# Parent Login and Student Account Set Up

## Finding the correct Parent Log-In screen

Please **do not** Google PowerSchool. There are many school divisions using this software and your log in will only work with the Prairies Spirit PowerSchool server.

Using Google Chrome or Firefox as your browser, go to: <u>http://www.spiritsd.ca/</u> Click on **PowerSchool Student/Parent Access**. (Internet Explorer is not compatible with PowerParent/Student)



## **First Time Login**

Select the **Create Account Tab** (the username and password is not used now) and then select the **Create Account** button.

		PRAIRIE SP SCHOOL DIVI	IRIT SION
Powers	chool		
Student Sign la C	and Parent Si reate Account	gn In	
Create a paren also manage yo	account that allows you to	o view all of your students with .earn more.	one account. You can Create Account

Complete the **Parent Account** page.

PowerSchool	. Enter the parent information and the email
Create Parent Account	address.
First Name	
Last Name	Choose a user id and a secure password that
Email .	you will remember
Desired Username	you win remember.
Password	
Re-enter Password	Link the student(s) to your account. The Access
Password must: •Be at least 6 characters long	ID and Access Password are generated by
Link Students to Account	PowerSchool and provided to parents by the student is attending. A separate
Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account	Access Id and Access Password is required for each student.
Student Name	
Access ID	Select your <b>Relationship</b> to the student i.e. Mother, Father from the drop-down
Access Password	
Relationship Choose	Select Enter to commit your account registration.
2	
Student Name	
Access ID	
Access Password	
Dalationship	

\*Note\* The user id and password supplied is just for connecting the student's account to the parent's account and is not required after the parent account is set up. It is not for use as entrance credentials to PowerParent/Student.

## Subsequent Log In

For subsequent Log In. enter the **Username** and (



assword that were set up on the first Log In (not the	PowerSchool		
eate Account). Select Sign In.	Student and Pa	arent Sign In	
	Select Language	English	•
	Username		
	Password		
		Forgot Username or Password?	
ddiu e Nacue Chudeute efter en Asseut her	haan Cat Un	School Bulletin	
ading More Students after an Account has	been Set Up	Class Registration	
lect Account Preferences from the Menu on the left.		Balance	
lect Students Tab and Select Add		My Calendars	
		Account Preferences	
Profile Students			Add
My Students			

Enter the Student Name, Access ID and Access Password (provided by the school) and select the Relationship, Submit

Student Access In	ormation	
Student Name		
Access ID		
Access Password		
Relationship	Choose 🔻	
		Cancel OK

## **Updating Demographics:**

1. Once you have logged in to PowerParent – the first page that opens if the Grades and Attendance page. On the left-side menu – click on the Demographic Change icon.

Exp         M           1(A-F)	Last Weel	mes Grade	Mes M	This T V	Week	H F	Click on the mark to see the Assignments for each Over Attendance By Class Course Heath Education 9 Clade, Jeannie - Rm: P03 Physical Education 9 Reis, Jease - Rm: Gym 3	erall Grade.	Q1 4 95 -	Q2 -	S2	Y1 -	Absences 0	Tardie
Exp         M           1(A-F)         1           2(A-F-2)         .           2(A-C,E)         .           2(B,D,F)         .	Last Weel T W	H F	mes M	This T V	Week N	H F	Click on the mark to see the Assignments for each Over Attendance By Class Course Heath Education 9 Class Jeannie - Rm: P03 Physical Education 9 Reis, Jease - Rm: Gym 3	stall Grade.	Q1 4 95 -	Q2 -	S2 -	Y1 -	Absences 0	Tardie
Exp M 1(A-F) 1 1(A-F) 2(A-C.E) . 2(A.C.E) 2(B,D,F) .	Last Weel T	H F	- M	This'	Week N	H F	Click on the mark to see the Assignments for each Ove Attendance By Class Course Health Education 9 Class Jeannie - Rm: P03 Physical Education 9 Reis, Jesse - Rm: Gym 3	S1	Q1 4 95 	Q2	S2 -	Y1 -	Absences 0	Tardie 0
Exp         M           1(A-F)	Last Wee	H F	• M	This T V	Week N	H F	Attendance By Class Course Heath Education 9 D Lade, Jeannie - Rm: P03 Physical Education 9 D Reis, Jease - Rm: Gym 3	S1	Q1 4 95 	Q2 -	S2 -	Y1 -	Absences 0	Tardi 0
Exp         M           1(A-F)         1           1(A-F)         2           2(A-C,E)         2           2(B,D,F)         2	Last Wee	H F	• M		Week N	H F	Course Heath Education 9 Cade, Jeannie - Rm: P03 Physical Education 9 Cale Reis, Jease - Rm: Gym 3	S1	Q1 4 95 -	Q2	S2 -	Y1 -	Absences 0	Tardi 0
1(A-F) 1(A-F) 2(A-C,E) 2(A,C,E) 2(B,D,F)							Health Education 9 Lade, Jeannie - Rm: P03 Physical Education 9 Reis, Jesse - Rm: Gym 3		4 95 	-	-	-	0	0
1(A-F) 2(A-O-E) 2(A-C-E) 2(B,D,F)							Physical Education 9 Reis, Jesse - Rm: Gym 3		-					
2(A,C,E) 2(B,D,F)											-	-	0	0
2(A,C,E) 2(B,D,F)							French 9 Schneider, Jennifer - Rm: B72		4 99	-	-	-	1	0
2(B,D,F)							Computer Applications 9 Wiebe, Dale - Rm: B55		-	-	-	-	0	0
							Arts Education 9 🛃		-	-	-	-	0	0
2(B,D,F)							Home Economics 9 Sadoway, Jennifer - Rm: B20		-	-	-	-	0	0
3(A-F)							Mathematics 9 Henkelman, Kelley - Rm: B49		4 97	-	-	4 97	1	0
4(A-F)							English Language Arts 9 Image: Hall, Courtney - Rm: P01 Image: P01		3 82	-	-	3 82	1	0
5(A-F)							Social Studies 9 🛃		4 95	-	-	-	0	1
5(A-F)							Science 9 Science 9 Neufeldt, Andrew - Rm: A13		-	-	-	-	0	0
										At	endance	e Totals	3	1
							Show dropped classes also							
	4(A-F) 5(A-F) 5(A-F)	4(A-F) 5(A-F) 5(A-F)	4(A-F) 5(A-F) 5(A-F)	4(A-F) 5(A-F) 5(A-F)	4(A-F)	4(A-F)	4(A-F)	4(A-F) English Language Arts 9 5(A-F) Social Studies 9 S	4(A-F)       English Language Arts 9         5(A-F)       Social Studies 9          S(A-F)       Social Studies 9          S(A-F)       Neufeldt, Andrew - Rm: A13	Image: Second	4(A-F)         Image: Constraint of the Netherina Netley - Am: B49         97           5(A-F)         Image: Constraint of the Netley - Am: B49         3         -           5(A-F)         Image: Constraint of the Netley - Am: B45         95         -           Science 9         Image: Constraint of the Netled Netley - Am: B43         -         -           Science 9         Image: Constraint of the Netled N	Image: Control of the state of the	4(A-F)       2       4       Figheh Language Arts 9       3         3       2       2       3         3       2       2       2       2       2       3         3       2       2       2       3         3       2       2       2       3         3       2       2       3       2       2       3       2       2       3       2       3       2       2       3       2       3       3       2       3       3       2       3       3       2       3	4(A-F)       0

2. The next page that opens has all of the information that is currently in PowerSchool – beside that are empty boxes where you can input the new demographic information!

Navigation	• • • • • •		
Grades and Attendance	Demographic Opdate	/	
Grade History		Clic	k on the section heading to expand the sector you wish to edit.
Attendance History	General Student Information		
Email		On file with the school	Please make your updates
Notification	Name (last,first MI)	Josie Smith	Contact school if name is incorrect. Legal documentation may be required.
Teacher	Gender	Female	Contact school if gender is incorrect. Legal documentation may be required.
Comments	Date of Birth	January 5, 2001	Contact school if bithdate is incorrect. Legal documentation may be required.
School Bulletin	Health Services Number		
	Social Insurance Number		
Class Registration	Home Phone	306-123-4526	000-000-0000
Account Preferences	Home Address	Warman, SK S0K 4S1	
alert Power Announcement	Mailing Address	Warman, SK S0K 4S1	
Demographic Change	Primary Contacts	$\sim$	
Graduation Progress			
My Schedule	Additional Contacts		
School Information	Medical Information		
District Code QNRH	Consent Information		
Cownload on the App Store	Immigration/Ethnicity		
Coogle play			Select V Submit

3. There are several sections that need to be completed – click on each section to open it and check that the data is accurate.

	the data is accurate.
(	Primary Contacts
(	Additional Contacts
$\langle$	Medical Information
(	Consent Information
(	Immigration/Ethnicity

4. Once you have completed entering all of the necessary information, at the bottom of the demographics page is a drop down menu



5. Once you have reviewed the information and made the changes, if any are required, click the submit button.

Consent Information		
Immigration/Ethnicity		
	Information has been updated/verified •	Submit

6. Once you have submitted your information, your updates are complete.

#### NOTE:

- 1. Even if there are no changes to the demographics parents must submit the form that is necessary to keep our consent forms current.
- 2. Updates to the demographics pages can be made continuously throughout the school year as changes happen this keeps the school informed of the latest information.

## **Other Features of PowerParent:**

When you first log into PowerParent – the opening page is often set to the Grades and Attendance page. It is each school's choice as to what is the first page. On the left side of the page is the navigation bar – the icons that appear on this menu is also dependent upon school choice.

- 1. Grades and Attendance:
- Anything **blue** is **clickable**. The Q1/Q2 etc are the terms that are recorded (Q1 represents the first quarter, S1 would be first semester, Y1 would be the cumulative mark for the year long classes and so on T1/T2/T3 represent terms if there are only 3 terms in the year)
- Click on a blue mark in the term column and see the individual assignment marks.
- Click on a blue attendance total and see the dates absent and the corresponding absence codes. A legend of the absence codes is at the bottom of the screen.
- Click the teachers name and email your questions or comments to them personally.

Navi	gation	1	Grado	e and	1 74	ond	anc	<u>.</u> .													
€,	Grades and Attendance		Graues	s anu	Au	enu	anc	с.													
6	Grade History		Grades ar	id Attenda	ance	Outco	mes G	rades	S												
R	Attendance History					$\square$						Click on the mark/MRK to see the Assignments for e	each Ove	rall Gr	ade.						
A	Email					a a la						Attendance By Class									
$\bowtie$	Notification		Exp	M		еек	E M	T	nis w	еек	E	Course	Q1	Q2	S1	Q3	Q4	<b>S</b> 2	¥1	Absences	Tardies
	Teacher Comments		1(A-F)				// A	A			-	Wellness 10				76	11	76		9	2
	School Bulletin		2(A-F)				// A	A				History 10				65	85	71		8	0
Ħ	Class Registration		A(A-E)					•				Study Hall								6	1
	My Schedule							-				Email Morrow, Lara - Rm: B42     Found of Math and Pre-Calc 10									
	School		4(A-F)				A	A				Email Doell, Selena - Rm: B46				85	90	86		8	0
	Account		5(A-F)				A	A				ELA A 10  Email Nyland, Carmen - Rm: P01				76	80	78		9	0
	Preterences																Atten	dance	Totals	40	3
🦅	Next Years Schedule											Show dropped classes also									
<b>&gt;</b>	Graduation Progress		Legend																		
9	Demographic Change		Attendance	e Codes: I	Blank=F	Present	A=Abse	nt - U	Inverifi	ed or l	Inexo	used   I=Illness or Medical   PA=Parent Excused Absence   L=L	ate   PL=F	arent Ex	cused	Late   SI	E=Schoo	l Excus	ed Abse	nce   AOG=Bus/We	ather/Watermain

## Outcomes Tab

At the top of the Grades and Attendance Page is also the Outcomes Grades tab. On this page are the outcomes that are used for evaluating student progress. In Grades K - 9, outcomes are reported for each course and behaviours are also assessed and recorded here. In Grades 10 - 12 – just behavior grades are reported here.

• Click on the blue Outcome for more details – choose Outcomes Grades Classic View from bottom right corner of page to get a clearer view of outcomes grades.

## 2. Grades History

Grades history shows the marks that would be displayed on a regular paper copy of a report card and are a snapshot of the student's mark on the day that the marks are stored.

• Click on a blue percent mark and see the individual assignment marks. For students in Grades K-8 – a percentage mark may appear, but since all courses are only evaluated by outcomes, an overall mark in this area is not indicative of the student progress.

#### 3. Attendance History

Attendance History displays the student's day by day, course by course, attendance with absence codes, but only for the current semester – the legend at the bottom of the screen identifies the codes used.

Course	Everanian		1	/30-2	/3			2/6	6-2/1	0			<b>2/1</b> 3	-2/17	,			2/20	)-2/24				2/27-3	/3			3	/6-3/1	0			3	8/13-3	/17			3/2	0-3/2	4	
Course	Expression	м	т	w	н	F	м	т	w	н	F	м	т	w	н	FI	м	т	w	н	= N	Т	W	н	F	м	т	w	н	F	м	т	w	н	F	м	т	w	н	F
Wellness 10	1(A)	-															-	-	-			A																	-	-
Scheidt, Tyler Gym 1	1(B)	-											L				-	-	-				SE												Α				-	-
E: 01/31/2017 L: 07/01/2017	1(C)	-															-	-	-					A						Α									-	-
	1(D)	-															-	-	-																				-	-
	1(E)	-															-	-	-							Α													-	-
	1(F)	-									Α						-	-	-		-																		-	-
History 10	2(A)	-															-	-	-			A																	-	-
Dyck, April B46	2(B)	-															-	-	-				SE												Α				-	-
E: 01/31/2017 L: 07/01/2017	2(C)	-															-	-	-					A															-	-
	2(D)	-															-	-	-																				-	-
	2(E)	-															-	-	-							Α													-	-
	2(F)	-									Α						-	-	-		-																		-	-
Study Hall	3(A)	-	-	-	-	-	-	-	-	-	-	-					-	-	-																				-	-
Morrow, Lara B42	3(B)	-	-	-	-	-	-	-	-	-	-	-					-	-	-				SE																-	-
E: 02/14/2017 L: 07/01/2017	3(C)	-	-	-	-	-	-	-	-	-	-	-					-	-	-					A						Α									-	-
	3(D)	-	-	-	-	-	-	-	-	-	-	-					-	-	-																				-	-
	3(E)	-	-	-	-	-	-	-	-	-	-	-					-	-	-							Α													-	-
	3(F)	-	-	-	-	-	-	-	-	-	-	-					-	-	-		-						SE												-	-
Found of Math and Pre-Calc 10	4(A)	-															-	-	-															SE					-	-
Doell, Selena B46	4(B)	-															-	-	-				SE																-	-
E: 01/31/2017 L: 07/01/2017	4(C)	-															-	-	-					A						Α									-	-
	4(D)	-															-	-	-																				-	-
	4(E)	-															-	-	-	-   -						Α													-	-
Legend																																							-	-
ELA A 10								_	_							_																				_			-	-
Nyland, C Attendance Codes: Blank=Present   A: PAV=Parent Excused Absence – Vacation	=Absent - Unverified or on   AHL=Authorized H	Unexc omebo	used und L	I=IIIn earnin	ess or g - Re	Medio quires	al   PA Divisi	=Pare on App	ent Exc proval	cused /	Absen	ce   L:	=Late	PL=P	arent E	xcus	ed La	te   S	E=Sch	ool Ex	cused	Absen	e   AOC	3=Bus	Weat	her/Wa	itermair	1   ISS=	In-Sc	hool S	uspen	sion	OSS=0	Jut of S	chool	Susper	sion		-	-

#### 4. Teacher Comments

Any comments the teachers have entered for a final mark would be displayed here. If paperless progress reports are used, this is the comment area to view. Ensure that you use the dropdown to locate the correct term -

Teacher Com	ments:			
Exp.	Course #	Course	Teacher	Comment
1(A-F)	4600	Wellness 10	Scheidt, Tyler	<b>•</b>
2(A-F)	4306	History 10	* Dyck, April	
3(A-F)	10000	Study Hall	Morrow, Lara	
4(A-F)	4424	Found of Math and Pre-Calc 10	* Doell, Selena	
5(A-F)	4017	ELA A 10	Nyland, Carmen	

Show dropped classes also \* Additional teacher comments may be found on the 'Grades and Attendance' and 'Grades History' pages. Find comments there by clicking on the reporting term score for the appropriate class

#### 5. School Bulletin

Some schools use this page for daily announcements and upcoming events. Check with your school to

see if they use	View Schoo	ol Bulletin		×
this	Apple G	rove High School 1 Bulletin for Wedne	sday, November 02, 2011 🔁	
uno.	First An The first Course. C will benefi	annual Golf Tournament annual Apple Grove High Golf Tournament w ontests include and prizes will be given for it our high school. Cost: \$85 per individual e 55-132.	ill take place at 1:30 PM Saturday at Pleasant Meadows Golf closest to the pin, longest drive, and hole-in-one. Proceeds ntry, \$325 per foursome. For more details, call Sheldon Bowe	
	UPCOM Tigers	ING EVENTS		
	Date	Event	Time	
	6/20	Leadership NATO	7:00PM-8:30PM	
	6/21	Spring Choir Concert	7:00PM-8:30PM	
	6/22	Junior Dance	6:30PM-9:00PM	
	6/23	Film Festival	7:00PM-9:00PM	
	6/24	NHS Banquet	7:30PM-8:30PM	
	Call 916-5	55-1200 for more information.		
	AP Test	ting		
	Mond	ay		
	7:35-11	:45AM AP American Lit and Comp		

#### 6. Class Registration

This area is used for on-line registration for next year's classes. Check with your school to ensure this option is available for your school.

View course requests							
Grade 10 Required Courses All the following must be selected. For other	ELA A 10 4017 - 1 credits	ELA B 10 4018 - 1 credits	Science 10 4214 - 1 credits	History 10 4308 - 1 credits	Wellness 10 4600 - 1 credits	Info Proc 10 5200 - 1 credits	2 🗸
arrangements, please contact the school office.	Prerequisite: ELA 9 (Credit	Prerequisite: ELA 9 (Credit	Prerequisite: None (Credit -	Prerequisite: None (Credit -	Prerequisite: None (Credit -	Prerequisite: None (Credit -	
Grade 10 Math Courses Students must select at least one of these courses.	Workpl and Apprent Math 4423 - 1 credits Prerequisite: None (Credit –	Found of Math and Pre-Cal 4424 - 1 credits Prerequisite: Math 9 (Credit					2~
Grade 10 Electives Please select two options from the list. If you only selected one math course, please select 3 electives	French 10 4019 - 1 credits Prerequisite: None (Credit –	Photography 10 5019 - 1 credits Prerequisite: None (Credit –					Ø <b>~</b>
Requires 10 credit hours. Requesting 10 credit hours.							×

Submit

Once courses have been chosen, the list of courses requested will be listed on this page – the course catalog describes the courses that are offered at the school.

2017-2018 Course Requests: Alejandrino, Leeyann Pardillo

					Course Catalog
Crs Num	Course	Туре	Cr Hrs	Prerequisite Notes	
1. 6017	ELA 20	Required		1.00 4017 ELA A10 & 4018 ELA B10	
2. 6247	Physical Science 20	Required		1.00 Available to all schools 2014_15 - 4214Science 10	
3. 6340	Psychology 20	Required		1.00 No prerequisite required.	
4. 6425	Foundations of Math 20	Required		1.00 4425 Foundations of Math and Pre-Calculus 10	
5. 5205	Accounting 10	Elective		1.00 No prerequisite required.	
6. 6245	Health Science 20	Elective		1.00 Available 2014-2015, 4214 Science 10	
7. 6306	History 20	Elective		1.00 Recommended 4306 History 10	
8. 7205	Accounting 20	Elective		1.00 5205 Accounting 10	
9. 8340	Psychology 30	Elective		1.00 No prerequisite required.	
10. 8425	Foundations of Math 30	Elective		1.00 6425 Foundations of Math 20	
Total Credit Hours Requested		10.00			

#### 7. Account Preferences

If a change of password or personal information is needed, please use this area to make the appropriate login changes.

Profile	Students				
If you wa	ant to change the name, e-mail address, username or password associated with your	Parent account, you may do so below. Please click the corresponding Edit button to make changes to your username, or password.			
First	Name:				
Last	Name:				
Emai	i:				
Selec	rt Language	Select a Language 🔻			
New	Username:				
Enter your current password and the new password you would like					
New password must					
• Be a	at least 6 characters long				
0.000	ant Basaward				
Curre	in rassword.				
New	Password:				
Confi	irm Password:				
		Cancel Save			

Once you log in to your account – navigate through the left-side menu and see what is available from your school – and contact your school if there is something listed above that is not there that you would be interested in having your school start using!!