Susquehanna Valley
Central School District

*PowerSchool Parent Portal
Directions Packet*

PowerSchool is Susquehanna Valley's easy-to-use web-based student information system. Through PowerSchool Parent Portal you can access your high school or middle school child's grades, grade history, and attendance. You can also communicate with your child's teacher by setting your email notifications to receive automatic progress reports, based on events of your choice.

You can access PowerSchool from any computer that has Internet access after you have set up a user account and linked your students to that account.

Navigating the portal:
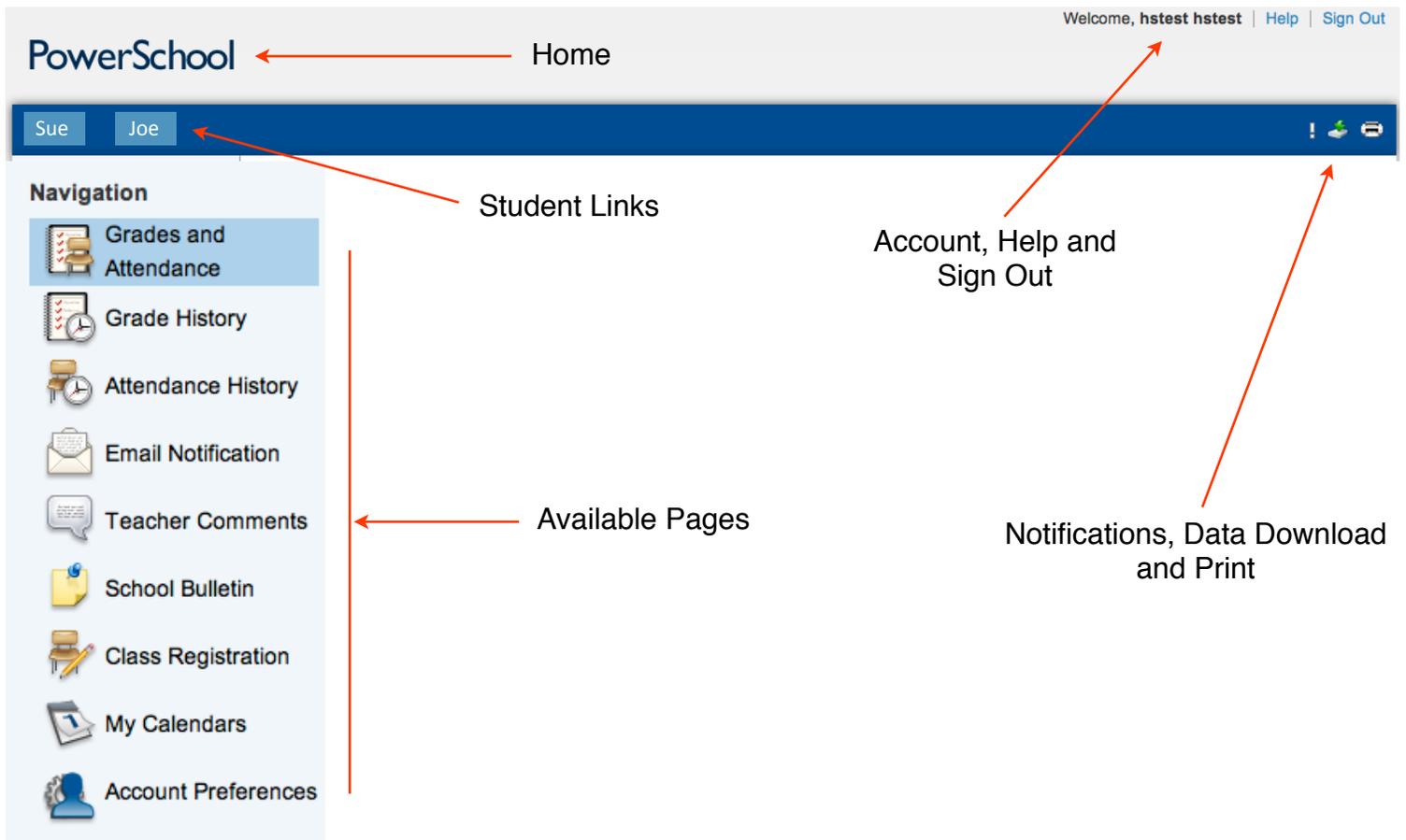
Welcome, **hstest hstest** | Help | Sign Out

PowerSchool ← Home

Sue   Joe ← Student Links

Account, Help and Sign Out

Navigation
- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments ← Available Pages
- School Bulletin
- Class Registration
- My Calendars
- Account Preferences

Notifications, Data Download and Print

When you first log into PowerSchool, the program opens to the Grades & Attendance page. This page displays:

An overview of your child's attendance for this week and last week.

Your child's course schedule, by period. The schedule includes the course name and instructor.

Each teacher's name is linked to their email address.

The current grade that your child is receiving for this quarter.

The historical grades that your child received for past quarters of this school year.

The total number of Absences and Tardies for each course.

Navigation																					
Grades and Attendance																					

Grades and Attendance:

	Exp	Last Week					This Week					Course	I1	Q1	Q2	Q3	Q4	F1	Absences	Tardies
		M	T	W	H	F	M	T	W	H	F									
	1(A-F)											English 9 (R) ▪ Ludwig, Oneitta	--	--	--	--	--	--	0	0
	2(A-F)											Des Draw for Prod PLTW ATC ▪ Pavlick, David	--	--	--	--	--	--	0	0
	3(A-F) 4(A,C,E)											Living Enviro (R) ▪ Repp, Sharon	67 / 67	67 / 67	--	--	--	67 / 67	0	0
	4(B,D,F)		.		.			.			.	Boys PE 9 10 (L) ▪ Plouffe, Albert	--	--	--	--	--	--	0	0
	5(A-F)											Lunch ▪ Clapper, Krista	--	--	--	--	--	--	0	0
	6-7(A-F)			UA								Studio Art (R) ▪ Renner, Jeffrey	--	--	--	--	--	--	1	0
	08-09(A-F)						UA UA					Honors Global History/Geog. I ▪ Rachmaninoff, Gina	--	--	--	--	--	--	2	0
	10(A-F)						UA					French II (R) ▪ Rowe, Sharon	100 / 100	100 / 100	--	--	--	100 / 100	1	0
	11(A-F)						X					Geometry R ▪ Cody, Shauna	--	--	--	--	--	--	0	0
	12(A)		.	.	.	.	.	.			.	Shared Access ▪ Staiger, Brian	--	--	--	--	--	--	0	0
	12(A)		.	.	.	.	.	.			.	Shared Access ▪ Burke, Michael	--	--	--	--	--	--	0	0
																		Attendance Totals	4	0

Current Simple GPA by StoreCode GPA (Q1):

Show dropped classes also

Navigation items: Grades and Attendance, Grade History, Attendance History, Email Notification, Teacher Comments, School Bulletin, Class Registration, My Calendars, Account Preferences

Section information — Recent Attendance — Course schedule w/ teacher names (click on teacher name to email) — Current Grade (and past grades) — Absences Tardies (by class)

In the Attendance by Class section of this page, you will see a code for each day that your child was tardy or absent in the two-week period. A blank cell means that your child was present. Check the Attendance codes at the bottom of the page for clarification.

Click on the number link in the Absences or Tardies column to learn further information about an absence or tardy for a particular instance.

Attendance By Day											Absences		Tardies	
Last Week					This Week									
M	T	W	H	F	M	T	W	H	F		Q1	YTD	Q1	YTD
			EA								1	1	0	0
								Attendance Totals			1	1	0	0

Legend

Attendance Codes: Blank=Present I UA=Unexcused Absence I ASC=Alternative Study Center I EA=Excused Absence I ET=Excused Tardy I UT=Unexcused Tardy I ED=Early Departure I OS=Out Of School Suspension I OSI=Out Of School Suspension With Instruction I ST=School Approved Trip I TD=School Approved Tardy I MED=Medical Home Schooling I TRU=Truant I X=Excused Etcs I

The current quarter grade for each quarter is displayed in the columns next to the list of Courses. To see a list of assignments, due dates, and scores received for each assignment, click on the blue grade number for that quarter, in the course row:

| 4(B,D,F) 5-6(A-F) | | | | | | | | Earth Science (R)
🖊 Buckley, Lorraine | 96
96 | 96
96 | -- | -- | 0 | 0 |

Click the grade links to bring up assignment breakdowns.

Grades and Attendance

Class Score Detail

Course	Teacher	Expression	Final Grade[1]
Earth Science (R)	Buckley, Lorraine	4(B,D,F) 5-6(A-F)	96 96%

Teacher Comments:

Section Description:

Due Date	Category	Assignment			Codes			Score	%	Grd
09/10/2010	Parent Contact	Policy Sheet						5/5	100	100
09/13/2010	HW	Ziploc						--/2		
09/13/2010	HW	Jar with Lid						--/2		
09/14/2010	HW	#1-11, pg 4						22/22	100	100
09/15/2010	HW	#16-23, pg 7						14/16	87.5	88
09/16/2010	HW	#1-5, pg 20						--/10		
09/17/2010	HW	#6-11, pg 21						--/12		

Legend

Grades last updated on 9/15/2010

☑ - Collected, 🅛 - Late, 🅜 - Missing, 🅔🅧 - Score is exempt from final grade, 🅧 - Assignment is not included in final grade

1 - 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.

A few notes about Teacher grading:

Each teacher has his/her own grading system. Some teachers use a straight points system (total number of points/number of point earned), while others assign weights to categories such as tests/quizzes/homework. Please check with your child to understand the teacher's grading or ask to see the course syllabus.

Teachers inform students at the beginning of the year what the teachers expect and how they will grade. If you are still not sure about grading policies, you can email the teacher directly or phone the school.

Depending on the assignment, it may take longer for assignment grades to appear online. This is especially true for research papers, Art assignments or classroom projects. Teachers will enter grades within a reasonable time, on an ongoing basis. You can view when the grades were last updated for a particular class by looking at the bottom of the Class Score Detail:

| 09/16/2010 | HW | #1-5, pg 20 | | | | | --/10 | | |
| 09/17/2010 | HW | #6-11, pg 21 | | | | | --/12 | | |

Legend

Grades last updated on 9/15/2010

☑ - Collected, 🅛 - Late, 🅜 - Missing, 🅔🅧 - Score is exempt from final grade, 🅧 - Assignment is not included in final grade

1 - 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.

The Grade History option provides information for previous quarter grades. You will not see anything in the Grades History section until at least 2nd quarter.

The Attendance History selection allows you to view your child's Meeting attendance.

Through PowerSchool, you can be notified by email of your child's grades, attendance and assignments. Use the Email Notification link to select which information you would like to receive by email from the list below: NOTE- currently School announcements and Balance Alert choices are not being used, please don't choose these.

The information that has a checked box   will be sent to you by email, as long as you include a current email address. If you do not wish to receive a particular piece of information, uncheck the box by clicking it again.

For the items that has been checked, you can select how often you would like to receive this information. Use the drop-down arrow next to How often? to select:

Never
Once a week
Once every two weeks
Once a month
Daily (Daily emails may not contain that much or any new information as teachers
     may not be updating grades every day. We would recommend NOT choosing Daily)

As you register for your email notifications, you can check the Send Now box and current reports will be sent after you click submit. This allows you to try the system out and make sure it's working correctly.

Please remember: In order to have any information sent to you, you must include at least one email address. If you wish the information sent to more than one email address, include each address, separated by commas.

PLEASE DO NOT REPLY TO THE AUTOMATED EMAILS. If you have questions about the content of the emails, grading, or missing assignments, please discuss this with your child first and then contact the teacher if your have further questions.
After you select your Email Notification preferences, be sure to click the submit button.
You may change your email preferences at any time.

SPAM BLOCKER OR JUNK EMAIL FILTER? If your email client or system has a spam blocker setup, it is important to know that the email notifications will come from the domain: @svsabers.org Please add this email domain to your email client as an accepted or allowed domain so those emails can get through.

Navigation

Grades and Attendance

Grade History

Attendance History

Email Notification

Teacher Comments

School Bulletin

Class Registration

My Calendars

Account Preferences
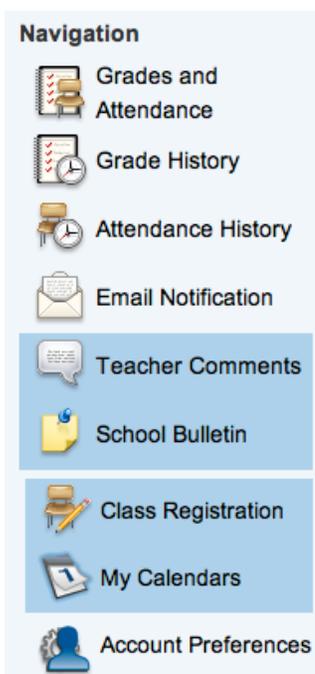
Please Note: The Teacher Comments, School Bulletin, Class Registration and the My Calendars Pages are currently not being used by the school at this time, they may be in the future.

The Account Preferences page is where you manage your profile and students.

In the Profile tab you can edit user name, email address, language and log in credentials.

In the Students tab you can add more students to your account.

When you are done with the portal be sure to sign off to prevent unauthorized access.