

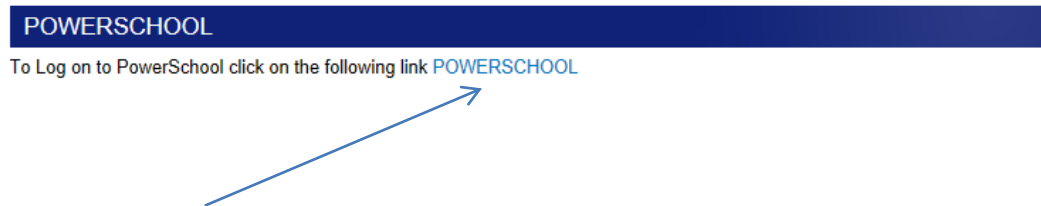
# PowerSchool

## Welcome to Ardrossan Junior Senior High School PowerSchool Portal

**PowerSchool Portal** provides parents and students access to information, such as, attendance, assignment descriptions, due dates, and student progress. This information allows parents and staff to help students in reaching their learning goals.

**Sign in** is easy through the Ardrossan Jr. Sr. High School **website** home page:

1. In your browser go to **http://www.ardrossan.ca**
2. Click on the PowerSchool link.



3. The PowerSchool Portal Logon window will appear.

A screenshot of the PowerSchool Parent Sign In form. The form is titled "PowerSchool" in large blue font at the top. Below the title is the heading "Parent Sign In". There are two input fields: "Username" and "Password". Below the password field is a link that says "Having trouble signing in?". At the bottom right of the form is a blue button labeled "Sign In".

The **Username and Password** provided allow secure access to the PowerSchool portal and information about students' progress. Please note parents/guardians have the ability to create a single login for all students in the family, attending different schools. If you forget your username and password, please contact the school directly.

### Portal logon:

1. Enter username and password provided by the school.
2. Click Enter to link to Main Menu where you can access **Grades and Attendance, Password Update, Access Log.**

## Viewing Grades and Attendance:

1. On the main menu, click **Grades and Attendance**. The Grades and Attendance page appears.
2. **Please Note: The e-mail application is not available.**






## SCORES PAGE

3. **To access Scores** page click hyperlinked (- -) in the applicable grade column. Specific and helpful information about student progress is on the **Scores** page. There you will find **Due Date, Category, Assignment, Codes, Scores, and information about outcomes and assessment methods**. Additionally, comments and symbols appearing on the **Scores** page present a profile of student work habits, indicating late or missing assignments.

A "Final Grade" will not appear until the end of the course. Teachers use best evidence of student learning to determine final grades. Students who demonstrate improved performance later in the course will see best evidence of learning reflected in their grade.

Refer to the marks, comments or scores on individual assessments or assignments. Encourage students to complete missing work and to target weaker areas for improvement.

The **Codes** provided on the **Scores** page are as follows:

-  **Collected** – shows assignment has been collected by the teacher.
-  **Assignment is not included in final grade** – the teacher may be using this assignment as a formative (practice) assessment or the teacher may, for a number of reasons, have chosen not to include this mark in the student's grade.
-  **Exempt** – the score for this assessment will not be included in the grade.
-  **Late** – the student completed the work late.
-  **Missing**- the assignment has not yet been submitted to the teacher

Other codes used by the teacher may appear. The explanations for these codes are provided in the description at the top of the Scores page. If not, please contact the teacher.

4. Links to teacher comments and assignment descriptions, may also be available on this page. Click on any **blue hyperlink** showing in the **Description, Category, Assignment, or Score** columns. A pop-up window with information appears. Click on a hyperlinked score, such as **8/10**, to read teacher comments.