

# Using the Parent Portion of PowerSchool to Access Your Child's Information

1. Launch your web browser
2. Go to the school's web site: <http://www.miami.k12.ok.us>



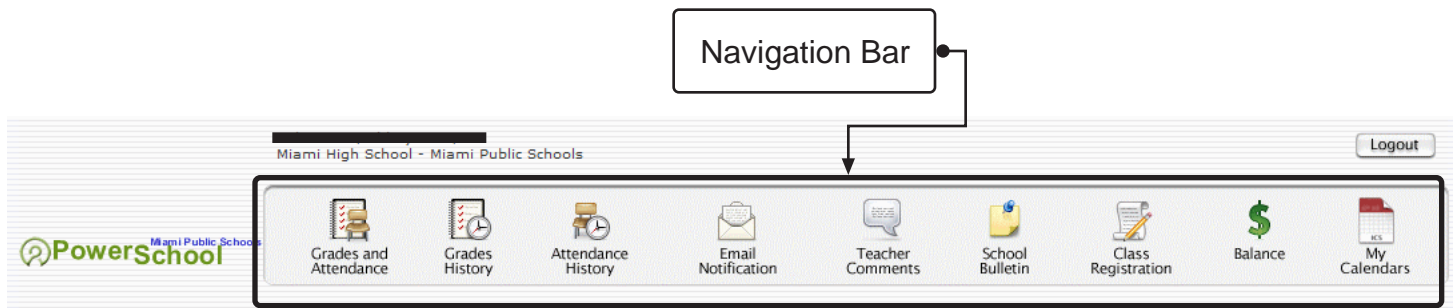
3. Click on the link to PowerSchool at the bottom of any page. Shown here.

4. Key in the Username and Password sent to you by your school administrator.

Be careful!  
 1's (ones), l's (eye's) and l's (el's) print a LOT alike.  
 So do O's (ohs), and 0's (zeros).  
 Try different combinations. It is not case sensitive.

5. Click Enter

The following screen will appear:



**Grades and Attendance**

Attendance By Class

Exp	Last Week					This Week					Course	S1	S2	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F					
1(A)											Band/Flags A Beard(HS), Charles	A 99	--	1	0
1(A)											Band/Flags B Beard(HS), Charles	--	A 98	1	0
SSR(A)											SSR Beard(HS), Charles	A 99	--	0	0
SSR(A)											SSR Beard(HS), Charles	--	A 98	1	0
2(A)											AP Government A Cannon, Richard	A 96	--	0	0
2(A)											AP Government B Cannon, Richard			1	0
3(A)											Spanish 2A Chambliss, Anne	A 90	--	0	0
...											Spanish 2B		B	.	.

Attendance  
 (gray boxes are different semester)

Class Schedule  
 Teacher Email  
 (click a name to email a teacher)

Grades

Absences and Tardies

6. Click a class average to view the individual assignments and scores for the class.

An individual class screen shows the following:

● Class Information

**Class Score Detail**

Course	Teacher	Expression	Final Grade <sup>1</sup>
Spanish 2A	Chambliss, Anne	3(A)	A 90%

**Teacher Comments:**  
**Section Description:**

Due Date	Category	Assignment	Score	%	Grd
08/29/2007	QZ	Ch1PP	83/100	83	B
08/29/2007	QZ	Ch1PP2	78/100	78	C
09/04/2007	QZ	Present Verb Conj	100/100	100	A
09/04/2007	Assign	Workbookp3	87/100	87	B
09/04/2007	Assign	Workbookp5	75/100	75	C
09/04/2007	Assign	Workbookp8	92/100	92	A
09/05/2007	TST	Chapter 1 Test	82/100	82	B

Assignment due dates

Assignments

Note: If a score is colored, click on it to view a teacher's note to the parent.

Score

Grade on Assign

7. Click on an individual assignment in the assignments column to view additional information on the assignment.

**Assignment Description**

Teacher	Chambliss, Anne
Course	Spanish 2A
Assignment name	Ch1PP2
Description	Quiz over Chapter 1 Primer Paso, listening, reading, and writing

8. Use the back button in your browser to return to the former screen, or click the Grades and Attendance button in your navigation bar to return to the original screen.



**Viewing Attendance**

9. Click the Attendance History button.



**Meeting Attendance History**

Course	Expression	8/13-8/17		8/20-8/24		8/27-8/31		9/3-9/7		9/10-9/14		9/17-9/21		9/24-9/28		10/1-10/5		10/8-10/12		
		M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T
Band/Flags A Beard(HS), Charles 202 E: 8/15/2007 L: 12/22/2007	1(A)	-	-	-	-	-	-	-	X	-	-	-	-	-	-	-	-	-	-	-
Band/Flags B Beard(HS), Charles 202 E: 1/7/2008 L: 5/24/2008	1(A)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
SSR Beard(HS), Charles 202 E: 8/15/2007 L: 12/22/2007	SSR(A)	-	-	-	-	-	-	-	X	-	-	-	-	-	-	-	-	-	-	-
SSR Beard(HS), Charles 202 E: 1/7/2008 L: 5/24/2008	SSR(A)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
AP Government A Cannon, Richard 102 E: 8/15/2007 L: 12/22/2007	2(A)	-	-	-	-	-	-	-	X	-	-	-	-	-	-	-	-	-	-	-
AP Government B Cannon, Richard 102 E: 1/7/2008 L: 5/24/2008	2(A)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Spanish 2A Chambliss, Anne 126 E: 8/15/2007 L: 12/22/2007	3(A)	-	-	-	-	-	-	-	X	-	-	-	-	-	-	-	-	-	-	-

View attendance by class and date

Dashes indicate class is not in session or a class from a different semester.

## Requesting Email Notification

10. Click the Email Notification button on the navigation bar to select the types of reports you would like to receive by email and to schedule how often they will be sent



**Email Notifications**

What information would you like to receive?

- Summary of current grades and attendance
- Detailed reports showing all assignment scores for each class
- Detailed report of attendance
- School announcements
- Balance Alert (Note: Will only be sent when a student is low on funds.)

How often?

Send now?

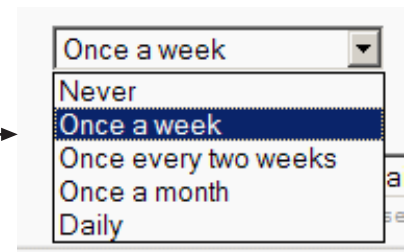
Email Address(es)   
(separate multiple email addresses with commas)

Parents can choose to receive a

- Summary of current grades and attendance
- Detailed reports showing all assignment scores for each class
- Detailed report of attendance
- School Announcements (if your school uses the bulletin feature)
- Lunch Balance Alert

11. Select the reports you would like to receive.

12. Using the drop-down menu, select how often you would like to receive the reports.



And/or choose to have it Sent Now.

Send now?



13. Key in the email address(es) where the reports are to be sent.

Email Address(es)

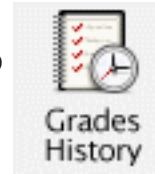
(separate multiple email addresses with commas)

Send multiple emails by separating with a comma

14. Click Submit.

# Viewing Historic Grades and Standards

15. Click the Grades History button to view all K-5 Standards assigned and also your child's current grades stored historically for the previous semester or quarter.



## Grades History

### Kindergarten Standards

- Number, Letter and Shape Recc
- Kindergarten Skills
- Special Classes
- Teacher Comments

### First Grade Standards

- Behavior and Work Habits
- Textbook Level
- Primary Academic Skills
- Teacher Comments

### Work Skills Grades 2-5

- Penmanship
- Work is Neat
- Completes Assignments
- Follows Directions
- Uses Time Wisely
- Works Well With Others
- Attentive in Class
- Participates in Class
- Respects the Rights of Others
- Teacher Comments

### Standards Grade History

Standards Grading (K-5):

LIFE SKILLS S = Satisfactory N = Needs Improvement U = Unsatisfactory  
ACADEMIC SKILLS X = Mastered / = has not been Mastered

How the Standards are evaluated

Code and Description of Standard

Evaluation

Choose the Standard Level

2005-2006	Q1	Q2	Q3	Q4
PR.AS - Primary Academic Skills				
PR.AS.R1 - Reading 1st Nine Weeks				
PR.AS.R1.1 - Knows the Alphabet Letters by Name	X			
PR.AS.R1.2 - Matches Upper and Lower Case Letters	X			
PR.AS.R1.3 - Can Identify Consonant Letters	X			
PR.AS.R1.4 - Can Identify Vowel Letters	X			
PR.AS.R1.5 - Can Identify Initial Consonant Sounds	/			
PR.AS.R1.6 - Listens to Books Read Aloud	X			
PR.AS.R1.7 - Can Read Simple Sentences	/			
PR.AS.R2 - Reading 2nd Nine Weeks				
PR.AS.R2.1 - Can Identify Short Vowel Sounds		/		
PR.AS.R2.2 - Can Identify Final Consonant Sounds		X		
PR.AS.R2.3 - Can Identify Rhyming Words		/		
PR.AS.R2.4 - Demonstrates Listening Comprehension		/		
PR.AS.R2.5 - Decodes Words Using Phonics as a Tool		/		
PR.AS.R2.6 - **OUT**Demonstrates Retelling of Stories				
PR.AS.R3 - Reading 3rd Nine Weeks				
PR.AS.R3.1 - Demonstrates Phonics Rules for Long and Short Vowel Sounds				/
PR.AS.R3.2 - Reads and Follows Written Directions				/
PR.AS.R3.3 - Recalls Characters, Settings, and Plots of Stories			X	
PR.AS.R3.4 - Knows Consonant Blends: Ex: BR, FL, ST			/	
PR.AS.R3.5 - Knows Consonant Digraphs: Ex: SH, TH, WH, CH			/	
PR.AS.R3.6 - Understanding Changes in Words by Adding Endings: Ex: s, ed, ing			/	
PR.AS.R3.7 - **OUT**Uses a Variety of Reading Strategies				

Elementary Students will acquire 4 quarter sets of grades as each term ends.

### Term Grades (Current Year ONLY)

Course	Grade	Percent	Credit Hrs
AM Attendance		0	0
English3	A	91	0.25
Math3	B	84	0.25
PM Attendance		0	0
Reading3	A	90	0.25
Science3	A	96	0.25
Social_Studies3	A	95	0.25
Spelling3	A	94	0.25
Work_Skills		0	0

Course	Grade	Percent	Credit Hrs
AM Attendance		0	0
English3	A	91	0.25
Math3	B	80	0.25
PM Attendance		0	0
Reading3	A	97	0.25
Science3	A	98	0.25
Social_Studies3	A	96	0.25
Spelling3	A	94	0.25
Work_Skills		0	0

Select the Blue percentage numbers for either Quarters or Semesters to see the related teacher assignments.

### Class Score Detail

Course	Teacher	Expression	Final Grade
Spelling3	Payton, Delores	3(A)	A (94%)

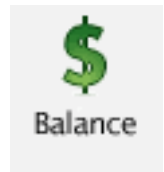
Due Date	Category	Assignment	Score	%	Grd
08/22/2007	Daily	Page 10	87/100	87	B
08/23/2007	Daily	Off Buckle vocab	75/100	75	C
08/23/2007	Daily	Page 11	85/100	85	B
08/24/2007	TST	Spelling test chap 1	87/100	87	B
08/29/2007	Daily	Pg 14	100/100	100	A
08/30/2007	TST	Chapter 2	--/100 ^		
09/01/2007	Daily	Pg 15 spelling	100/100	100	A

### Term Grades (Current Year ONLY)

Course	Grade	Percent	Credit Hrs
AmHistory A	A	90	0.5
Annual	A	98	0.5
AP Government A	A	96	0.5
AP Lang/Comp A	A	95	0.5
Band/Flags A	A	99	0.5
Spanish 2A	A	90	0.5
SSR	A	99	0.25
Trigonometry	A	94	0.5

Secondary Students will acquire 2 semester sets of grades as each terms ends.

## Viewing Meal Balance and Transactions



16. Click the Balance button on the navigation bar to view your child's current school meal balance and a list of the current year's transactions in PowerLunch.

**Meal Balance**

Current Balance: \$10.60

Date	Time	Net	Balance	Description
08/15/2007	12:18 PM	-0.40	12.50	Meal/Lunch
08/16/2007	12:10 PM	-0.40	12.10	Meal/Lunch
08/17/2007	12:09 PM	-0.40	11.70	Meal/Lunch
08/20/2007		0.00	11.70	Lunch Status (Student did not eat today)
08/21/2007	12:10 PM	-0.40	11.30	Meal/Lunch
08/22/2007	12:09 PM	-0.40	10.90	Meal/Lunch
08/23/2007	12:11 PM	-0.40	10.50	Meal/Lunch
08/24/2007	12:09 PM	-0.40	10.10	Meal/Lunch
08/27/2007	12:10 PM	-0.40	9.70	Meal/Lunch
08/28/2007	12:12 PM	-0.40	9.30	Meal/Lunch
08/29/2007	12:12 PM	-0.40	8.90	Meal/Lunch
08/30/2007	12:15 PM	-0.40	8.50	Meal/Lunch
08/31/2007		0.00	8.50	Lunch Status (Student did not eat today)
09/04/2007		0.00	8.50	Lunch Status (Student did not eat today)
09/05/2007	12:17 PM	-0.40	8.10	Meal/Lunch
09/06/2007	12:11 PM	-0.40	7.70	Meal/Lunch
09/07/2007	12:11 PM	-0.40	7.30	Meal/Lunch

Labels and Callouts:

- Cost of item or amount of deposit: Points to the Net column.
- Current Balance: Points to the Current Balance: \$10.60 header.
- Type of Meal: Points to the Description column.
- Date and Time of entry: Points to the Date and Time columns.
- Running Balance: Points to the Balance column.
- Report of inactivity: Points to the Lunch Status (Student did not eat today) rows.

## Features not currently used.



## Logging Out

17. When you are finished viewing your child's grade progress, click the log out button.



Thank you for using the Parent portion of PowerSchool!