

Campus Portal for Parents

Introduction to the Campus Portal for Parents

Alberton School understands that parental access to information is a critical link in guiding and supporting students. The Campus Portal for Parents is designed to help you stay up-to-date with your student's assignments, activities and academic progress

In this secure site, confidential information about your student is just a click away. You can view assignment details, track attendance, and print report cards and unofficial transcripts.

Teachers and staff publish information as it is available giving parents immediate access to ongoing student performance. You can login to the Campus Portal to view your student's information from any convenient location – on your home computer or mobile device.

Alberton School can post announcements, important notices, and meetings quickly and efficiently onto the portal, allowing busy families to schedule, plan and stay informed.

Portal access is determined by the school and will give access to some, or all, of the views listed in this document.

How it works

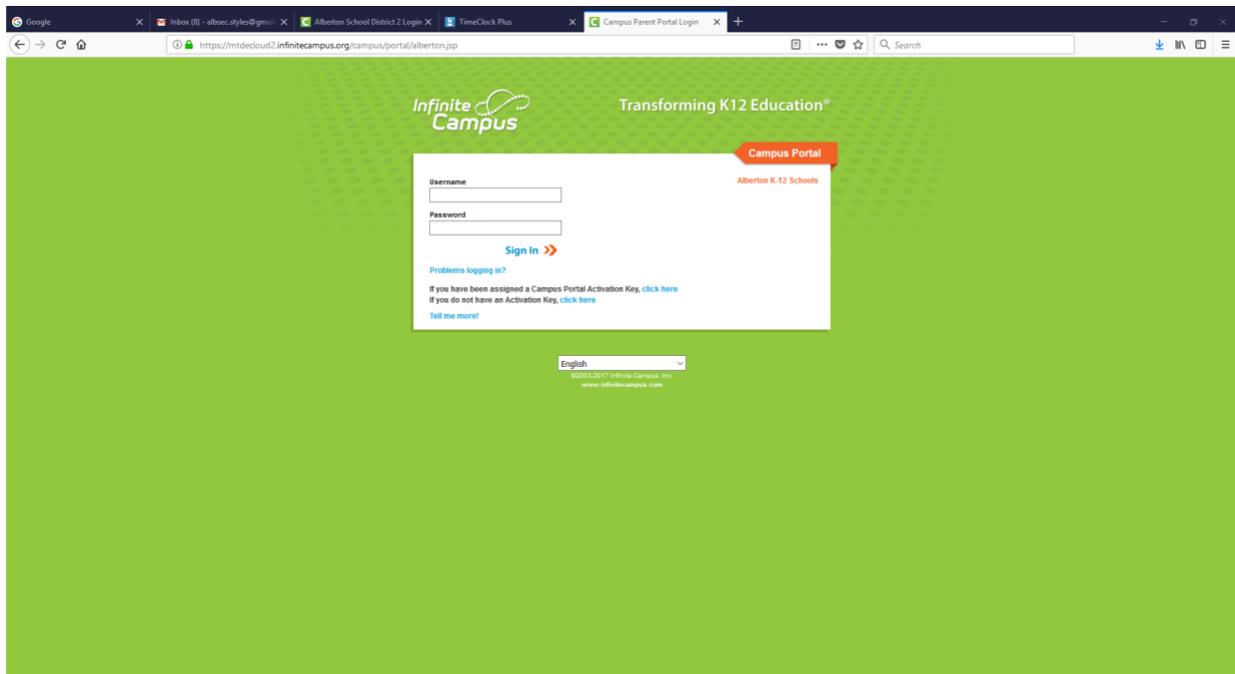
To use the Campus Portal, you will need a computer with Internet access. Your account will remain active while your student remains within our district. You may also access the Portal through your mobile devices, such as iPhones, iPads and iPad Touch, and Android devices. Visit www.infinitecampus.com to download the mobile app, or find it on the iTunes store, Google Play, or the Amazon App Store.

Access to the Campus Portal

After returning your Infinite Campus Parent/Guardian Access Request Form for the Portal to the Alberton School District office, you will be given an Activation Code (or GUID) to be used the first time you login.

Go to: <https://mtdecloud2.infinitecampus.org/campus/portal/alberton.jsp>

Click on line that says "If you have been assigned a Campus Portal Activation Key, click here"



Enter the GUID (activation key) that you were given, and follow instruction for creating a username and password.

Navigating the Campus Portal

Navigating the Campus Portal is easy. Once logged in, an index of accessible information for each student is listed within the left navigation of the screen. The parent's name will appear under the Campus Portal Header. Each student's name is listed below, with links to their school information.

School and District Notices

When viewing the Campus Portal for Parents, any relevant notices are displayed in the main frame of the screen. Notices are organized by district-wide messages or by building-specific messages.

Attendance

Tracking your student's attendance is easy in the Campus Portal. Students who miss a lot of school may risk falling behind and doing poorly on exams. Either teachers or the attendance clerk enters absences and tardys for each class as they occur or by the end of the day. These absences are posted immediately

to the portal after the teacher or clerk saves the input so you can see if and when any classes were missed during the day.

Attendance

April 2011 May 2011 June 2011

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

Attendance Summary by Course

Course	Teacher	Periods Absent	Tardy
▶ 0003 DCA- Auto Tech		10	0
▶ 0301 DCA- Health Occupations		8	0
▶ 0302 DCA- Health Occupations		2	0
▶ 0601 DCA- Criminal Forensics		6	0
▶ 1010 Drawing 1		39	1
▶ 1020 Drawing 2		15	0
▶ 1810 Credit Recovery		2	0
▶ 2010 Speech		3	0
▶ 2131 Newspaper		3	0
▶ 2132 Newspaper		1	0
▶ 4531 Basic Math 3		3	0
▶ 6090B Biology II		2	0

Food Service

This displays activity in your student's lunch account, including their current balance.

Food Service

Account Name	Account #	Balance as of 06/03/2011
Test, Carl F	14768-5944	\$26.40

Transaction Detail

Show transactions for: Month Date Range

Date	Patron	Item	Comment	Debit	Credit
06/01/2011		Starting Balance			\$24.40
06/01/2011	Carl T	Cash		\$1.00	
		Cash			\$1.00

To Do List

This displays a list of assignments or projects the student has due in each active scheduled course section. This option appears twice – in Family and in Student portal view.

Household To Do List

Filter by Date: All Dates

Student	Course	Assignment	Date Assigned	Due Date	Days Remaining/Overdue
Kom, Kendra	1010-1 Drawing 1	New Assignment	06/14/2011	06/14/2011	-12
Kom, Kendra	1020-1 Drawing 2	Failing Assignment		04/13/2011	-56
Kom, Kendra	1020-1 Drawing 2	Missing Assignment		04/13/2011	-56
Kom, Kendra	1020-1 Drawing 2	Standard Assignment 1		04/13/2011	-56
Kom, Kendra	1020-1 Drawing 2	Course Marks assignment		04/13/2011	-56
Beaver, Sara	1010-1 Drawing 1	Hide and seek	01/17/2011	01/20/2011	-113
Beaver, Sara	1010-1 Drawing 1	Failing Assignment		11/05/2010	-165
Beaver, Sara	1010-1 Drawing 1	missing assignment		11/05/2010	-165
Beaver, Sara	1010-1 Drawing 1	Failing Assignment		11/05/2010	-165

Fees

This tool provides a list of all the fees assigned to the student. It may be a fee for a science project, shop fee for materials, Drivers Education fee or a library fine. You can view fees that have been charged, what has been paid, and the ongoing balance.

Fee Statement

Filter By: All Years

Description	Due Date	Type	Date	Exempt	Debit	Credit	Balance
☐ CHS Debate Club		Activity			75.00		0.00
└ Adjustment			07/31/2012			18.75	
└ Adjustment			07/31/2012			56.25	
☐ CHS Debate Club		Activity			75.00		0.00
└ Adjustment			07/31/2012			18.75	
└ Adjustment			07/31/2012			56.25	
CHS Cheerleading	08/08/2012	Activity			75.00		75.00
					Subtotals	225.00	150.00
							75.00

Amount Due: 75.00

Reports

Monitoring academic achievement is helpful for future college planning, scholarship opportunities and career choices. Reports list your student's schedule and any transcripts or report cards available. Adobe Acrobat Reader is required to view these reports. A free version may be installed from www.adobe.com.

Grades and Assignments

Parents can view assignment details for each individual day by clicking the assignment icon in the calendar view.

Current grades can be seen by clicking on the schedule tab in the left index. Once in a schedule, click on the name of a class to navigate to a detailed view of the grade for the class as well as detailed scores for all assignments.

The screenshot shows a user interface for a student named Damian. The left sidebar contains navigation options: Course Registration (12-13 Newton Senior High School), Calendar, Schedule, Attendance, Grades, Behavior, Health, Assessment, Fees, To Do List, Reports, Family, Messages, Household Information, Family Members, Calendar, To Do List, User Account, Account Management, Contact Preferences, and Access Log. The main content area is titled "Grades" and includes a "Recently Graded Assignments" table and a "Grades By Course" section.

Posted	Course	Assignment	Score	Total	Percent
23 minutes ago	1065 - Pottery 3	Clay Manipulation	92	100	92.0%
8 days ago	1100 - Jewelry 2	assignment 1	50	100	50.0%
8 days ago	1060 - Pottery 2	Missing flag *Missing	0	100	0.0%

The "Grades By Course" section shows a list of courses with expandable details. Annotations highlight specific features:

- A red box points to the course name "1065-2 Pottery 3" and the teacher name "Teacher, Ruth", stating: "The Teacher Newsletter and the Course Section and Course Name display as hyperlinks when these display options are selected." Red arrows point from this box to the course name and teacher name in the course list.
- Another red box points to the "1065-2 Pottery 3" course entry, stating: "The Term GPA option displays the student's total Grade Point Average at the bottom of the page." A red arrow points from this box to the "Grade Point Average" section at the bottom of the page.

	Q1	Q2	Q3	Q4
Quarter Grade		57.1% F	D+	
Any time Standard	5			
New Standard		4.0% F	2	1
New Standard copy	100.0% 7			
Semester Grade	B-			B+
One time Standard				

Grade Point Average	Q1	Q2	Q3	Q4
Term GPA	2.800	3.556	2.286	2.333

