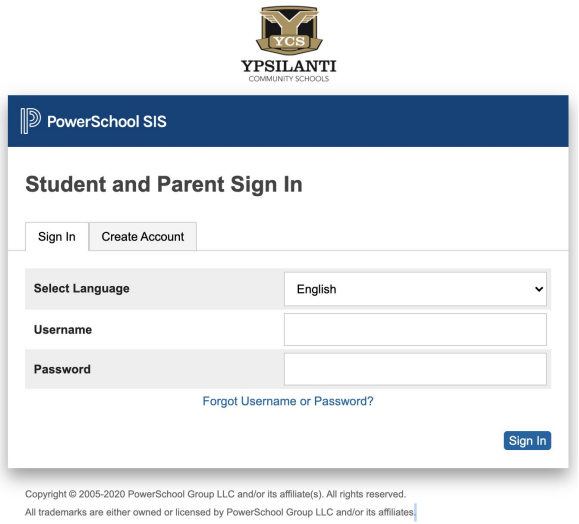
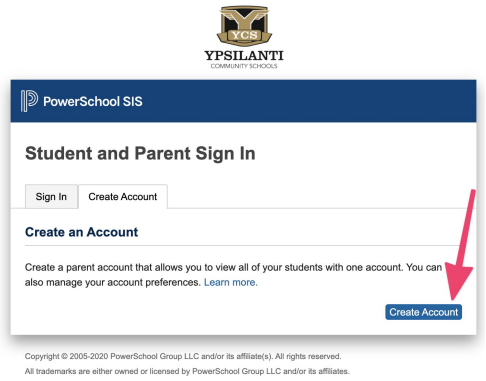
Getting Started in PowerSchool Parent Portal

Creating Your Account and Logging In

	To create your PowerSchool account as a parent, student or guardian, first navigate over to the YCS PowerSchool website (https://ps.ycschools.us).
	Upon arriving on the site, click on the Create Account tab and then click on the Create Account button.

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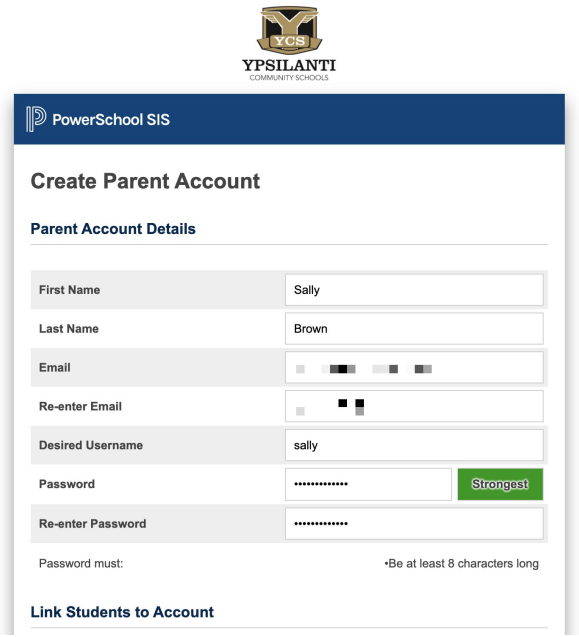

On the account creation screen fill in the information for yourself, not your student(s), in the top portion of this screen.

Once you are done, you must fill in the information for at least one student you wish to connect with. There is space to "connect" with 7 students. Once connected, you will have access to see all of the recorded information for that student(s).

To get the information needed to connect to your student(s)'s information please contact your building's administrative assistant. What you need for each student is the Access Password and Access ID. Each student has a unique Access ID and password.

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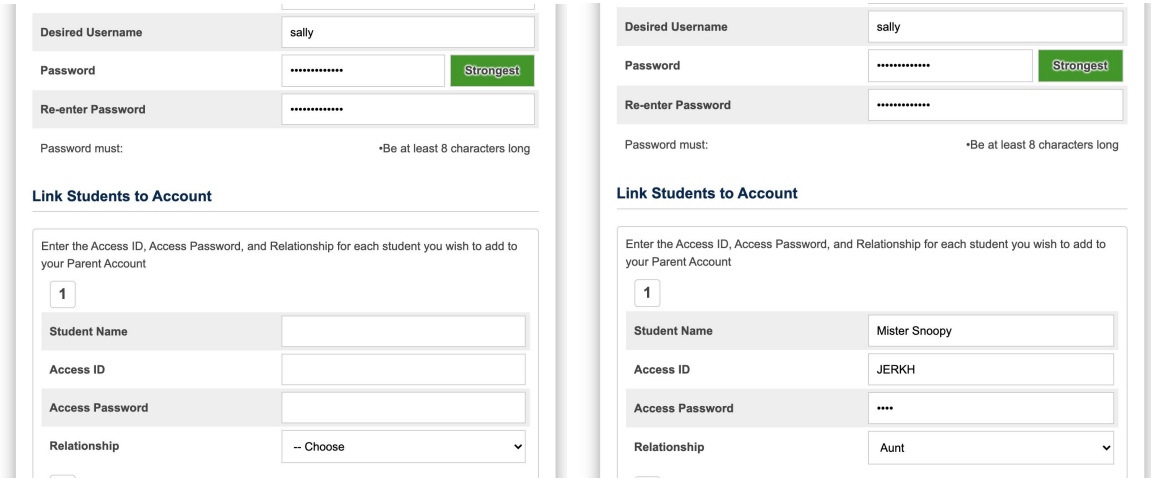

With all the codes needed for each student fill out the information per student that you want to connect to your PowerSchool account.

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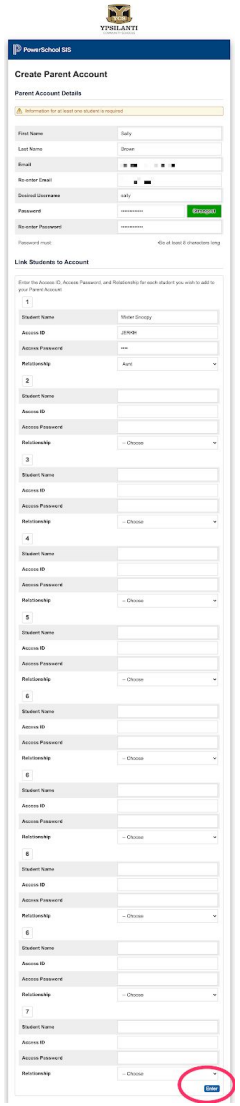

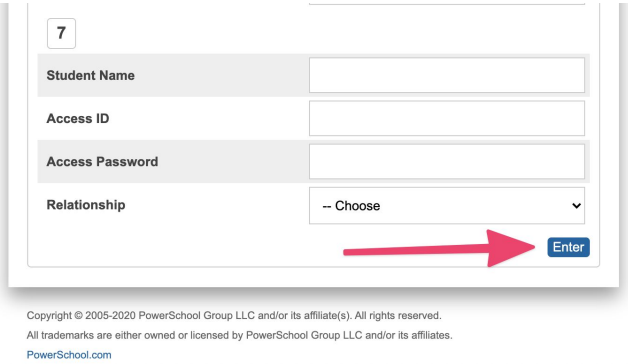

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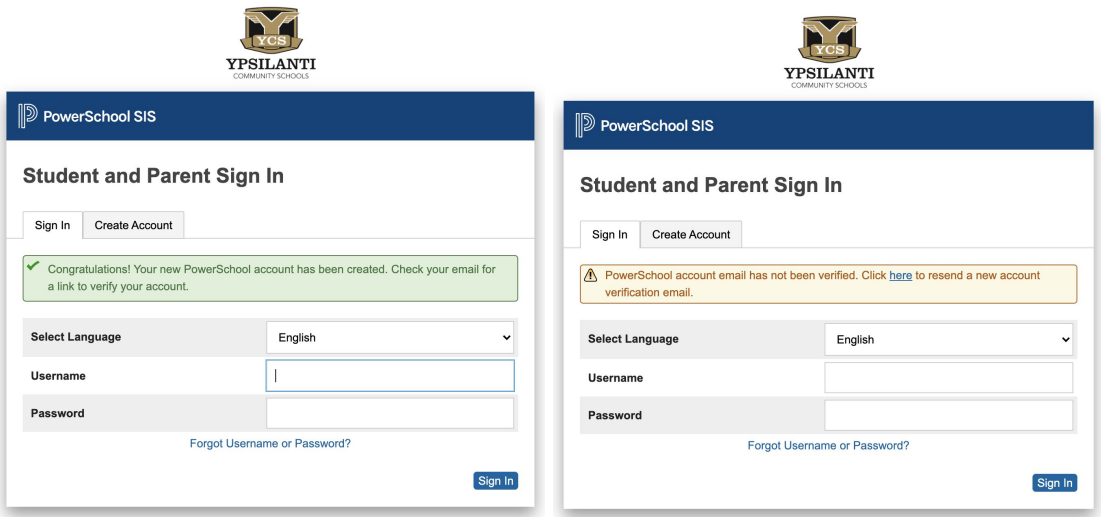
PowerSchool.com

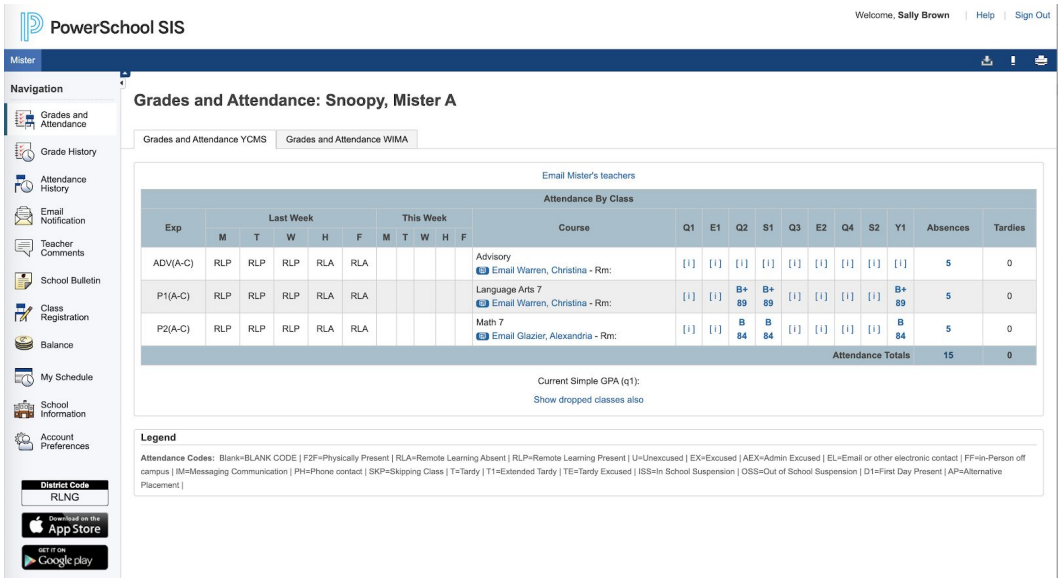
Once you have finished filling in all of the students you want to connect to your account, scroll to the very bottom and click Enter.

Getting Started in PowerSchool Parent Portal



After you click Enter, you should see a green confirmation box that your account has been created. You will need to re-enter your login information to now access your newly created account.

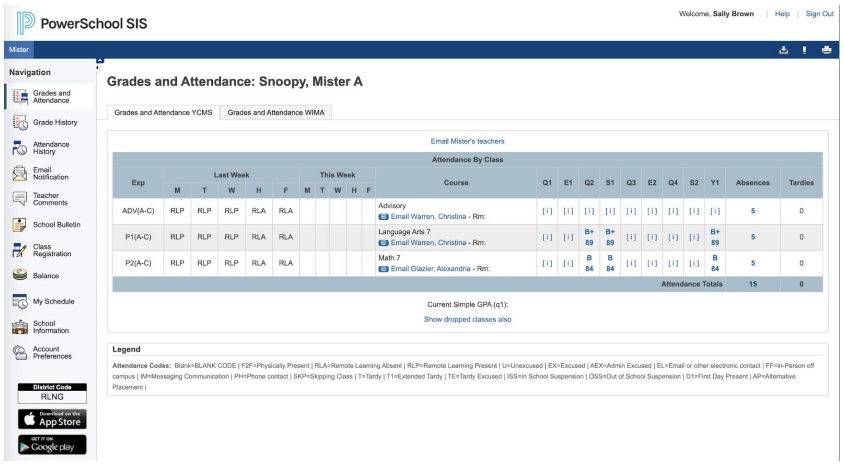
However, if you try to log in without first verifying your email you will see a yellow bar with an error message. Please first navigate to your email account to verify your account before you can log in.



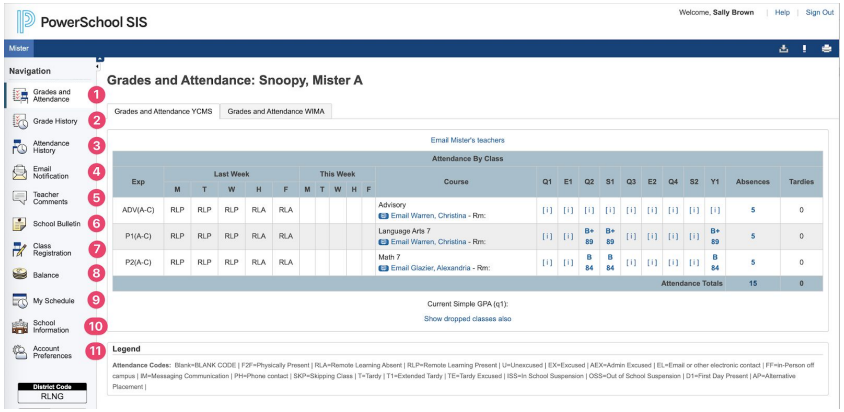
When you first log in, this is what you will see. Now you're account is set up and ready to be used!

Getting Started in PowerSchool Parent Portal

Tour of PowerSchool Web Portal



Once you are in the PowerSchool portal you can see a lot of information about the student(s) that are connected to your account. Or if you are a student you can view all of this information about your own grades, attendance, and more.

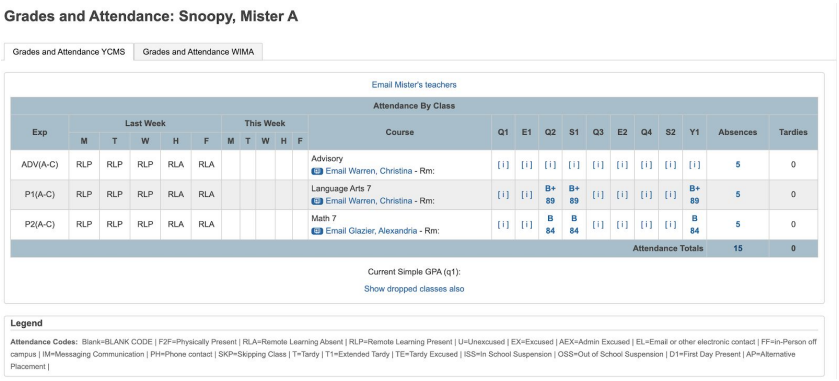


1. To view your grades and attendance by classroom. This is also the default page that loads with the portal.
2. This shows the grades in past years or terms. This is only available for traditional letter grades, not standards.
3. To show attendance across the entire school year in one window.
4. Provides options for what and how often email notifications are sent
5. Allows you to see all of the teacher comments in one place
6. Click to view school wide announcements (if there are any)
7. An optional feature used by high schools for students to request classes.
8. This feature is not used at YCS
9. A view of a student's schedule one week at a time

Getting Started in PowerSchool Parent Portal

10. Contact information for the school.
11. Where you can change your password and other account information such as your email address.

We will now focus on some of the more important features.



Grades and Attendance: Snoopy, Mister A

Grades and Attendance YCMS | Grades and Attendance WIMA

Email Mister's teachers

Attendance By Class

Exp	Last Week M	T	W	H	F	This Week M	T	W	H	F	Course	Q1	E1	Q2	S1	Q3	E2	Q4	S2	Y1	Absences	Tardies
ADV(A-C)	RLP	RLP	RLP	RLA	RLA						Advisory Email Warren, Christina - Rm:	[i]	[i]	[i]	[i]	[i]	[i]	[i]	[i]	[i]	5	0
P1(A-C)	RLP	RLP	RLP	RLA	RLA						Language Arts 7 Email Warren, Christina - Rm:	[i]	[i]	B+ 89	B+ 89	[i]	[i]	[i]	[i]	B+ 89	5	0
P2(A-C)	RLP	RLP	RLP	RLA	RLA						Math 7 Email Glazier, Alexandria - Rm:	[i]	[i]	B 84	B 84	[i]	[i]	[i]	[i]	B 84	5	0
																				Attendance Totals	15	0

Current Simple GPA (q1):

Show dropped classes also

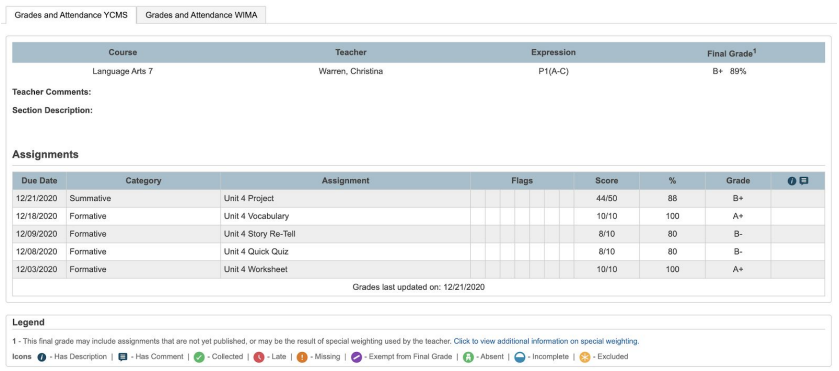
Legend

Attendance Codes: Blank=BLANK CODE | F2F=Physically Present | RLA=Remote Learning Absent | RLP=Remote Learning Present | U=Unexcused | EX=Excused | AEX=Admin Excused | EL=Email or other electronic contact | FF=in-Person off campus | IM=Messaging Communication | PH=Phone contact | SKP=Skipping Class | T=Tardy | T1=Extended Tardy | TE=Tardy Excused | ISS=In School Suspension | OSS=Out of School Suspension | D1=First Day Present | AP=Alternative Placement |

Grades and Attendance

This presents an overview of the last two week's attendance per class as well as the grades per grading term (if available). The current term will always show the grade directly from the teacher's gradebook.

In addition, by clicking on the letter grade you can see all of the assignments that inform the final grade.



Class Score Detail: Snoopy, Mister A

Grades and Attendance YCMS | Grades and Attendance WIMA

Course	Teacher	Expression	Final Grade[1]
Language Arts 7	Warren, Christina	P1(A-C)	B+ 89%

Teacher Comments:

Section Description:

Assignments

Due Date	Category	Assignment	Flags	Score	%	Grade
12/21/2020	Summative	Unit 4 Project		44/50	88	B+
12/18/2020	Formative	Unit 4 Vocabulary		10/10	100	A+
12/09/2020	Formative	Unit 4 Story Re-Tell		8/10	80	B-
12/08/2020	Formative	Unit 4 Quick Quiz		8/10	80	B-
12/03/2020	Formative	Unit 4 Worksheet		10/10	100	A+

Grades last updated on: 12/21/2020

Legend

1 - This final grade may include assignments that are not yet published, or may be the result of special weighting used by the teacher. Click to view additional information on special weighting.

Icons - Has Description | - Has Comment | - Collected | - Late | - Missing | - Exempt from Final Grade | - Absent | - Incomplete | - Excluded

Here is the assignment view when you click on the letter grade. Every published assignment will be listed here. You can also see if there are any ungraded, missing, or late assignment(s) here.

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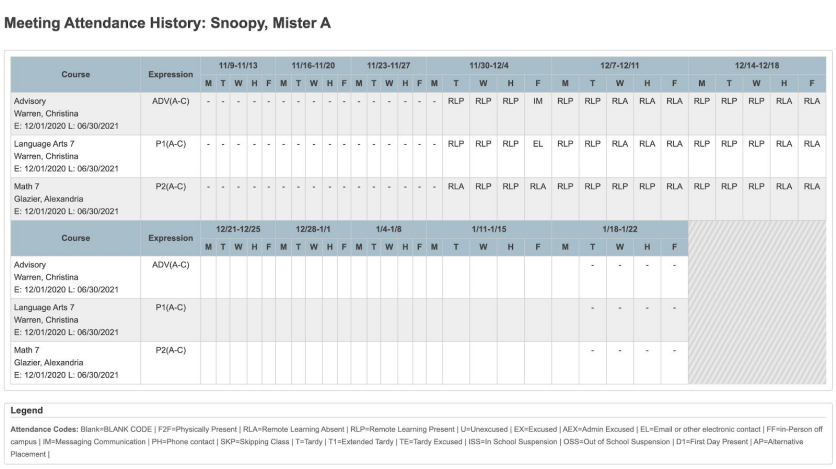


Meeting Attendance History: Snoopy, Mister A

Course	Expression	11/9-11/13					11/16-11/20					11/23-11/27					11/30-12/4					12/7-12/11					12/14-12/18				
		M	T	W	H	F	M	T	W	H	F	M	T	W	H	F	M	T	W	H	F	M	T	W	H	F	M	T	W	H	F
Advisory Warren, Christina E: 12/01/2020 L: 06/30/2021	ADV(A-C)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	RLP	RLP	RLP	IM	RLP	RLP	RLA	RLA	RLA	RLP	RLP	RLP	RLA	RLA
Language Arts 7 Warren, Christina E: 12/01/2020 L: 06/30/2021	P1(A-C)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	RLP	RLP	RLP	EL	RLP	RLP	RLA	RLA	RLA	RLP	RLP	RLP	RLA	RLA
Math 7 Glazier, Alexandria E: 12/01/2020 L: 06/30/2021	P2(A-C)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	RLA	RLP	RLP	RLA	RLP	RLP	RLP	RLP	RLA	RLP	RLP	RLP	RLA	RLA

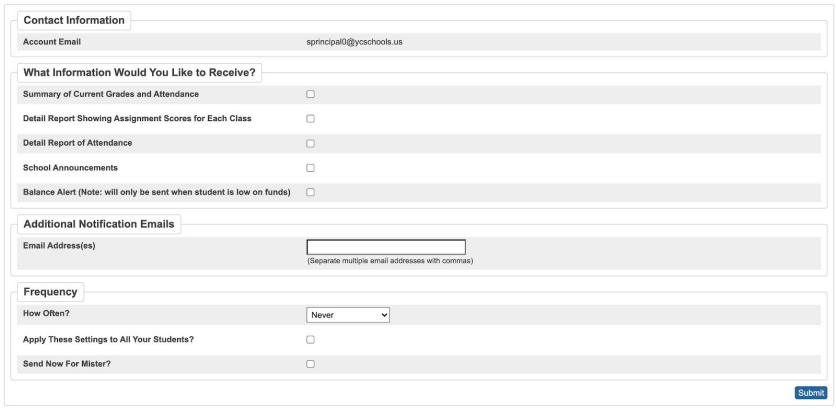
Course	Expression	12/21-12/25					12/28-1/1					1/4-1/8					1/11-1/15					1/18-1/22				
		M	T	W	H	F	M	T	W	H	F	M	T	W	H	F	M	T	W	H	F	M	T	W	H	F
Advisory Warren, Christina E: 12/01/2020 L: 06/30/2021	ADV(A-C)																						-	-	-	-
Language Arts 7 Warren, Christina E: 12/01/2020 L: 06/30/2021	P1(A-C)																						-	-	-	-
Math 7 Glazier, Alexandria E: 12/01/2020 L: 06/30/2021	P2(A-C)																						-	-	-	-

Legend

Attendance Codes: Blank=BLANK CODE | F2F=Physically Present | RLA=Remote Learning Absent | RLP=Remote Learning Present | U=Unexcused | EX=Excused | AEX=Admin Excused | EL=Email or other electronic contact | FF=in-Person off campus | IM=Messaging Communication | PH=Phone contact | SKP=Skipping Class | T=Tardy | T1=Extended Tardy | TE=Tardy Excused | ISS=In School Suspension | OSS=Out of School Suspension | D1=First Day Present | AP=Alternative Placement |

Attendance History

This view shows all of the attendance for the entire term, not just the last two weeks. This can help to identify if there are any issues with the attendance codes that were recorded.



Email Notifications: Snoopy, Mister A

Contact Information

Account Email	sprincipal0@ycschools.us

What Information Would You Like to Receive?

Summary of Current Grades and Attendance	☐
Detail Report Showing Assignment Scores for Each Class	☐
Detail Report of Attendance	☐
School Announcements	☐
Balance Alert (Note: will only be sent when student is low on funds)	☐

Additional Notification Emails

Email Address(es)	(Separate multiple email addresses with commas)

Frequency

How Often?	Never
Apply These Settings to All Your Students?	☐
Send Now For Mister?	☐

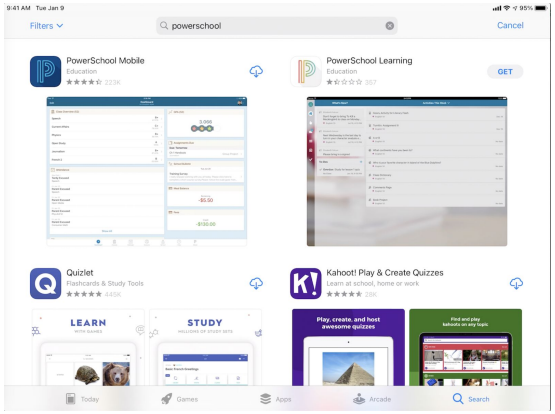
Submit

Email Notifications

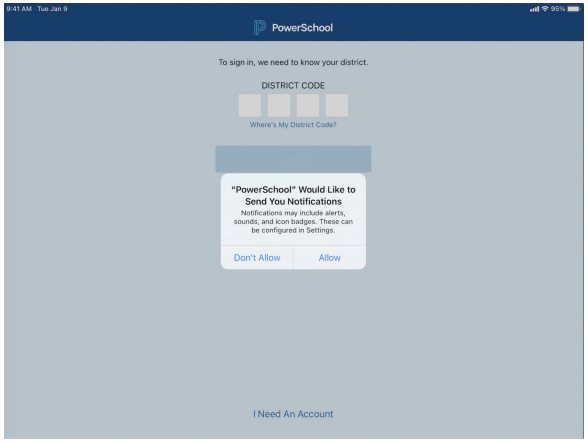
Keeping up with changes in PowerSchool can be done through email. In addition, you can choose which types of changes or updates you want to receive each day. Here is where you update those settings.

Getting Started in PowerSchool Parent Portal

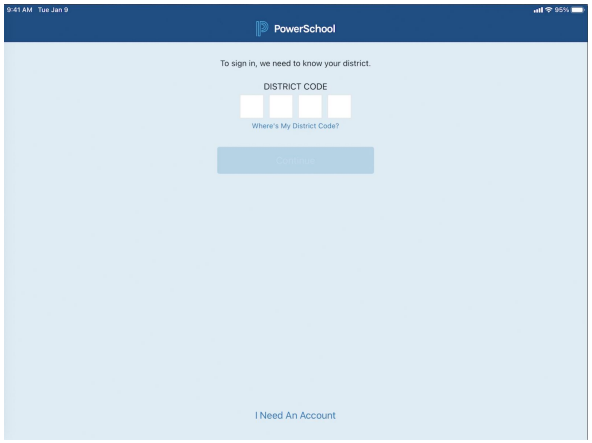
PowerSchool App on iPad

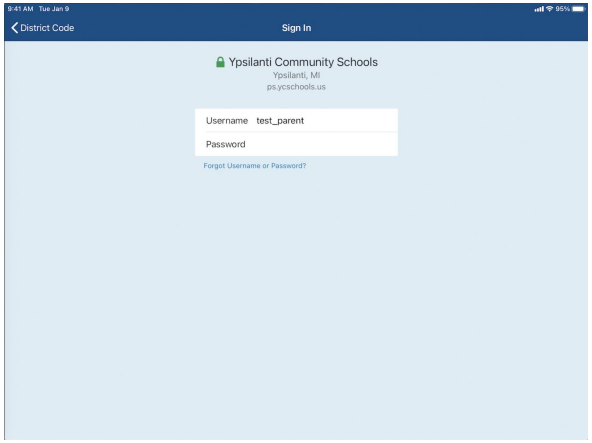
<table>
<tr><td colspan="2">PowerSchool mobile is an app that can be downloaded on the Apple App Store or the Google Play Store for Android (depending on the version of your mobile device)</td></tr>
<tr><td> 
</td><td>When opening either app store (iOS/Android) search for PowerSchool and make sure to find the blue PowerSchool Mobile icon. That is the program you need.</td></tr>
</table>

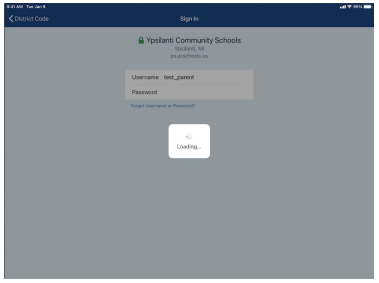
Getting Started in PowerSchool Parent Portal

	Once you have the app downloaded, you can tap on it to launch the app.
	On iOS you will be prompted to allow notifications. These can be controlled later in the app as well, but will give you the notifications you would have received through email such as grade and attendance updates. However, instead of an email, you will get a push notification via the app on your mobile device.

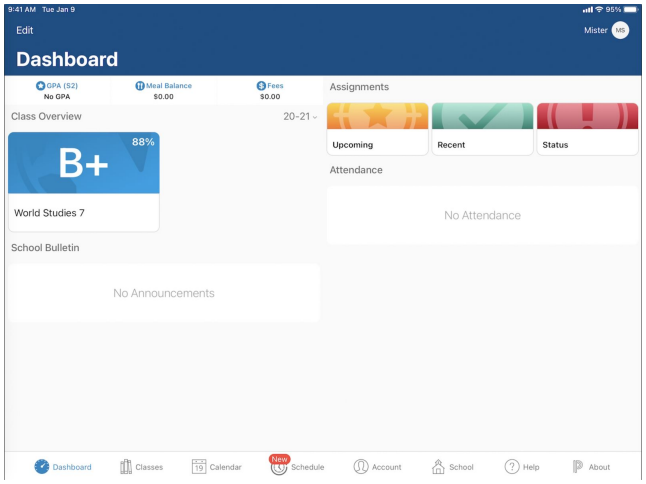
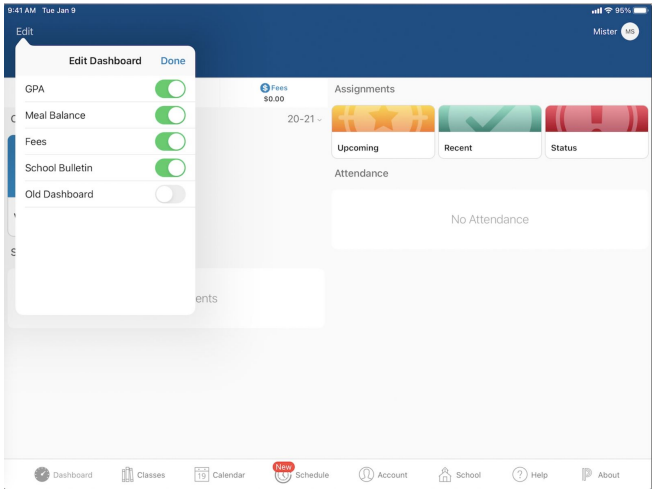
Getting Started in PowerSchool Parent Portal

<table>
<tr>
<td> 
</td>
<td>Once you have chosen your preference about notifications you cannot log into your account until you enter the district's 4 digit code. For YCS that is RLNG. This code is unique per district and you can only be signed into one district at a time.

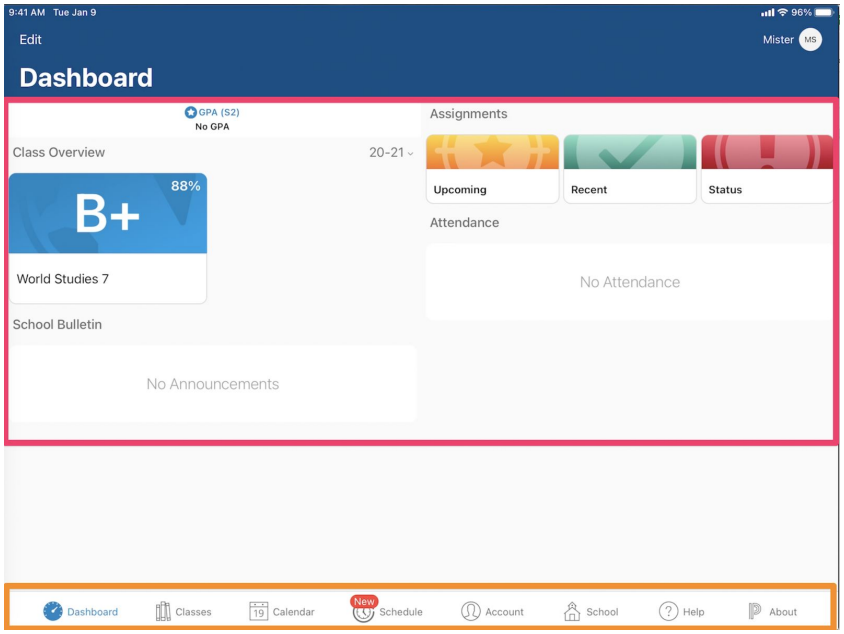
Please note you will also see a button at the very bottom labeled "I Need an Account." You cannot create an account through the app and must use the web portal to create your account. Please follow the instructions for creating your account before using this app.</td>
</tr>
<tr>
<td> 
</td>
<td>After the district code has been entered, you will be asked to log in with your web portal credentials. You may see a loading screen pop up momentarily after you log in.

  </td>
</tr>
</table>

Getting Started in PowerSchool Parent Portal

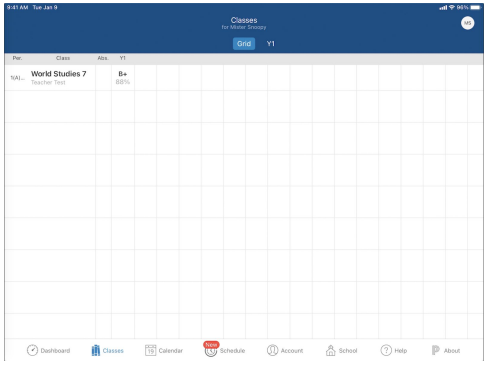
	Once you log in you will be taken to the PowerSchool Mobile dashboard. This is the default landing page whenever you log in. You can see there are several sections in this layout.
	First off, by tapping "Edit" on the top left of the screen you can turn on and off. If you find information, like meal balances, to be irrelevant, you can turn it off through this edit menu.

Getting Started in PowerSchool Parent Portal



The middle section (pink) is the information at a glance section. This provides information on assignments, attendance updates, school announcements, and GPA (if available).

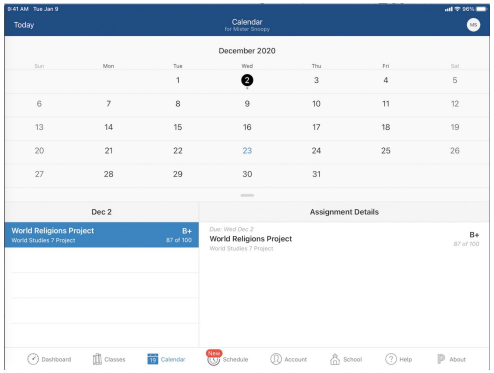
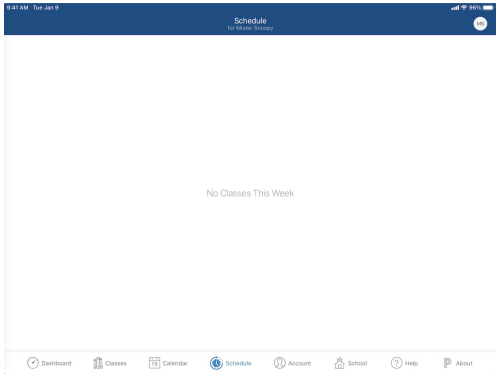
The orange section is the navigation bar that allows you to access the different parts of the app. Let's navigate to each of these different options.



Classes

This will list all of the classes and the grades for each academic term for the current student.

Getting Started in PowerSchool Parent Portal

	## Calendar This presents all of the assignments due in any class in a calendar format in order to better see which assignments are coming up.
	## Schedule An overview of the student's schedule for the current week.

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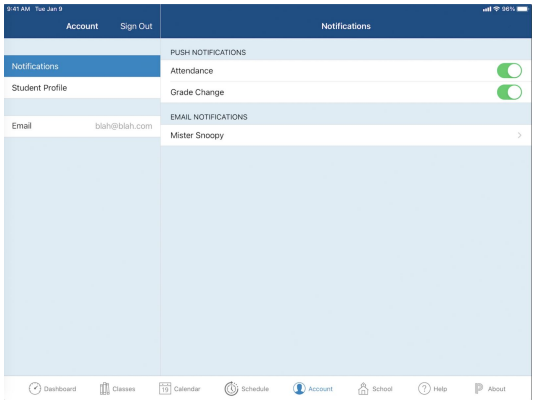
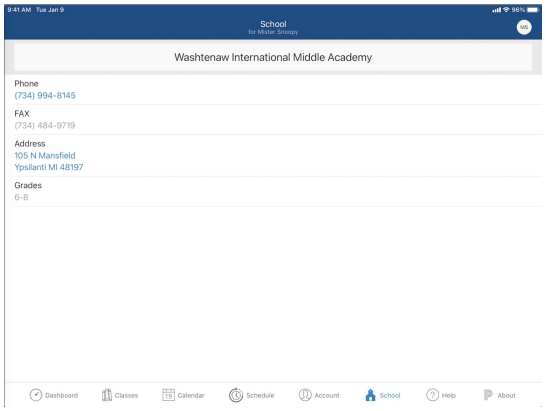


Account

This area allows you to modify information about your account including controlling the number and types of notifications you receive.



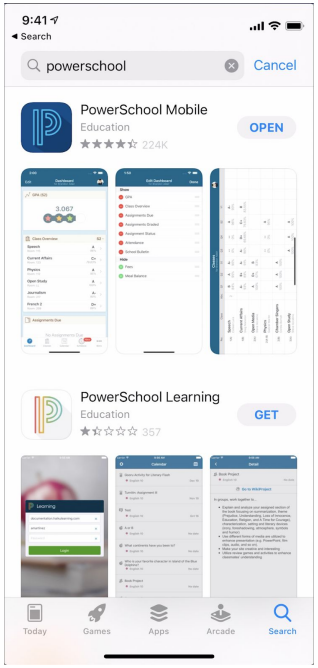
School

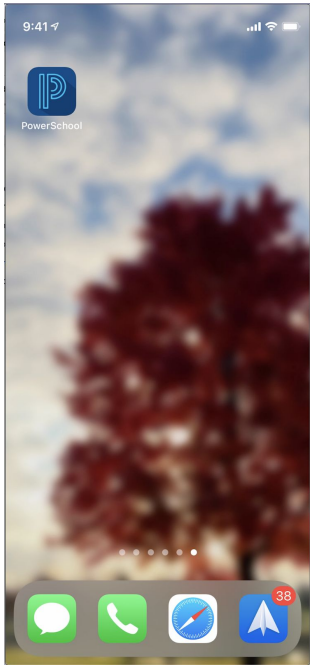
Here is contact information about the school and its address.

Getting Started in PowerSchool Parent Portal

PowerSchool App on iPhone

PowerSchool mobile is an app that can be downloaded on the Apple App Store or the Google Play Store for Android (depending on the version of your mobile device)





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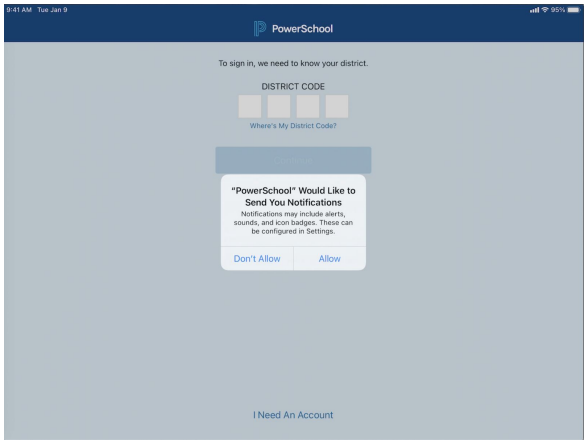
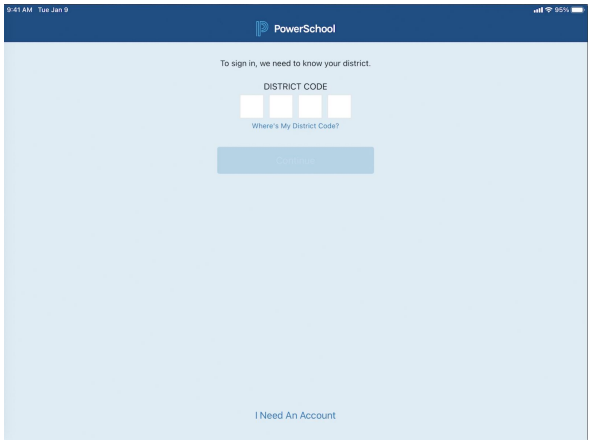
Getting Started in PowerSchool Parent Portal

	On iOS you will be prompted to allow notifications. These can be controlled later in the app as well, but will give you the notifications you would have received through email such as grade and attendance updates. However, instead of an email, you will get a push notification via the app on your mobile device.
	Once you have chosen your preference about notifications you cannot log into your account until you enter the district's 4 digit code. For YCS that is **RLNG.** This code is unique per district and you can only be signed into one district at a time. Please note you will also see a button at the very bottom labeled "I Need an Account." You cannot create an account through the app and must use the web portal to create your account. Please follow the instructions for creating your account before using this app.

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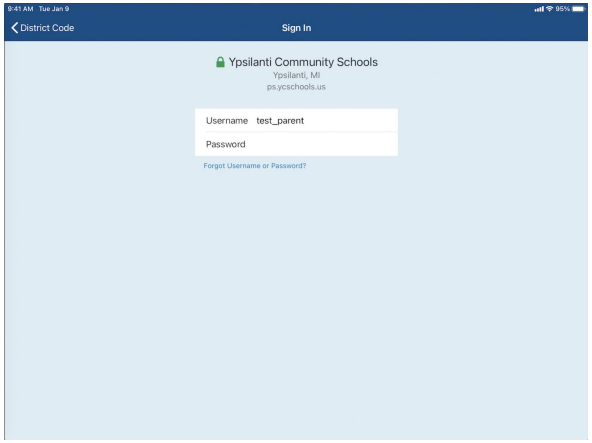
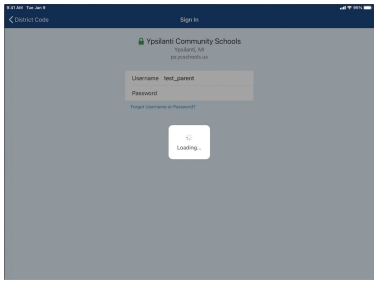


After the district code has been entered, you will be asked to log in with your web portal credentials. You may see a loading screen pop up momentarily after you log in.



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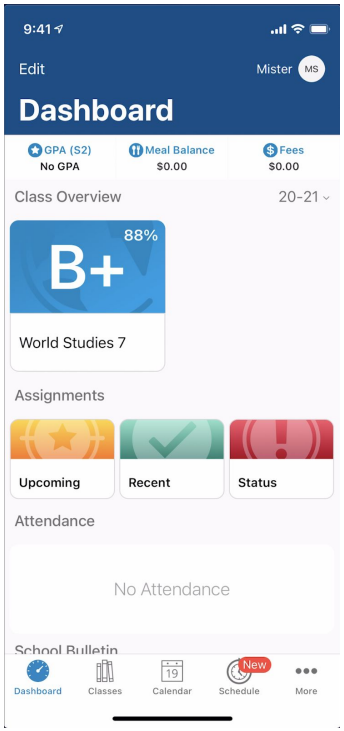

Once you log in you will be taken to the PowerSchool Mobile dashboard. This is the default landing page whenever you log in. You can see there are several sections in this layout.

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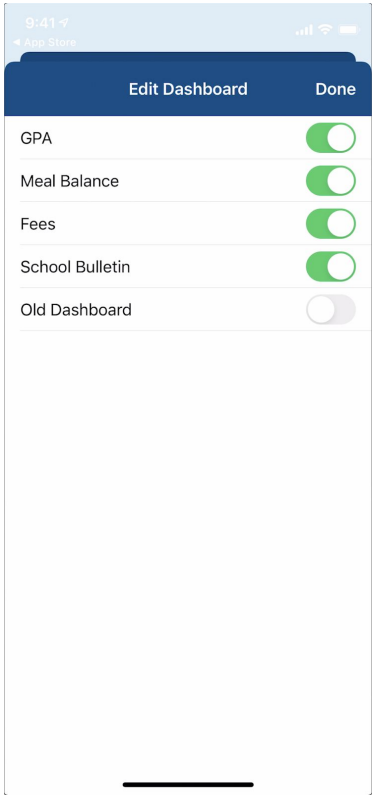

First off, by tapping "Edit" on the top left of the screen you can turn on and off. If you find information, like meal balances, to be irrelevant, you can turn it off through this edit menu.

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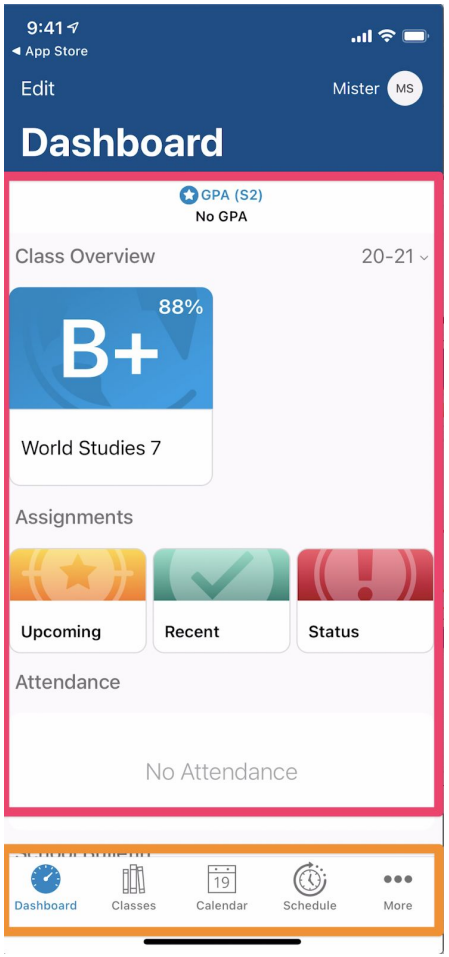

The middle section (pink) is the information at a glance section. This provides information on assignments, attendance updates, school announcements, and GPA (if available).

The orange section is the navigation bar that allows you to access the different parts of the app. Let's navigate to each of these different options.

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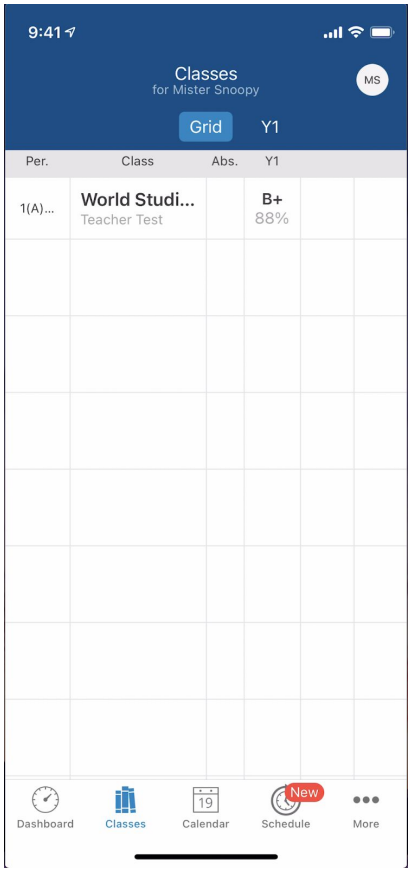

Classes

This will list all of the classes and the grades for each academic term for the current student.

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Calendar

This presents all of the assignments due in any class in a calendar format in order to better see which assignments are coming up.

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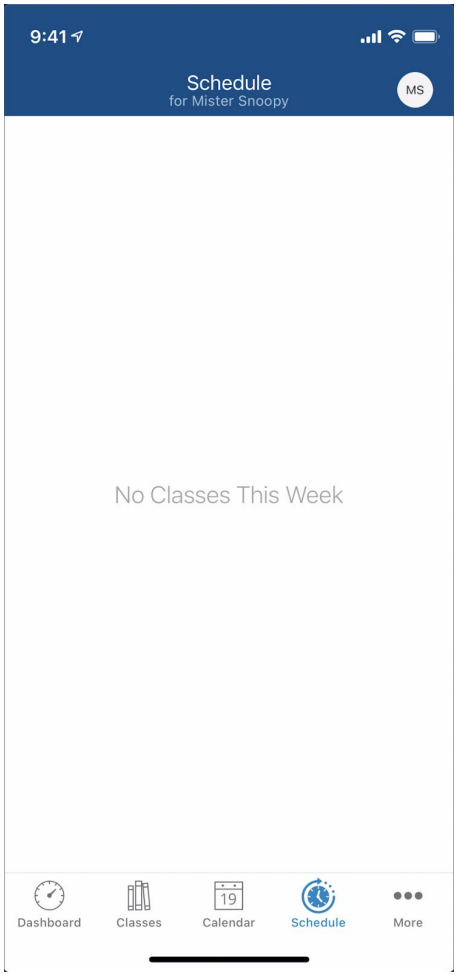

Schedule

An overview of the student's schedule for the current week.

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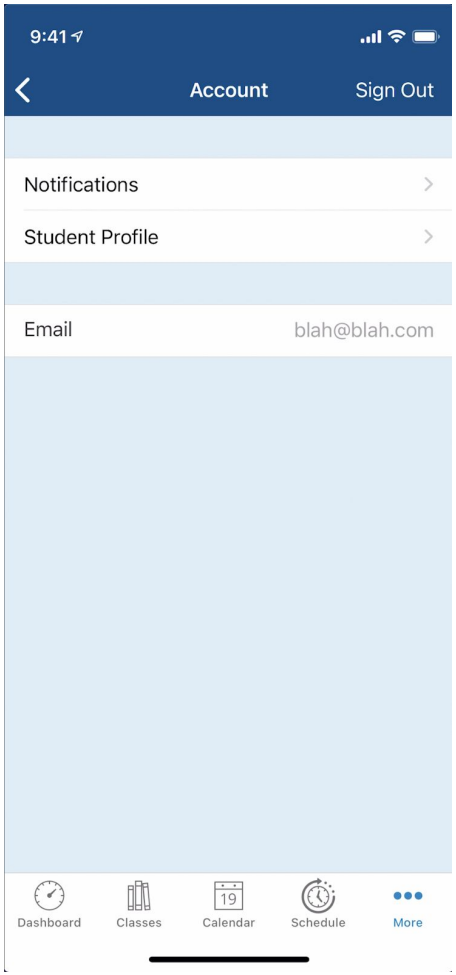

Account

This area allows you to modify information about your account including controlling the number and types of notifications you receive.

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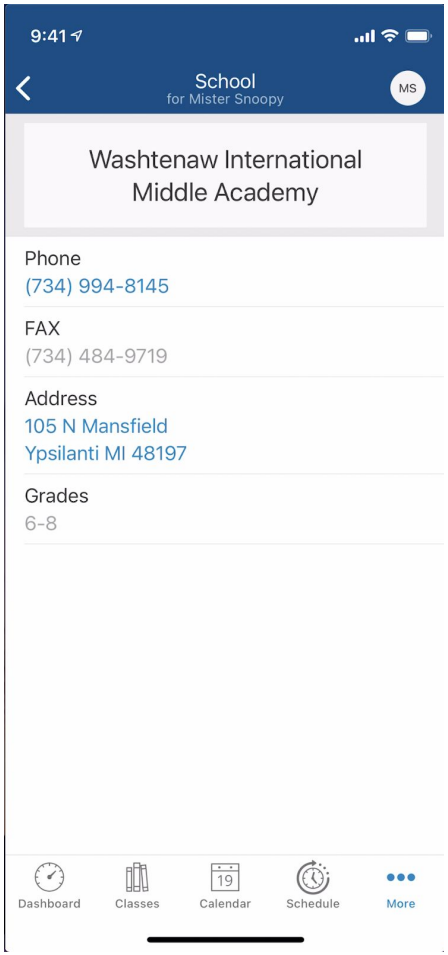

School

Here is contact information about the school and its address.