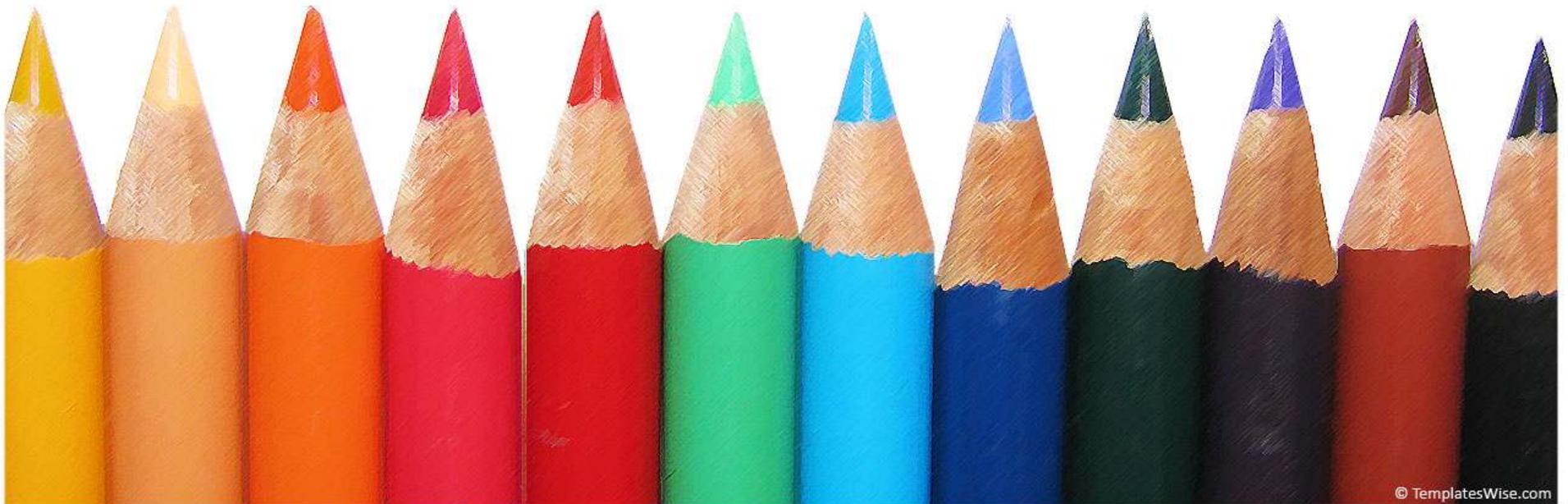


Infinite Campus Parent/Student Portal

Presented By:
Jason Rector
Rita Carter





How do you get access?



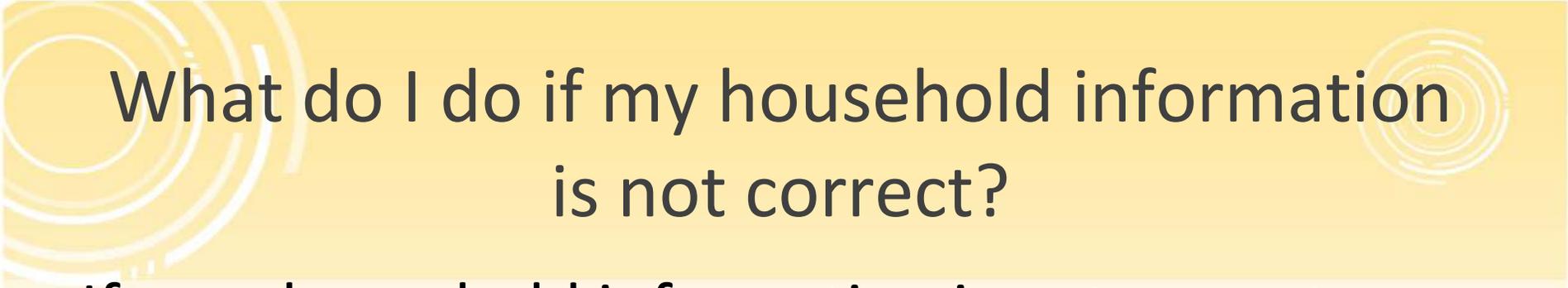
You come to your child(ren)'s registration meeting or school office and verify that your household information is correct.

You sign a release saying your household information is correct.

You complete a Parent Portal Access Request form and present it to school staff along with a photo ID.

You receive a Globally Unique Identification Number (GUID).

You will now have access to see your Child(ren)'s information.



What do I do if my household information is not correct?

If your household information is not correct you will be asked to make corrections on the Infinite Campus household data printout given to you by school personnel.

The changes will be made to your household data and a corrected household data printout will be given to you to verify and sign. At this time you will be given your GUID Portal access number or will be told when you can pick up your GUID access number.

Where can you access the Parent Portal from?

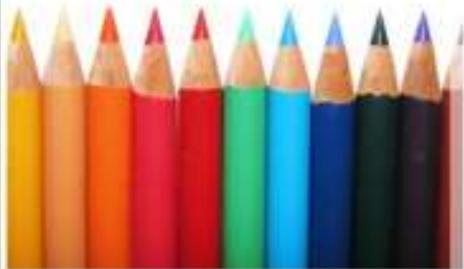
You can access the Infinite Campus Parent Portal from any computer that has internet access.



REQUIREMENT:

Your computer must have java and adobe acrobat reader installed which are free downloads.

www.java.com and www.adobe.com



Computer Requirements

<u>Platform</u>	<u>Support Minimums</u>		<u>Recommended Minimums</u>		
	PC	Macintosh	PC Windows	PC Vista	Macintosh
Operating System	Windows 2000 Pro	OS X OS 9.2.2 (until 06/08)	2000 Pro or XP	Vista	OS X
Processor	P3	G3	P4	1 GHz 32-bit	G4
RAM	256	256	512	1 GB	512
Internet Browser	IE 6.0 Firefox 2.0 X	Safari 1.3.2 Camino 1.0 Firefox 2.0.0.6	IE 6.0 Firefox 2.0.x	IE 7	Safari 2.0.x Camino 1.5.1 Firefox 2.0.0.7
Java Plug-in	Java 1.5.10	Java 1.3.1 Apple Java (MRJ 2.2.5 or for OS 9.2.2)	Java 1.5.10	Java 1.5.10	Java 1.3.1

What information will you see?

Each parent or guardian signed up for a Parent Portal account will see only their child(ren)'s information they are registered to access.

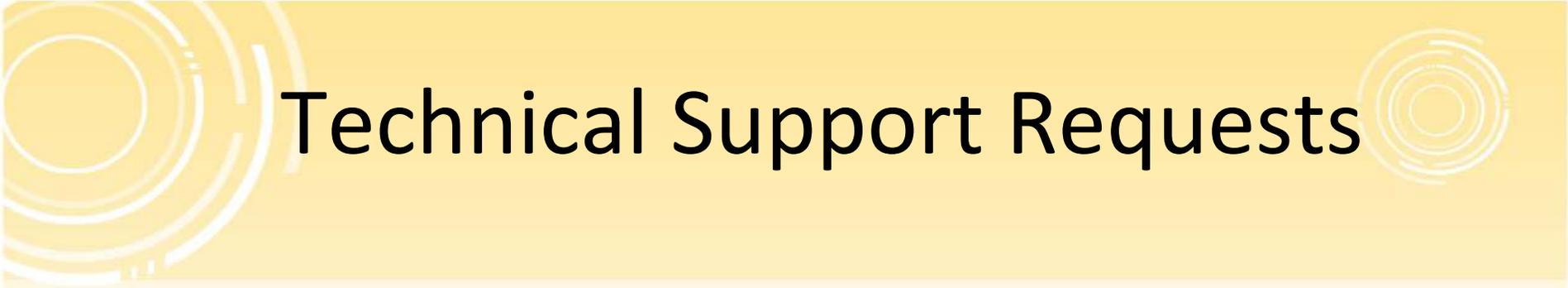
Only you as the parent or guardian will be allowed to see people in your household address unless you specify that a parent residing at another address should see your child(ren)'s information.

The information that appears in the Portal was taken from the Student Data form that you completed and returned to your child(ren)'s school at the beginning of the school year or at the time of registration.



What you need to know about your password.

- You may make your password whatever is easiest for you to remember, but ensure the password is one that doesn't compromise your child(rens)'s data.
 - **REMEMBER – YOUR HOUSEHOLD INFORMATION IS VIEWABLE TO ANYONE WITH YOUR PASSWORD.**
- Your password must be at least 8 characters, which is recommended to be a mixture of letters and numbers combined. Passwords are case sensitive.
- 5 unsuccessful login attempts logging onto the system will lock you out and disable your account. You must email support for re-activation.
- The system will log you off if the account is inactive for 60 minutes.
- If you forget your username and password you will need to follow the Problems Logging In directions found on the Adair IC Infinite Campus Parent Portal site. For additional support see technical support requests.



Technical Support Requests

Technical support issues that can't be resolved by following the parent portal guidelines must be e-mailed to IC.support@adair.kyschools.us. You must include a detailed description of the issue in the e-mail. Technical support requests will be monitored Monday through Friday and will be addressed within three (3) school days with e-mail notification to the user.

What is the website?

<https://central.infinitecampus.kyschools.us/campus/portal/adair.jsp?status=portalLogoff&lang=en>

The Adair County Schools website
can be found at

<http://www.adair.kyschools.us/ic>
and click on Parent/Student Portal
Login.



Login Screen



Welcome to the . Campus Portal!

Here you will find instant access to accurate, current and confidential information about your child(ren)'s school attendance, grades, class assignments and more!

Tell me more!

- In English
- En Español
- 中文简体
- 中文繁體

First time using Campus Portal?

If you have been assigned a Campus Portal Activation Key, [click here](#)

If you do not have an Activation Key, [click here](#)

Already have a Campus Portal account?

User Name

Password

Log In

[Problems logging in?](#)

District Notices

- [2006-10-02] [Need help using the Parent Portal? Click Here!](#)

Your Globally Unique GUID ID goes here.

Click Submit once you have entered the activation key (GUID).

Upon inputting your GUID you will be prompted to create a user name and password.



Welcome to the **Campus Portal!**
Here you will find instant access to accurate, current and confidential information about your child(ren)'s school attendance, grades, class assignments and more!

Tell me more!

- [In English](#)
- [En Español](#)
- [中文简体](#)
- [中文繁體](#)

Activating your Campus Portal account

Activating your Campus Portal parent portal account is easy. All you need is your Campus Portal [Activation Key](#) sent to you by your child's school.

Activation Key

{ - - - - }

Parent Portal Navigation

Option	Definition
Family	Personal household data including household members, address, phone numbers and e-mail address.
Calendar	Displays the district calendar. Days listed in gray are student days(s) off. The calendar link beneath a particular student displays only the information for that student. Click on the A+ to view class assignments due on that date (not all assignments may be entered for each course.)
To Do List	Displays a list of assignments or projects the student has that are due in each actively scheduled course section.
Schedule	The schedule lists the student's classes by period (shown vertically) and by term (shown horizontally) across the top of the schedule. Teacher E-mail - Parents may e-mail the teacher directly by clicking on the envelope icon next to the course.
Attendance	Student attendance entries are color coded to indicate a status of excused, unexcused, unknown or exempt.
Health	Lists students' health records.
Assessment	Displays state and national test scores.



Parent Portal Navigation



Option	Definition
Reports	Provides the ability for parents to access report cards, transcripts, etc. for the year.
Grades	Displays student grades and assignments.
Newsletter	Displays the newsletter teachers create for each section in which the student is enrolled.
Student Fees	Lists the fees the student has and how much money is owed.
Contact Information	Displays the school's address and phone numbers.
Transportation	Displays the bus(es) the student rides to and from school.
Grad Planner	Displays the student's progress towards graduation, based on requirements entered for the curriculum program and credit summary information from historical grades.
PLP	Displays the students Personal Learning Plan.
Account	Allows users to change their password and view other account information.

Family Members Screen

Displays a list of all household members, their relationship, grade/enrollment year, address, phone numbers and e-mail addresses. Contact the school attendance clerk immediately when student information changes or is inaccurate.

The screenshot shows the Infinite Campus interface for a parent named 'Alex Parent'. The 'Family' tab is selected in the left-hand navigation menu. The main content area displays 'Family Demographic Information' as a table with the following data:

Name	Relationship	Enrolled	Address	Phone Numbers	Email
Alex Parent	Self		30298 358 Street, ANY CITY, MN 58054	(R) (505)555-5555 (W) (507)378-2117	
Danielle Student	Daughter/Father	11-07-08 Text HS Fresh/Tr	30298 358 Street, ANY CITY, MN 58054	(R) (505)555-5555 (W) (505)555-5555 (C)	danielle@infinite.com
Elizabeth Student	Father/Daughter	12-05-06 HS	30298 358 Street, ANY CITY, MN 58054	(R) (505)555-5555 (W) (C)	

Viewing Schedule

The schedule lists the student's classes by period (shown vertically) and by term (shown horizontally across the top of the schedule.)

Parents may e-mail the teacher directly by clicking on the envelope icon next to the course.

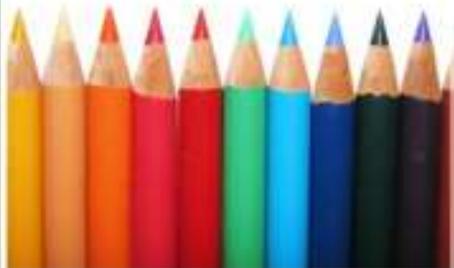


Alvin Parent

Danielle Student's Schedule for 07-08 Test HS Pent/Tri

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

	Term 1	Term 2	Term 3
1	<p>SN16151-11 Study Hall Sherwood, Susan Rm: 133 SpEd</p> <p> 0000-1 Customer Demo Administrator, System Rm:</p> <p>000000-1 90 Minute Course Administrator, System Rm:</p> <p> 0000-1 Customer Demo Administrator, System Rm:</p> <p>000000-1 90 Minute Course Administrator, System Rm:</p>		<p>SN16151-11 Study Hall Sherwood, Susan Rm: 133 SpEd</p>
	<p>AG001-18 Animal Science Rm: Start 04/05/2008</p>		Empty



Viewing Attendance

Entries are color coded to indicate a status of excused, unexcused, unknown or exempt.



Alvin Parent

- Family
 - Calendar
 - To Do List
 - Student, Brittany 10
 - Registration: 08-09
 - High School
 - 07-08 High School
 - Schedule
 - Attendance**
 - Behavior
 - Health
 - Assessment
 - Graduation Planner
 - Transportation
 - Fees
 - School Choice
 - To Do List
 - Reports
 - 07-08 Test HS Pent/Tri
 - Schedule
 - Attendance
 - Behavior

Danielle Student's Attendance for 07-08 Test HS Pent/Tri

Term 1	1	2	3	4	5	6	7	8	9
Absent	1	1	0	0	0	0	0	0	0
Early Release	0	0	0	0	0	0	0	0	0
Tardy	0	0	0	0	0	0	0	0	0

Date	1	2	3	4	5	6	7	8	9
05/19/2008	A	A	A						
09/12/2007	A	A							

Legend

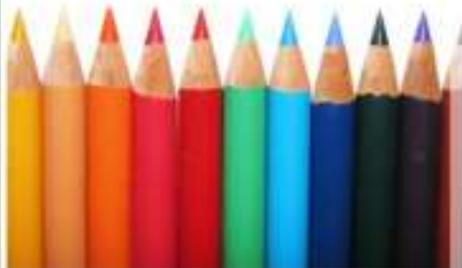
- A = Absent
- T = Tardy
- E = Early Release
- = Unknown
- = Excused
- = Unexcused
- = Exempt

Term 2	1	2	3	4	5	6	7	8	9
Absent	0	0	0	0	0	0	0	0	0
Early Release	0	0	0	0	0	0	0	0	0
Tardy	0	0	0	0	0	0	0	0	0

Term 3	1	2	3	4	5	6	7	8	9
Absent	0	0	0	0	0	0	0	0	0
Early Release	0	0	0	0	0	0	0	0	0
Tardy	0	0	0	0	0	0	0	0	0

Term 4	1	2	3	4	5	6	7	8	9
Absent	1	1	1	0	0	0	0	0	0
Early Release	0	0	0	0	0	0	0	0	0
Tardy	0	0	0	0	0	0	0	0	0

Term 5	1	2	3	4	5	6	7	8	9
Absent	0	0	0	0	0	0	0	0	0
Early Release	0	0	0	0	0	0	0	0	0



Calendar

The calendar link displays the district calendar. Days listed in gray are student day(s) off. The calendar link beneath a particular student displays only the information for that student.
Calendar View – Click on the **A+** to view class assignments due on that date (not all assignments may be entered for each course.)

The screenshot shows the Infinite Campus interface for a user named Jami Doe. The main content area displays a calendar for September 2009. The calendar grid is as follows:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		01 A+ Arvey	02	03	04	05
	06 Holiday/Holiday	07	08	09	10	11
12	13	14	15	16	17 Passing/Passing	18
19	20	21	22	23	24	25
26	27	28	29	30		

The interface includes a navigation menu on the left with options such as Family, Calendar, To Do List, and various student-specific links for Jami Doe and Jule Oll. The bottom of the screen shows the Windows taskbar with the Internet Explorer browser icon and a 100% zoom level.

Viewing Grades

Alvin Parent

Family

- Calendar
- To Do List

Student, Brittany 10

Registration: 08-09
High School

07-08 High School

- Schedule
- Attendance
- Behavior
- Health
- Assessment
- Graduation Planner
- Transportation
- Fees
- School Choice
- To Do List
- Reports

07-08 Test HS Pent/Tri

- Schedule
- Attendance
- Behavior
- Health
- Assessment
- Graduation Planner
- Transportation
- Fees
- School Choice
- To Do List
- Reports

Student, Danielle 11

Danielle Student's Gradebook Assignments for 0000-1 Customer Demo

Teacher's comments about Danielle:

0000-1 Customer Demo
Teacher: Administrator, System

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

Standards Summary

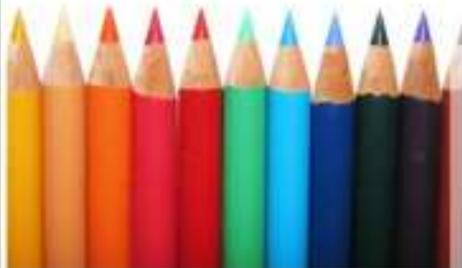
Legend: Final Grade Grade Not Available Yet

Standard	Penters		Trimesters		Penters		Penters	
	1	1	2	2	3	3	4	5
dan2 dan2 dan2 xlasikgf (skdjf asdfijk) asldjffhjasdffjikasdjffh hoad (1)	3							
Grandchild 1	3							
Grandchild 2								
Standard #1 (Standards Bank)								
Standard #2 (Standards Bank)								

Grading Task Summary

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

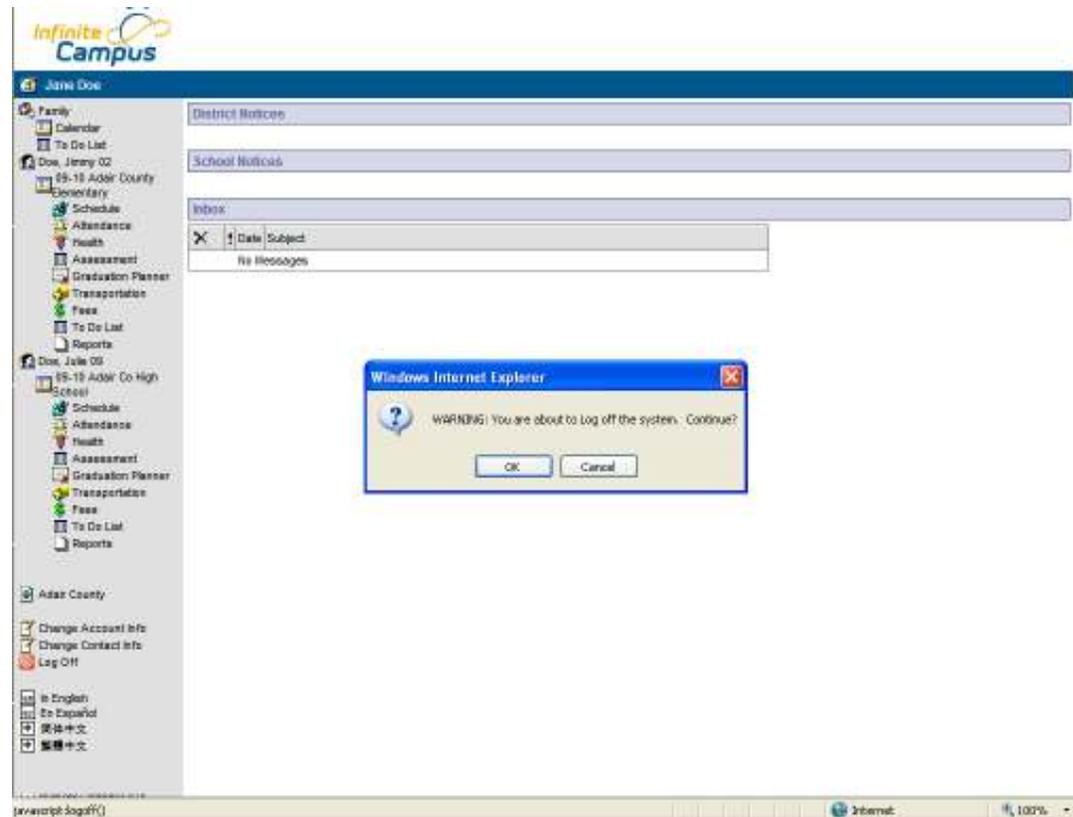
Grading Task	Penters		Trimesters		Penters		Penters	
	1	1	2	2	3	3	4	5
0000-1 Customer Demo								



To see your child(rens) grades and view assignments click on each course on the schedule screen.

Log Off

When you are finished click on Log Off to end your session . The following Message will appear for you to confirm your wish to exit the program.



Thank you!

If you have any questions or concerns regarding your child(rens) information in the Infinite Campus Parent/Student Portal please contact your child(rens) school.

