Warren Middle School - POWERSCHOOL PORTAL

What is PowerSchool?

PowerSchool is a web-based computer program used by Warren Township Schools to maintain student records such as attendance and grade reports.



Warren Township Schools

What is the PowerSchool Portal?

The PowerSchool Portal is an application that allows parents or guardians to access their student's current grades and attendance at Warren Middle School (Grades 6-8). After accessing the Parent Portal, parents and guardians can also request information to be sent to your email address on a regular basis. The Parent Portal is an easy to use communication tool that will allow you to take a more active role in your student's education.

For access you must have:

Internet access, (Local libraries and Warren Middle School Library has computers with Internet access if you do not have service in your home.) Call the school for an appointment to use school computers.)

- To login to PowerSchool, launch your Internet Browser on your computer and go to the Warren Township School District website at www.warrentboe.org.
- Click on the link to the PowerSchool Parent Portal.
- Enter your username and password, and then click Enter.

	PowerSchool
	Username
	Password
	Forget your member name or password?
2007	Enter Pearson Education, Inc or its affiliates. All rights reserved.

Power School Parent Portal Parental access to student grades

VERY IMPORTANT!

- Keep your username and password secure!
- A parent/guardian login gives parents/guardians additional access that the student's login does not grant, such as requesting parent reports via e-mail.

Are my student's records available for others to see?

No, a user ID and password are provided to allow access for only authorized users to the appropriate student record. We ask you to keep this user ID and password confidential.

What should I do if I have lost my user ID and password information?

There is a link on the logon page labeled "Forget your username or password", clicking on the link will advise you to contact the school directly for assistance. Please call the Guidance Counselor assigned to your student.

How often is Attendance updated?

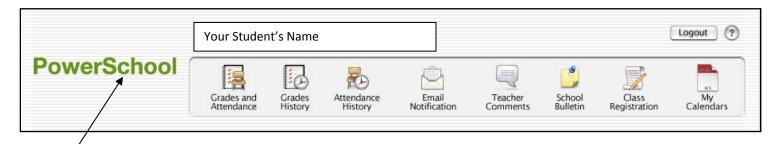
Attendance information is updated daily.

When are Grades updated?

Grades are updated as teachers enter information into their web-based grade books.

Parents should allow a reasonable amount of time for assignments to be graded and for scored to be posted.

Overview of PowerSchool Portal



Each of these pictures located at the top of the website will bring you to a different page with your student's information.

You can return to the first screen (Home) at any time by clicking on the green PowerSchool logo.

In the upper right hand corner of most pages you will find a Print Page icon that will allow you to print that page.

• Grades and Attendance:

Grades and attendance for the year. Detailed attendance for the last week and current week are shown – by clicking on the total number of absences it will give you a detailed description of each absence. By clicking on a current grade you will be connected to any assignments, tests etc. that are included in that grade.

• Grades History:

Final grades for previous marking periods.

By clicking on the final grade you will see any assignments, tests etc. that made up that grade.

• Attendance History:

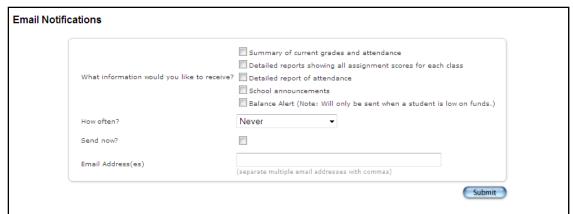
The attendance codes marked for the current marking period.

• Teacher Comments:

Comments that have been given by your student's teacher.

• **Email Notifications:** To sign up for automatic email reports.

Select what information you would like to receive, when you want it sent and what email addresses you would like the reports to be sent to.



Regarding E-Mail Notifications - School Announcements are not in use at our school.

- School Bulletin: Not in use at our school at this time.
- **Class registration:** Not in use at our school.
- My Calendars: Not in use at our school at this time.

What if I have a question about my student's grade(s)?

Encourage your student to make the first contact with a teacher when inquiring about a grade or to discuss a grade/assignment issue. If needed, you may also contact the teacher.

What if I have a question about my student's attendance?

Please contact the School Secretary, Mrs. Carol Krenek, 908-753-5300, press "8" and enter the extension 5001.

Can I email my student's teacher?

Teacher email addresses are posted in PowerSchool. If you choose to use email, please do not expect an immediate response to email messages. Teachers may choose to respond by email, phone call, or a written note.

How can I email my student's teacher?

If you are using an email client application (i.e. Outlook) click the handy email blue link (teacher's name) found on the Grades and Attendance page in PowerSchool. Here you can send email directly to the selected teacher. If you are using a web-based email such as Yahoo or Hotmail, send email through your web email account addressing the teachers name; use the teachers' first initial followed by the last name@warrentboe.org

Example: Teacher's Name is John Doe jdoe@warrentboe.org
When in doubt click on the blue teacher name link to reveal the address.

Please Note: Students are not permitted to e-mail their teacher.

When a concern arises about attendance or a grade that appears in PowerSchool, we ask that you follow these steps:

- 1. Talk with your child first. Ask them about their grade(s) or attendance before contacting the school.
- 2. Review the course grading philosophy/system of the teacher. This may answer the question as to why the student has received the grade or explain how the assignments add up to the current average.
- 3. Check to see if there is an assignment description. In the Class Score Detail page if the assignment is listed in blue, you can click on the link for more detailed information. This may help to clarify what was involved or expected for a particular assignment.
- 4. Check the date of the assignment. An assignment handed in late may receive deductions from its score.
- 5. If necessary, please contact your child's teacher to resolve any concern.

Students also have access to the PowerSchool Portal and are encouraged to log on and monitor their progress to assist them in achieving their academic goals.

Student Logins have been given to Parents/Guardians to give to their child to provide access.