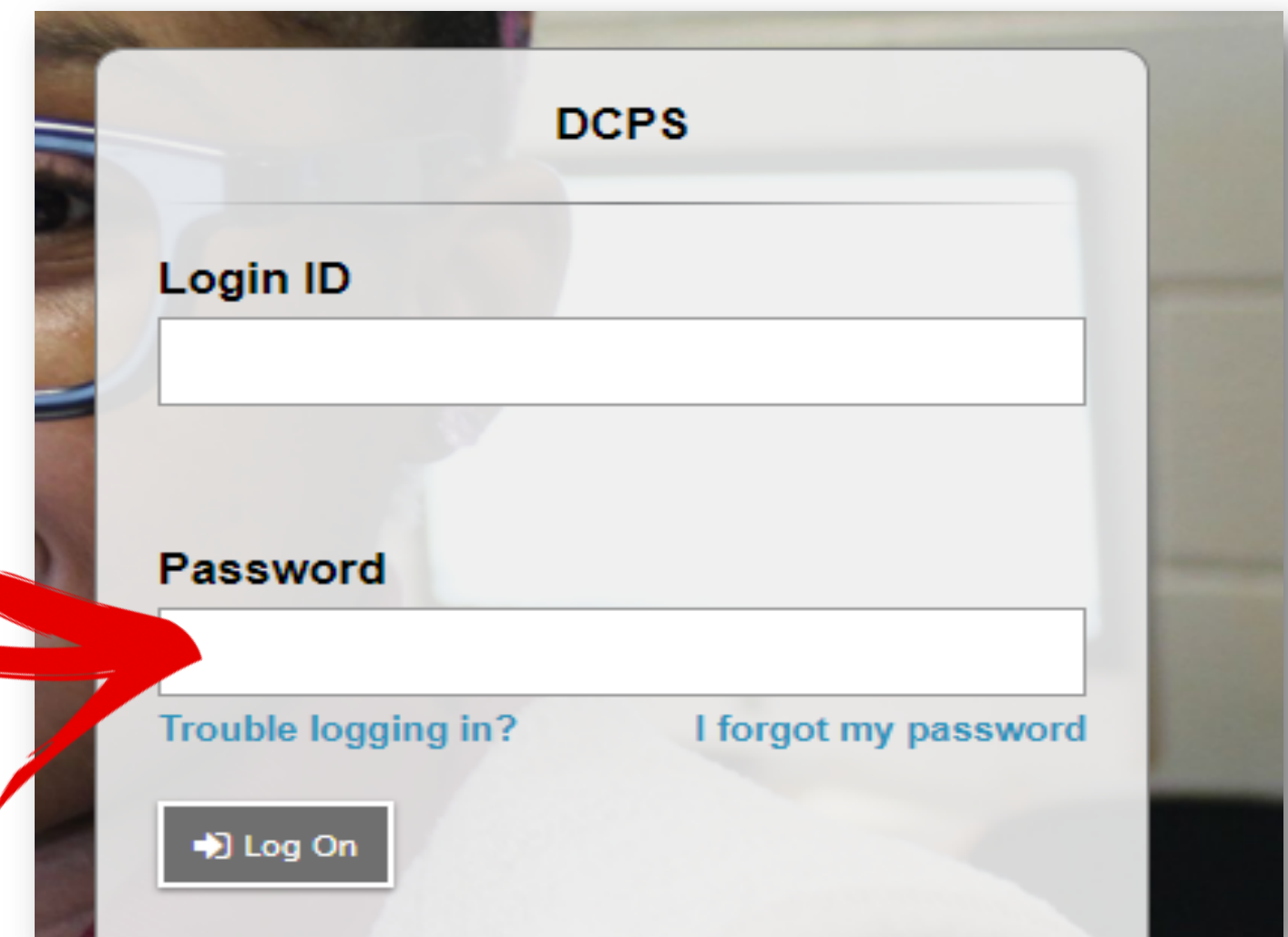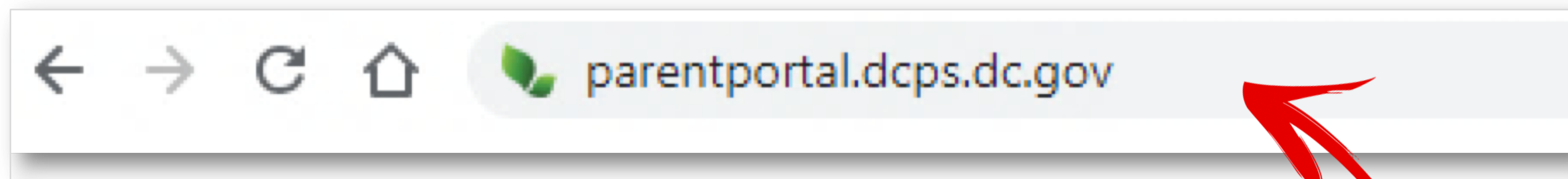**DISTRICT OF COLUMBIA PUBLIC SCHOOLS**

+ Answers!

Your Top 5 Questions ^ About the Parent Portal

1. How do I get an account?
Getting started is easy. Your login ID and password will come in an email from FamilyPortal.dcps@dc.gov. If you don't get an email, contact your school registrar and ask them to make sure:
- ✓ There is a valid email address connected with your account, and
- ✓ You've been granted Parent Portal access.
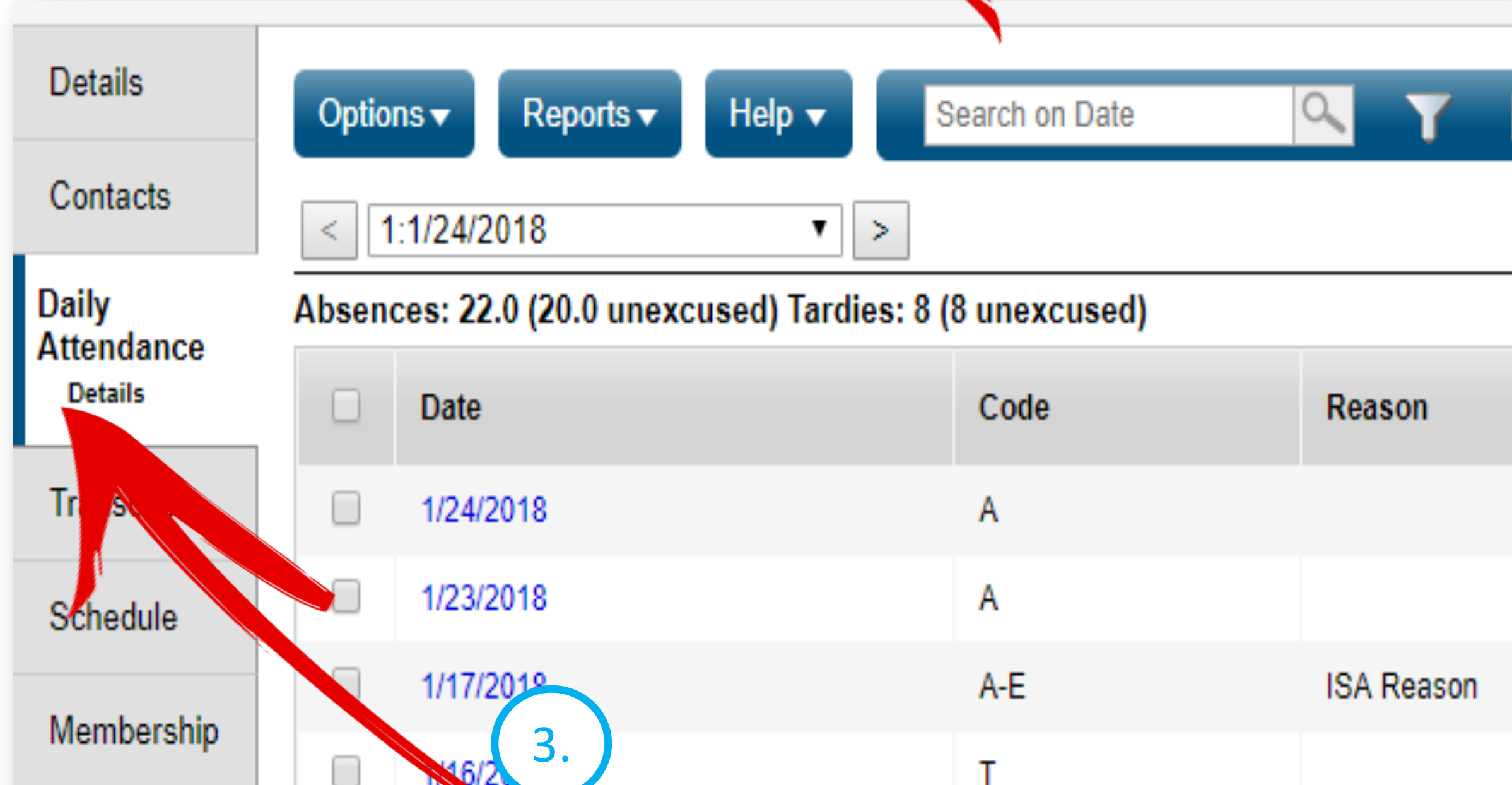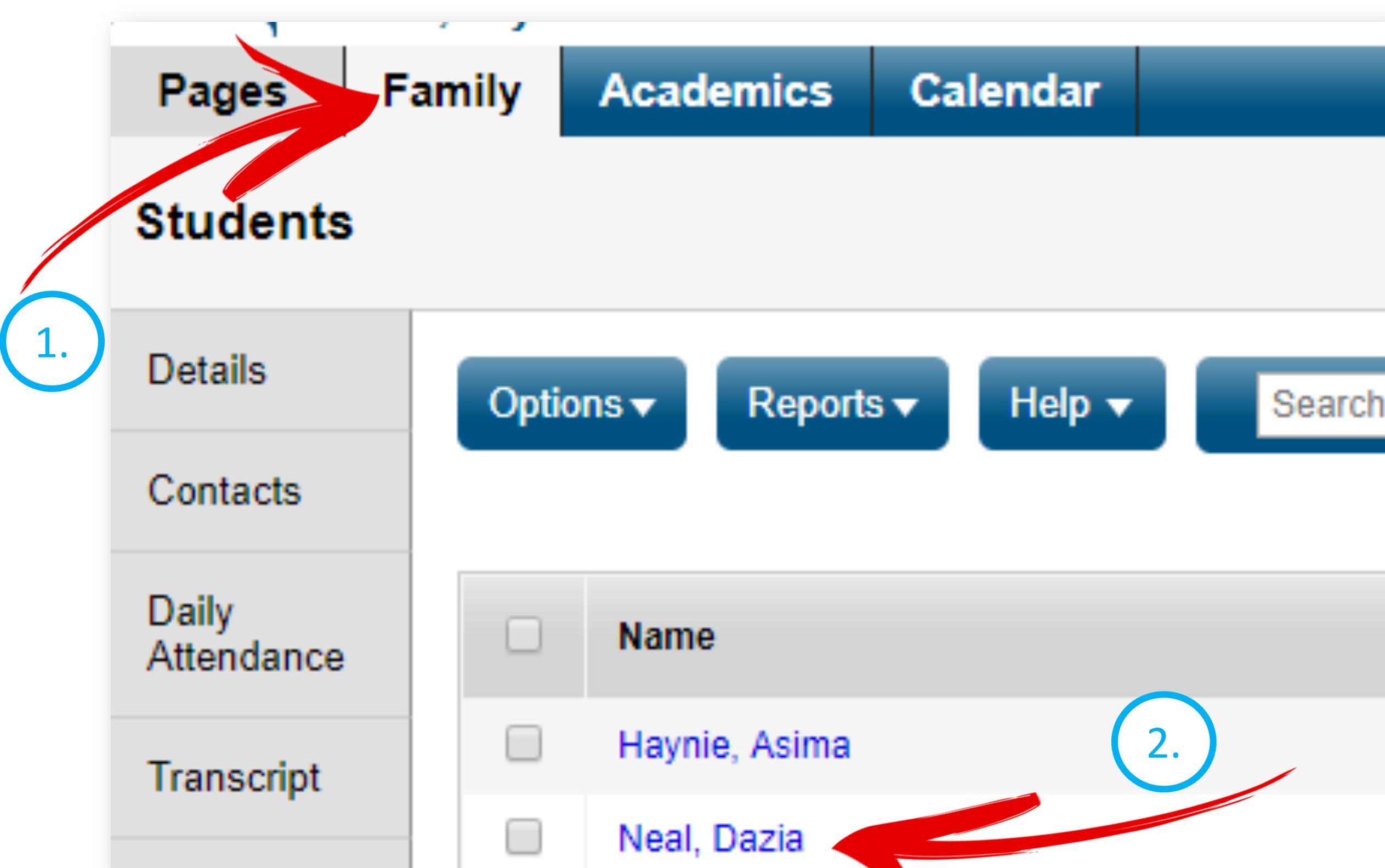
Logging in to the Parent Portal

1. Go to: ParentPortal.dcps.dc.gov.
2. Use the login ID and temporary password provided in the account confirmation email.

parentportal.dcps.dc.gov

DCPS

Login ID

Password

Trouble logging in?   I forgot my password

Log On

2. How can I review how many absences my child has?
Every day counts, and you can stay on top of your child's attendance every day through the Parent Portal!
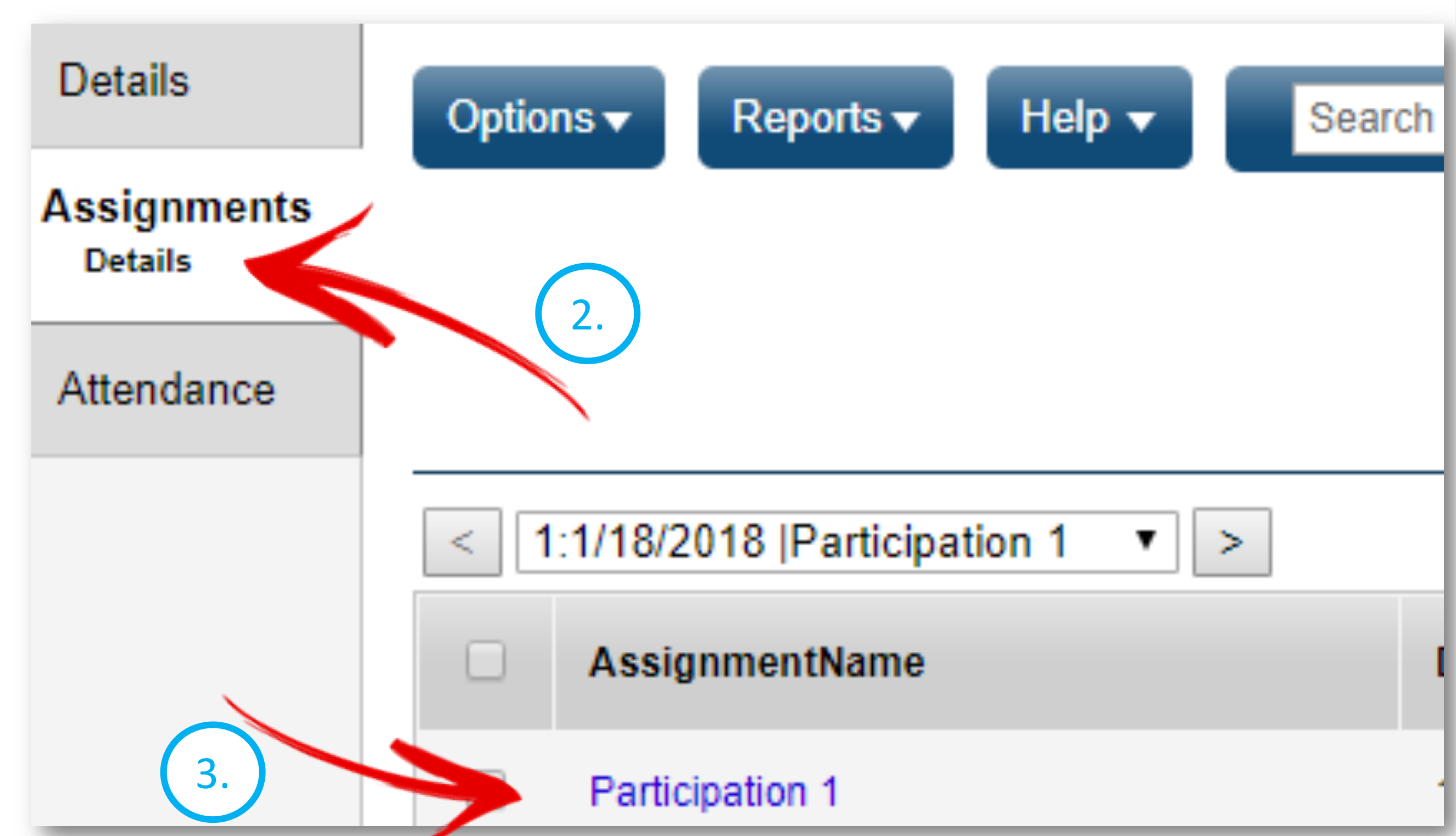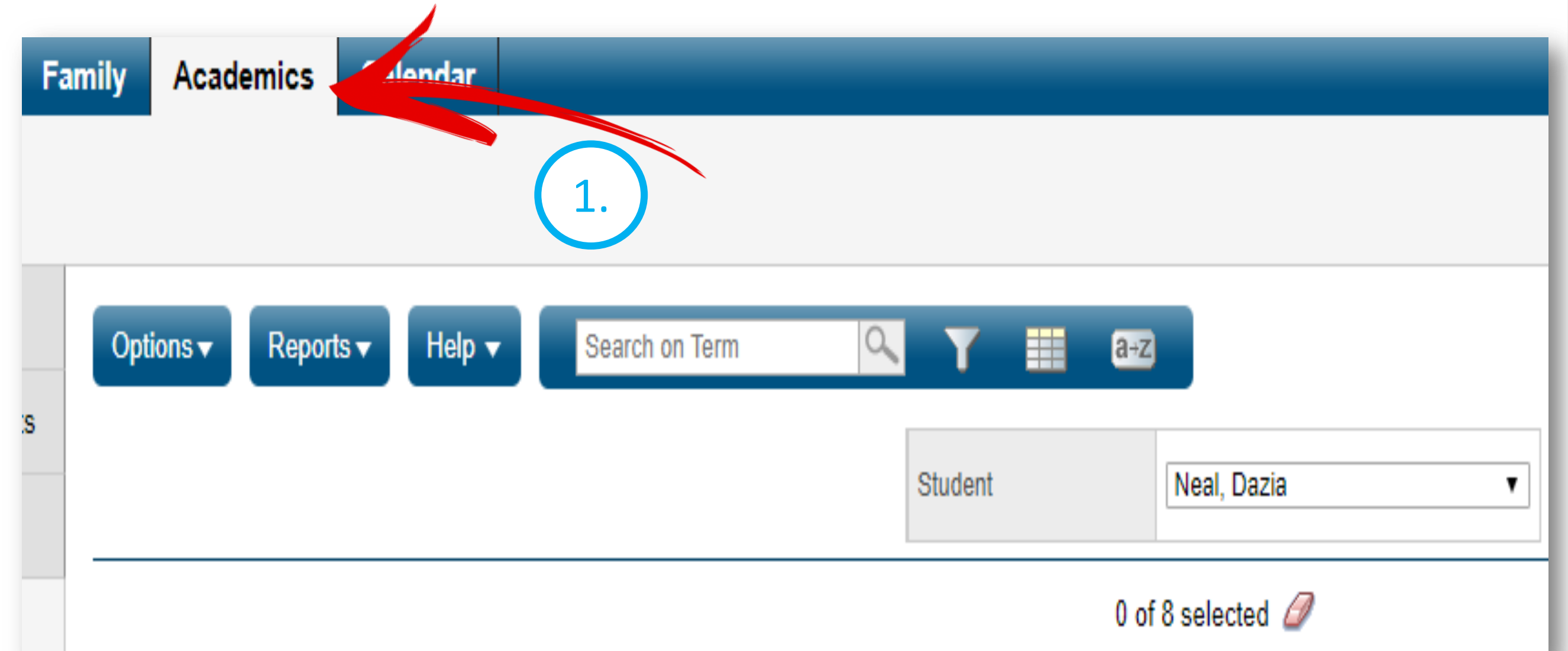
Tracking Attendance

1. After logging in to your account, click on the Family top tab.
2. Select the name of the child whose attendance you would like to view.
3. Click the Daily Attendance side tab to see attendance information by date.

Pages | **Family** | Academics | Calendar

Students

Details

Contacts

Daily Attendance

Transcript

Options ▾ | Reports ▾ | Help ▾ | Search

☐ Name

☐ Haynie, Asima

☐ Neal, Dazia

Details

Contacts

Daily Attendance Details

Tra...

Schedule

Membership

Options ▾ | Reports ▾ | Help ▾ | Search on Date

< 1:1/24/2018 >

Absences: 22.0 (20.0 unexcused) Tardies: 8 (8 unexcused)

	Date	Code	Reason
☐	1/24/2018	A	
☐	1/23/2018	A	
☐	1/17/2018	A-E	ISA Reason
☐	1/16/2...	T	

3. What grade did my child get on last week's Math test?
Checking grades and assignments takes just a few simple steps.

Viewing Grades and Assignments

1. Click on the Academics top tab and select the child whose grades you would like to view from the menu at the top of the screen.
2. Click the Assignments side tab to see assignments for a course, and use the arrows at the top right of your screen to switch between courses.
3. Click on an Assignment Name to view details and comments from the teacher.

Family | **Academics** | ...endar

Options ▾ | Reports ▾ | Help ▾ | Search on Term

Student | Neal, Dazia ▾

0 of 8 selected

Details

Assignments
Details

Attendance

Options ▾ | Reports ▾ | Help ▾ | Search

< 1:1/18/2018 |Participation 1 ▾ >

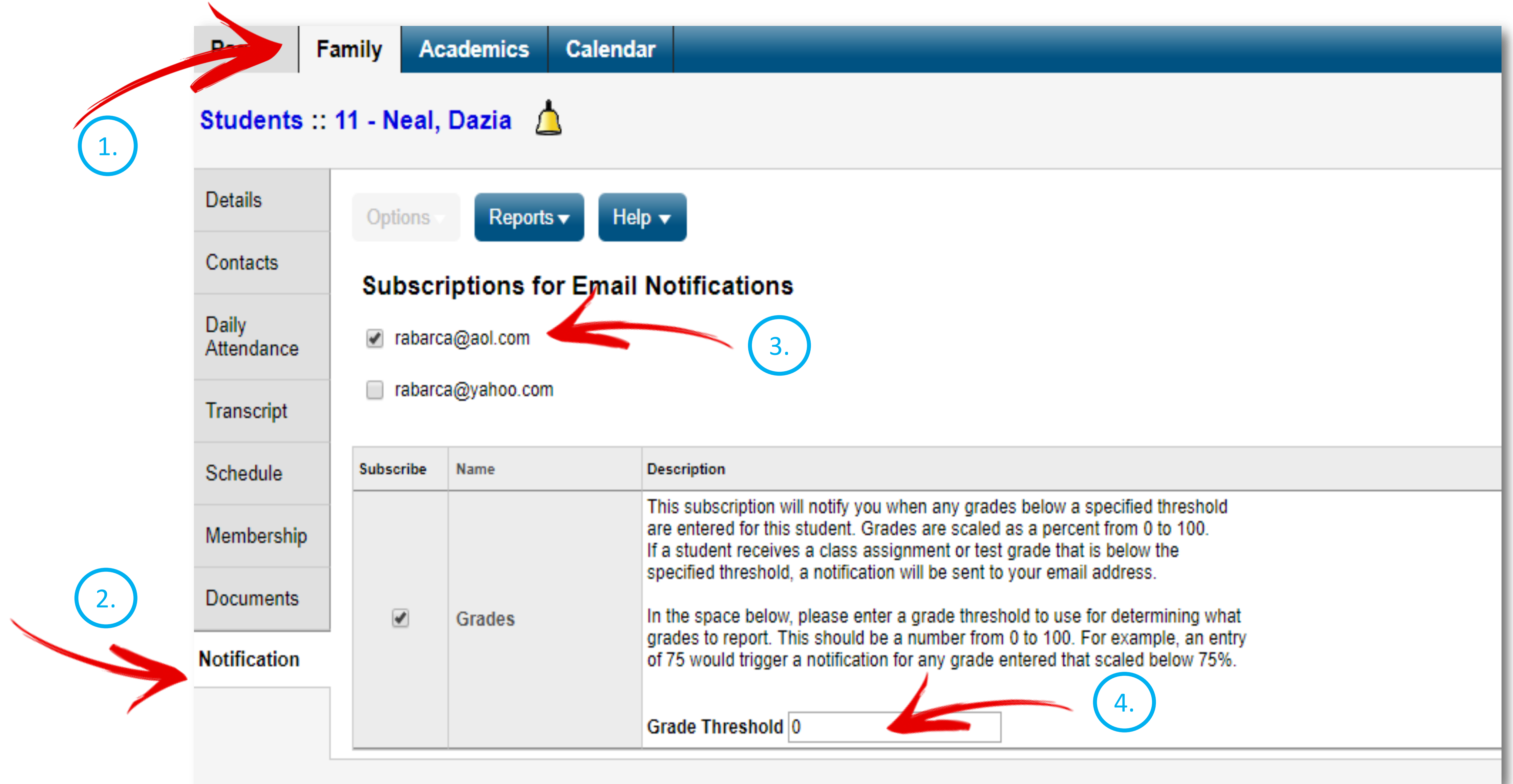☐ **AssignmentName**

Participation 1

4. Can I get a heads-up if my child gets below a C on that big test? Turning on email notifications will ensure that you know about a low grade as soon as the teacher posts it. Notifications are customizable and can be set at whatever grade percentage you want to know about.

Setting Email Notifications

1. Click on the Family top tab and select the child for whom you would like to set up notifications.
2. Click on the Notifications side tab.
3. Select the email address(es) where you would like the notifications to be sent.
4. Enter the threshold you would like to use to determine what grades you're notified about.

	Family	Academics	Calendar

Students :: 11 - Neal, Dazia 🔔

Details	Options	Reports ▾	Help ▾

Contacts	

Subscriptions for Email Notifications

☑ rabarca@aol.com
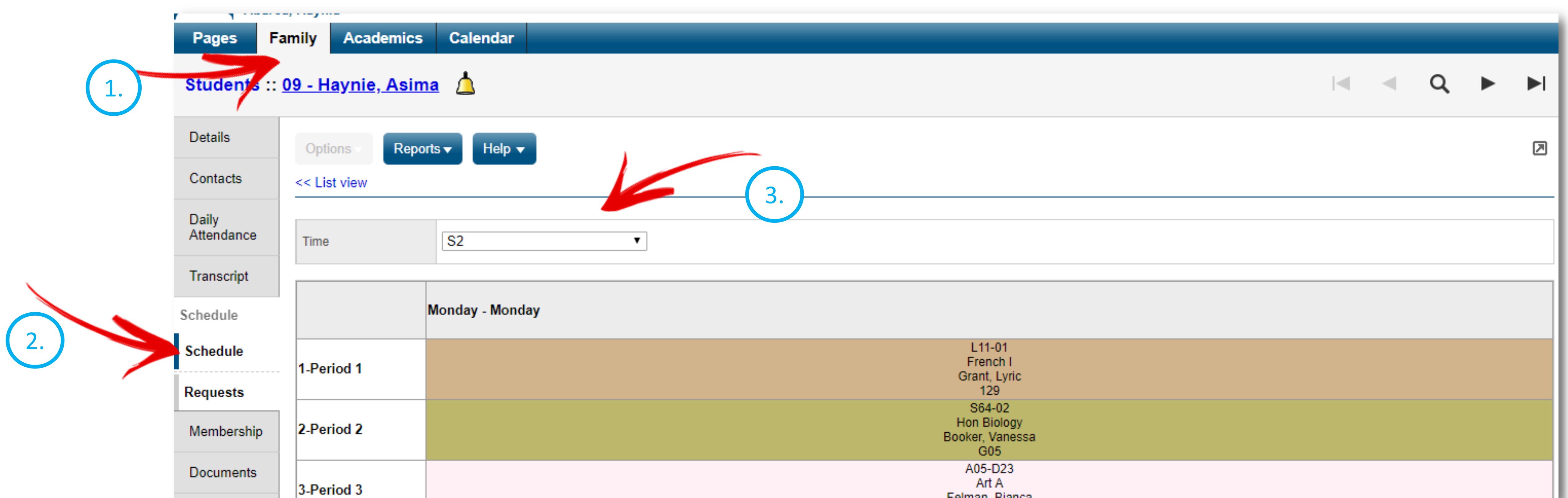
☐ rabarca@yahoo.com

Subscribe	Name	Description
☑	Grades	This subscription will notify you when any grades below a specified threshold are entered for this student. Grades are scaled as a percent from 0 to 100. If a student receives a class assignment or test grade that is below the specified threshold, a notification will be sent to your email address.
		In the space below, please enter a grade threshold to use for determining what grades to report. This should be a number from 0 to 100. For example, an entry of 75 would trigger a notification for any grade entered that scaled below 75%.
		Grade Threshold 0

Side tabs: Details, Contacts, Daily Attendance, Transcript, Schedule, Membership, Documents, **Notification**

5. What class is my child in right now? Schedules help you keep track of where your child is during the school day. You can also view your child's schedule from previous years and semesters.

Checking Schedules

1. Click on the Family top tab and select the child whose schedule you would like to view.
2. Click the Schedule side tab.
3. Use the dropdown menu at the top of the screen to select the semester, term, or school year you'd like to view.

Pages	Family	Academics	Calendar

Students :: 09 - Haynie, Asima 🔔   ⏮ ◀ 🔍 ▶ ⏭

Details	Options	Reports ▾	Help ▾

<< List view

Time	S2 ▼

	Monday - Monday
1-Period 1	L11-01 French I Grant, Lyric 129
2-Period 2	S64-02 Hon Biology Booker, Vanessa G05
3-Period 3	A05-D23 Art A Felman, Bianca

Side tabs: Details, Contacts, Daily Attendance, Transcript, Schedule, Schedule, Requests, Membership, Documents