

PowerSchool tutorial for parents and students

Introduction

PowerSchool is the student information system used by the Putnam Valley Central School District. It is a web- based application that allows parents and students to log into a secure account from home, school or work; access real-time assignments, grades and attendance; request reports; email teachers; and more.

Parent and Student Access to PowerSchool

PowerSchool web address is <http://ps.pvcsd.org/public>

There is also a link on Putnam Valley Middle School website. (www.pvcsd.org/ms)

Under Student/Parent Resources→ Powerschool Parent Access

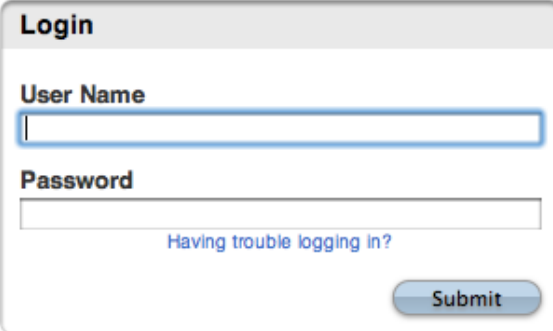
Parent Access to PowerSchool

Parents will have received an Access ID and Access Password from the school. If you have forgotten your Access ID or Password, please contact the school office.

Log into PowerSchool at <http://ps.pvcsd.org/public>

Enter Access ID under User Name and Access Password.

PowerSchool



The image shows a login form for PowerSchool. It has a title bar that says "Login". Below the title bar, there are two input fields: "User Name" and "Password". The "User Name" field is currently empty and has a blue border. Below the "Password" field, there is a link that says "Having trouble logging in?". At the bottom right of the form, there is a "Submit" button.

The PowerSchool Environment

PowerSchool opens to the Grades and Attendance page. It is a quick lookup page which shows classes, teachers, grades and attendance which pull from the teacher gradebooks for the current quarter. Once grades start to appear under the terms, you may click the grade to see class assignments.

Exp	Last Week					This Week					Course	Q1	Q2	Q3	Q4	M5	M6	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F									
1(A-B)											Spanish 7 Fama, Maria	83	0	0	0	--	--	0	0
2(A-B)											Skills/AIS 7 Daur, Barbara					--	--	0	0
3(A)											Band 7 Beucke, Ryan					--	--	0	0
3(B)											PE 7 Parchen, Tracey					--	--	0	0
4(A-B)											S Studies 7 Gallo, Daniel	100	0	0	0	--	--	0	0
5(A-B)											Math 7 Henkels, Heather					--	--	0	0
6(A-B)											English 7 McCormack, Elizabeth					--	--	0	0
7(A-B)											Lunch 7 Staff, Lunch					--	--	0	0
8(A-B)											Health 7 Worell, Kurt	--	--	--	--	--	--	0	0
9(A-B)									T		Science 7 Bradfield, Maria	60	0	0	0	--	--	1	1

Other pages may be accessed by clicking on the icons in the menu bar at the top of the screen.

Attendance History gives a breakdown of dates absent and absence reason.

Email Notification allows you to choose what reports you would like emailed to you and how often. This feature is optional, and reports can be quite voluminous. Most of this information can be obtained from the web pages.

Teacher Comments allows you to view comments teachers have made relative to the

class. You may also find comments in the Grades and Attendance area relative to the term.

School Bulletin allows access to the school daily announcements. This information changes throughout the day, so check back often.

My Schedule shows what the student's present schedule is for this term. Depending on when the student's Encore classes begin and end, this information will change.

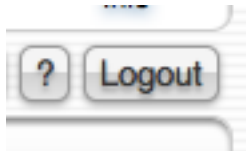
My Calendars is a tool to help parents and students stay on top of daily events and better manage their time. My Calendars operates in conjunction with iCal, a personal desktop calendar application, whereby you can subscribe to and receive information about class assignments, assignment scores, final grades, and school events.

Note: In order to use My Calendars, you must first have installed a personal desktop calendar application on your computer that supports the iCalendar standard, such as iCal for Macintosh, Windows Calendar for Windows Vista or Microsoft Outlook.

Credentials gives parent and students access to a number of passwords used within the district. Safe Eyes and Studywiz passwords can be found here.

Transportation Info allows you to see the bus route information for your child.

Click the question mark in the upper right portion of the screen below menu for help and information about the page you are on.



Remember to **Logout** when you are done, and never share your password information.