

NAVIGATING IN FAMILY ACCESS

Family Access is a Web module that allows family members to access student information over the Internet using a secure login initially assigned by the school district. Parents/guardians can become more involved in their student's educational efforts by opening additional lines of communication with their school.

All of the headings and links that are available to guardians and students will display down the left side of the screen. Simply click on the underlined information area that you want to display. Use the information tabs and underlined hyperlinks to access additional information. Depending on individual district or school configuration, student information is just a click away!

Below are some generalized navigation instructions. As you browse through Family Access you will find that navigation will open various screens of student information and contact links.

The screenshot shows the Family Access interface for a student named Wendolyn I. Akiyamascr at WSIPC High School. The interface includes a top navigation bar with a Student dropdown (1), Account Info (2), Print, and Logout buttons. Below this is a secondary navigation bar with tabs for Gradebook (5), Progress Report, Missing Assignments, Teacher's Log, GPA, Comments, and Contact Us. A left sidebar (3) contains a General Information menu with links like Calendar, Student Information, Gradebook, Message Center, Notes, Attendance, Schedule, Graduation Requirements, Educational Milestones, Test Scores, Food Service, Fee Management, Activities, Report Directory, E-mail Notifications, Health Information, and Login History. The main content area shows a table of classes for S1 6 Week (08/25/08-10/09/08). The table has columns for Period, Class, Description, Term, Teacher, T1, T2, T3, and S1. A red circle highlights the 'C+' grade in the T2 column for the first row (1, MAT020/01, CONNECTED MATH, S1, Tiara Pillersscr). A red arrow (4) points from this grade to the teacher's name, Pandora Gazzoscr. Other callouts include 1 (Student dropdown), 2 (Account Info), 3 (General Information sidebar), 5 (Gradebook tab), and 6 (C+ grade).

Period	Class	Description	Term	Teacher	T1	T2	T3	S1
1	MAT020/01	CONNECTED MATH	S1	Tiara Pillersscr	B-	C+		C-
2	SET100/01	9TH TRANSITION	S1	Serena Gerigscr	A	A		A
3	PED100/04	9TH FITNESS/HEALTH	S1	Ladonna Bowldsscr	B-	B+		C+
4	SCT110/05	CAREER CHOICES	S1	Belen Pignatelliscr	B+	B+		B-
5	ENG100/12	9TH ENGLISH	S1	Claudette Trabuccoscr	C	D		D
6	ISC100/07	9TH INTEG. SCIEN	S1	Pandora Gazzoscr	C-	C-		D

1. Near the top of the page is a **Student** selection drop-down list that contains the students associated with the family. Family Access will display information for the students that are visible in this list.
2. The **Account Info** area provides the user to configure their Family Access account. If enabled, user's can change their login/password information, and update their email information.
3. The information applications listed under the **General Information** will vary depending on district and school configuration. To access information, click on the desired application for additional information. In this example, we have provided student **Gradebook** information.
4. In **Gradebook**, to view the actual class assignments that relate to the Term or Semester grade, parents/guardians can click on the actual class **grade**. On the following screen, all class assignments associated with that grade will be listed.
5. In the Gradebook example, you will see different tabs that contain different information associated with the student's grade. As you select each of the different tabs, additional information will display.
6. Click on the teacher's name hyperlink to send an email message directly to your student's teacher.