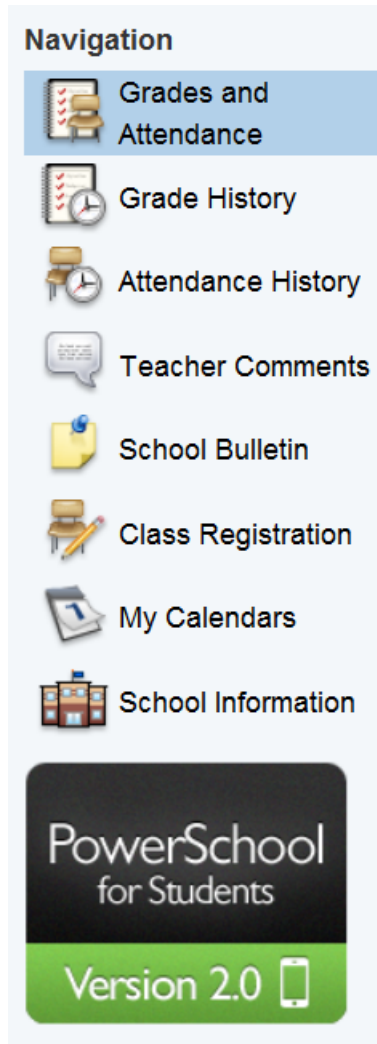
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# Logging In To Your Powerschool Account

PROCESS STEPS	SCREEN SHOTS
<p>Launch a web browser (Internet Explorer, Safari, or FireFox) and go to PowerSchool Parent Portal URL:</p> <ul style="list-style-type: none"><li>• <a href="http://powerschool.pwsd.ca/public">http://powerschool.pwsd.ca/public</a> <b>(NO www at the beginning)</b></li></ul> <p>Your account has already been created and your username and password have been provided.</p> <p>Enter your username and password and hit <a href="#">Sign In</a></p>	 <p>The screenshot shows the PowerSchool Parent Sign In page. The page has a header with the 'PowerSchool' logo. Below the logo is a 'Parent Sign In' section. This section contains two input fields: 'Username' and 'Password'. A red box labeled 'Student Confidential ID' is positioned above the Username field, with a red arrow pointing to the field. Another red box labeled 'Student Password' is positioned below the Password field, with a red arrow pointing to the field. To the right of the Password field is a link that says 'Having trouble signing in?'. Below the input fields is a blue 'Sign In' button. Below the 'Parent Sign In' section is a 'Create an Account' section. This section contains a paragraph of text: 'Create a parent account that allows you to view all of your students with one account. You can also manage your account preferences. <a href="#">Learn more.</a>' and a blue 'Create Account' button.</p>









## Navigation Bar

The navigation bar appears at the left of the PowerSchool Parent/Student Portal start page, and is common to every page in the application.



## Main Menu

The main menu consists of several icons within the navigation bar and includes links to the following features:

FIELD	DESCRIPTION
 Grades and Attendance	Click to view student grades and attendance for the current term.
 Grades History	Click to view student grades for the previous term.
 Attendance History	Click to view attendance history for the current term.
 Teacher Comments	Click to view any teacher comments.
	Click to view the School Bulletin.
	The <i>Class Registration</i> icon will not be used in Park West at this time.
	<i>My Calendar</i> operates in conjunction with iCalendar.
 School Information	Click to view information about the schools.

## Printer Icon

In the top right corner is a printer icon.



Click this icon to print the current page for your records.

## Work with the Main Menu

Read this section to understand the basics of working with the main menu.

## Grades and Attendance

Use this page to view the grades and attendance for the student in the current term. The legend at the bottom of the page displays the attendance codes and their meanings.

Snap-shot of last 2 weeks attendance

To view information for dropped classes, click [Show dropped classes also](#)

To send an email to the teacher, click the name of the teacher. *To use this function, your web browser must be properly configured.*

### Grades and Attendance

Exp	Last Week							This Week							Course	S1	Absences	Tardies
	M	T	W	H	F	S	S	M	T	W	H	F	S	S				
1(A)		A	A						SR	SR					Criminal Justice Baldwin, D	B+ 89	3	2
<b>Attendance Totals</b>															3	2		

Current weighted GPA (S1):  
[Show dropped classes also](#)

Legend  
Attendance Codes: A=Absent | E=Entered | SR=School Related | T=Tardy |  
Citizenship Codes: H=Honorable | S=Satisfactory | N=Needs to improve | U=Unsatisfactory |

Print Page

To view grade detail, click a grade in the term column. The [Class Score Detail](#) page appears.

#### Class Score Detail

Course	Teacher	Expression	Final Grade*
Criminal Justice	Baldwin, D	[N]	B+ 89%

Teacher Comments: Meets lab/classroom work experiences.

Section Descriptions:

Due Date	Category	Assignment	Score	%	Grd
06/24/2008	lab	lab006	100/100	100	A
06/24/2008	lab	lab007	80/100	80	B-
06/24/2008	lab	lab008	100/100	100	A
06/24/2008	lab	lab009	60/100	60	D-
06/27/2008	PK01	Assign 1	80/100	80	B-
06/27/2008	ATP	ATP001	100/100	100	A
06/27/2008	lab	lab001	100/100	100	A

\* - Score is exempt from final grade. \* - Assignment is not included in final grade.  
! - This final grade may include assignments that are not yet published by the teacher. It may also be a result of special weighting used by the teacher.

Print Page

To view attendance dates click on the Absences or Tardies number.

#### Dates of Attendance

Dates of all absences for Criminal Justice Exp. 1(A) (3333.1) for Sum 07:

- 1(A) - Wednesday, June 25, 2008 - A
- 1(A) - Tuesday, July 22, 2008 - A
- 1(A) - Wednesday, July 23, 2008 - A

#### Dates of Attendance

Dates of all tardies for Criminal Justice Exp. 1(A) (3333.1) for Sum 07:

- 1(A) - Monday, July 7, 2008 - T
- 1(A) - Thursday, July 10, 2008 - T




## Teacher Comments

Use this page to view any comments that teachers entered regarding items such as the student's achievement or behavior.

**Teacher Comments\***

Exp.	Course	Teacher	Comment
1(A)	Criminal Justice	Baldwin, D	Meets lab/classroom work experiences. Please note that the Current Grade and Current % are subject to change when assignments are turned in by the end of the Quarter. The final Semester grade is made up of three components: First Quarter grade (45%), Second Quarter grade (45%), and our Final Evaluation (10%).

\* Additional teacher comments may be found on the 'Grades and Attendance' and 'Grades History' pages. Find comments there by clicking on the reporting period score for the appropriate class.

Print Page 

## School Information

Use this page to view basic school information

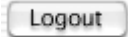
### School Information

### School Information

<b>Name:</b>	Hamiota Collegiate
<b>Address:</b>	Hamiota Collegiate Box 200 91-1st Street Hamiota, MB R0M 0T0
<b>Phone:</b>	(204) 842-2803

## Quit PowerSchool Parent/Student Portal

When finished working in PowerSchool Parent Portal, it is important to log out of the application. You can log out of PowerSchool Parent Portal from any page in the application.

To log out, click  in the upper right corner of the screen.

**NOTE:** If you are not actively working in PowerSchool Parent/Student Portal, your session may timeout. If so, you need to log in again.