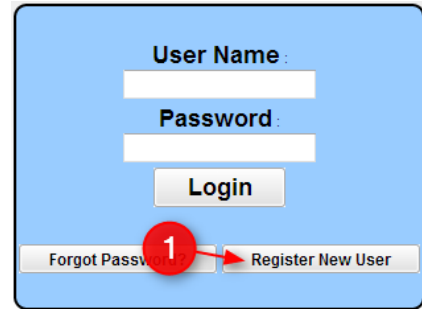


# Register New User

For first time users, click the button 1) Register New User.



Select your relationship with the student from the drop down menu and then enter your information into the fields.

## Register New User

### Step 1: Verification

**NOTE:** All information below is asking for PARENT/GUARDIAN information, please enter all information about the PARENT/GUARDIAN registering the account. The PSN number will be provided by the student's school.

Cancel

Relationship :  Required

Last Name :  Required

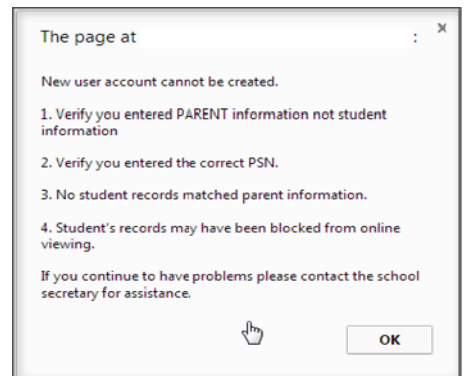
First Name :  Required

Pin Number :  Required

Zip :  Required

Continue

If the information *did not* match the data system, this message will appear. A new user must be listed as a Guardian, Father, or Mother of the student and all information about the user must match exactly with what is in the system. If all of the information is typed correctly and you are getting this message, please contact your child's school to verify/update your information.



If the information *did* match with the data system, a screen like this will be shown. Enter a User Name, the desired Password (twice), and choose your security questions/answers. Click on Complete to finish the new user registration.

## Register New User

### Step 2: User Creation

- Please enter a User Name, then enter the Password (twice).
- Select your secret questions and enter your answers.
- Click Complete to access your student's information.

Cancel

User Name :  6 - 20 characters

Password :  6 - 20 characters

Confirm Password :

Secret Question #1 :  Required

Secret Answer #1 :

Secret Question #2 :  Required

Secret Answer #2 :

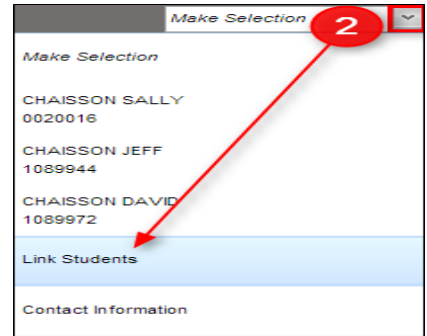
Complete

## Link Students

If you have multiple students in the Lafourche Parish public school system, you can link them together in the Parent Progress Center so that you only have to use one user name and password.

Login to the Student Progress Center with your current login and password.

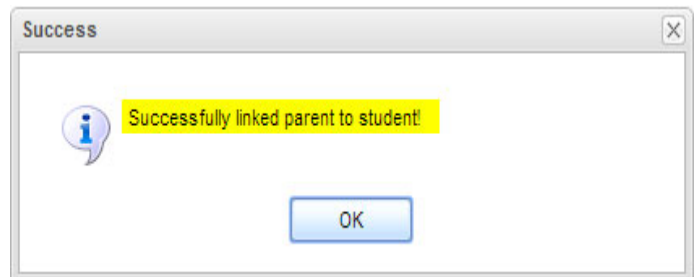
On the top right of the screen, click on the drop down arrow and choose 2) Link Students.



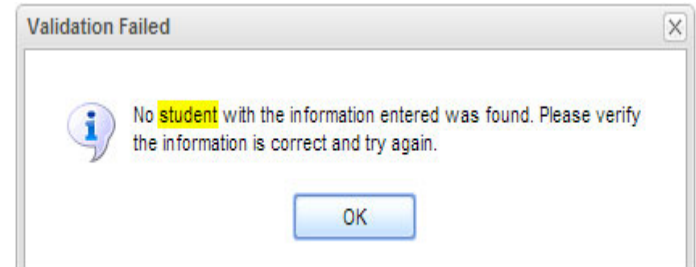
3) Enter the additional student's Last Name, First Name, SSN, and Birthdate, then click Submit.

Note: The items need to match what is contained in the data system at your child's school.

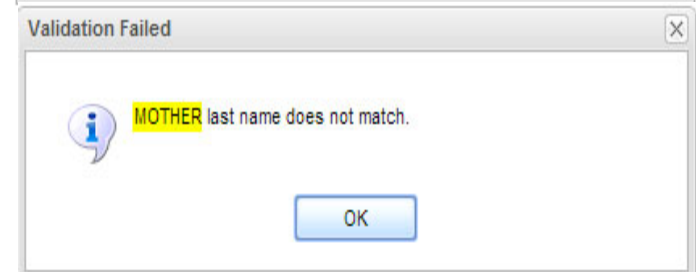
If a match was made between student and parent/guardian, a message like this will appear. Click the OK button. You will be brought back to the main page and the newly linked student will show on screen.



If some information about the student did not match the data system, a message like this will appear. Verify the student's information entered. If you have entered everything correctly, contact the child's school.



If some information about the Mother, Father, or Guardian did not match the student's Mother, Father, or Guardian, a message like this will appear. Verify the information entered. If you have entered everything correctly, contact the child's school to verify your information in the data system.



# Parent Home Page

The screenshot displays a user interface for a parent home page. At the top left, it says "Hello CHRIS | Logout". At the top right, there is a "Make Selection" dropdown menu with a red circle '6' next to it. Below the header, there is a "Message From School" section on the left, which contains a message titled "1 of 1" and a red circle '1' next to the text "No Messages To Display". On the right side, there are two student progress cards. The first card is for "SALLY CHAISSON" at "DEMO SCHOOL 001". It features a student photo with a red circle '2' next to it. To the right of the photo is a red circle '3' next to the number "1.0", which is labeled "This Term" and "Absence". To the right of that is a red circle '4' next to the number "0", which is labeled "7 Day" and "Work Due". To the right of that is a red circle '5' next to the number "0", which is labeled "All Classes" and "Notes". The second card is for "JEFF CHAISSON" at "DEMO SCHOOL 008". It features a student photo. To the right of the photo is a red circle '3' next to the number "0.0", which is labeled "This Term" and "Absence". To the right of that is a red circle '4' next to the number "0", which is labeled "7 Day" and "Work Due". To the right of that is a red circle '5' next to the number "0", which is labeled "All Classes" and "Notes".

- 1) After logging in to the Student Progress Center, you will see messages from the school or central office on the left and summary information on the right.
- 2) To see details about a student, **click on the student's picture.**
- 3) Click on Absence to see detailed information about the child's attendance.
- 4) Click on Work Due to see information about upcoming assignments or lessons.
- 5) Click on Notes to see any notes from teachers.
- 6) In the upper right hand corner, you will see a drop down arrow. The menu contains a list of children connected to your user name and password, an option to Link other students to this account, and a place to update your Contact Information.

# Student Home Page

Student Home **2** Grades Calendar Attendance Discipline Transcripts Tests Communication Parent Home **3**

**1**

**SALLY CHAISSON**

School Name : DEMO SCHOOL 001 (001)  
Sidno : 0020016 Grade : 11  
Homeroom : GOBERT SHAUNA Year : 1314

AM Bus <b>5</b>		PM Bus	
Number :	283	Number :	283
Stop :	014	Stop :	014
Time :		Time :	
Address :	No Address Available <b>6</b>	Address :	No Address Available
Club		Sport	

4-H

<b>0</b> Today New Work <b>7</b>	<b>0</b> 7 Day Work Due <b>8</b>	<b>\$0.00</b> Total Fees Fees Due <b>9</b>	<b>0</b> All Classes New Notes <b>10</b>
--	--	--	--

**11** Messages

Date	Type	Message
05/22/14	Event	Welcome to the new Student Progress Center. This will make life better for the parents and students

- 1) The Student Home button in the upper left corner will return you to the Student Home Page from any of the detail pages.
- 2) At the top, you will see buttons to view your child's grades, calendar, attendance, discipline, transcript, standardized test scores, and communication information.
- 3) The Parent Home button in the upper right corner will return you to the Parent Home page.
- 4) To the right of your child's picture is the school name and site code, student id number (Sidno), homeroom teacher, current grade level, and school year.
- 5) Lafourche parish does not display transportation information.
- 6) Any clubs or sports that your child is involved in at school may be listed.
- 7) The New Work box shows a count of assignments created today. Click to find out the details of the assignments.
- 8) The Work Due box shows a count of assignments due within seven days. Click to find out the details of the assignments.
- 9) The Fees Due box shows the total amount owed in fees. Click to find out the details of the fees.
- 10) The New Notes box shows notes from your child's teachers. Click to view the notes from the teachers.
- 11) The Messages area at the bottom of the screen will show messages from the school or district.

# Grades

On the top of the Student Home page, click on Grades to view your child's marking period grades. These are the progress report/report card grades.

Your child's classes will be listed in class period order with the grades they've earned in each marking period.

**Click on any grade listed for more details.**

Pd	Course	P1	P2	E1	S1	P3	P4	E2	S2	F1
01	PHYS SCIENCE PR	A								
02	ENGLISH I	A								
03	FACS I	B								
04	WORLD GEOGRAPHY	A								
05	PHYS ED I B	A								
06	INT BUS COMP APP	A								
07	ALGEBRA I PR	B								

The absences and tardy counts per course are at the end of each row.

To view the assignment grades that are combined to make the report card grade for a course, click on the marking period grade.

A listing of assignment grades will be displayed as shown below.

## **Assignments (Click assignment for details)**

Due	Name	Earned	Possible	Grade
08/25/2014	Keys - L1-3	4	4	A
09/05/2014	technique	4	4	A
09/08/2014	L1-4, KCA	4	4	A
09/12/2014	L5-10, KCA	4	4	