

Palmyra Area School District Powerschool Student Information System Parent/Guardian Internet Access

The Palmyra Area School District manages student academic information with a student information system called Powerschool.

Your child's teachers use a companion grading software package called Powergrade which acts as their personal gradebook allowing them to record grades and attendance which in turn updates the main school database.

Gaining Access to the Powerschool web site

Step 1

Since the Powerschool web site is secure you will need to obtain and install a browser security certificate on your computer. The following web site contains detailed instructions how to do this: <http://www.iu13.org/tech/certs>. This must be done before accessing Powerschool for the first time.

Step 2 Open you web browser and point it to the following URL <https://powerschool.pasd.us>

If you are successful you will see the following web page:



Step 3 Enter your assigned Username and Password in the spaces as indicated and click Enter. Upper and lower case is not important.

When you have successfully logged in to Powerschool you will see the following web page as it relates to your student.

Palmyra Area Middle School - Palmyra Area School District

Logout

PowerSchool

Grades and Attendance | Grades History | Attendance History | Email Notification | Teacher Comments | School Bulletin | Class Registration | Balance | My Calendars

Grades and Attendance

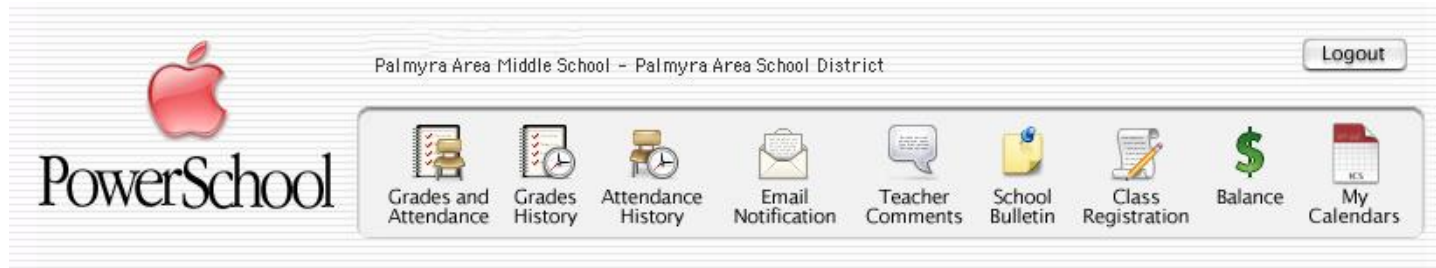
Exp	Last Week					This Week					Course	Q1	Q2	Q3	Q4	F1	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F								
1(1-6)											Homeroom Woland, Judy	0	0	0			1	0
2(1,4)											Computer Witcoskie, James			A- 90	A+ 100		0	0
3(1,3,5)											Art Lawrence, Karen			A+ 112	A+ 100		0	0
4(1-6)											Science Woland, Judy	A 95	B+ 89	A- 92	A- 91		0	0
5(1-6)											Mathematics Keller, Pamela	B+ 87	B 86	B 85	A- 92		0	0
6(1-6)											Language Arts Lehr, Michelle	A- 92	A 99	A 98	B+ 87		0	0
7(1-6)											Lunch Lunch, MS	0	0	0			0	0
8(1-6)											Social Studies Berman, Ronald	A 95	A- 92	A- 91	A 98		0	0
9(1)											Remed/Enrich Woland, Judy	0	0	0	0		0	0
2(2,5)											Music Heckman, Beverly			A 98.55	A+ 100		0	0
3(2,4,6)											French Dickinson, Michelle			A+ 100	A 98		0	0
9(2,5)											Chorus Simmons, Kimberly	0 100	0 90	0 100	0		0	0
2(3,6)											Physical Ed Phys Ed, MS	A 95	A- 93	A- 90	0		0	0
9(3)											Remed/Enrich Woland, Judy	0	0	0			0	0
9(4)											Remed/Enrich Woland, Judy	0	0	0			0	0
9(6)											Remed/Enrich Woland, Judy	0	0	0	0		0	0
PM(1-6)											Flex Staff	0	0	0			1	0
Attendance Totals																2	0	

Current weighted GPA (Q4): 3.7934

Show dropped classes also

Example 1

The menu bar at the top of the page allows you to select various data related to your child's academics and attendance.



The Grades and Attendance page is the starting point.

Please take a moment and look at the different information presented in example 1 above. Included in the data available are demographics, attendance, current grades and historical grades.

The screen is divided into two sections. The leftmost displays the last two weeks of attendance detail. The center section displays your child's grades for the current and previous academic quarters of the school year as well as final grades for completed courses. The rightmost section displays your child's attendance summary for the current academic quarter. Since attendance is recorded at the beginning and ending of the school day the attendance totals at the bottom of the screen can be misleading. The example shows a student who has been absent one full day this quarter but since a morning and afternoon attendance period have been recorded the attendance total shows two absences.

One of the most powerful features of the Powerschool web environment is the ability to interact with the data and find out more information. Any text on the web page that is blue in color indicates that there is more data associated with that text and clicking the blue text will allow you to dig deeper.

By clicking on blue text links you can:

- ... click on a teacher's name and email that teacher a question.
- ... click on a count of absences or tardies and see the actual dates and reasons
- ... click on a grade and see the assignments which are included in its calculation.

Feel free to browse through all available data. You cannot damage or change anything by visiting the blue links.

Grades History and Attendance History.

You may be interested in seeing more data than is shown on the Grades and Attendance page. The next option in the menu bar is Grades History. This page is shown in example 2 below.



[Grades and Attendance](#)
[Grades History](#)
[Attendance History](#)
[Email Notification](#)
[Teacher Comments](#)
[School Bulletin](#)
[Class Registration](#)
[Balance](#)
[My Calendars](#)

Grade History

F1				
Course	Grade	%	Cit	Hrs
Family & Consumer Science	A	98.14	H	0.17
Guidance	A	95	H	0.13
Reference	A	96.99	H	0.13
Small Group		0	H	0
Tech Ed	A-	91	H	0.17
Q1				
Course	Grade	%	Cit	Hrs
Chorus	0	100	H	0
Family & Consumer Science	A+	100	H	0
Flex		0		0
Guidance	A	95	H	0
Homeroom		0		0
Language Arts	A-	92	H	0
Lunch		0		0
Mathematics	B+	87	H	0
Physical Ed	A	95	H	0
Remed/Enrich		0		0
Remed/Enrich		0		0
Remed/Enrich		0		0
Remed/Enrich		0		0
Science	A	95	H	0
Small Group		0	H	0
Social Studies	A	95	H	0
Tech Ed	B	85.816	H	0

Example 2

Here is where you can view an academic grade history for your child this school year. Grades are listed in the order they were recorded. Exam grades are listed first for courses where they have been given. Final grades are listed next for courses that have ended. Following final grades are the grades from each completed academic quarter this school year. Remember that you can always click on blue text to further explore a data item. Example 3 on the next page shows what you would see if you clicked a blue percentage on the "Grade History" page.



Grades and Attendance | Grades History | Attendance History | Email Notification | Teacher Comments | School Bulletin | Class Registration | Balance | My Calendars

Class Score Detail

Course	Teacher	Expression	Final Grade
Social Studies	Berman, Ronald	8(1-6)	A 98%

Due Date	Category	Assignment	Score	%	Grd
04/13/2005	HW	#10 Packet	25/25	100	A+
04/21/2005	TEST	Chapter #10 Test	50/50	100	A+
04/28/2005	Projects	Famous Person Study Guide	95/100	95	A
05/02/2005	HW	Chapter #11 Terms	25/25	100	A+

Grades last updated on 5/3/2005

Example 3

Notice that when you click on a class score in the “Grades and Attendance” page there is a notation at the bottom of the screen that “Grades were last updated on...”. This is the last time the teacher updated this grade in their gradebook. This is seen at the bottom of Example 3 above.

The “Attendance History” page

To see additional attendance detail for the current academic quarter click Attendance History from the menu bar.

Example 4 on the next page shows a table with each course listed down and each day of school listed across.

The Column “Expression” indicates the day and period the class meets. An example would be 1(1-6). This course would meet period 1, days 1-6.

At the bottom of the attendance history page is a legend describing the various attendance codes used. Common codes are “E” for excused absence, “U” for unexcused absence, etc.

Dots or dashes in the blocks indicate periods the class was not in session at that time.

Meeting Attendance History

Course	Expression	4/4-4/8			4/11-4/15			4/18-4/22			4/25-4/29			5/2-5/6		
		M	T	W	M	T	W	M	T	W	M	T	W	M	T	W
Homeroom Woland, Judy 214 E: 8/30/04 L: 6/8/05	1(1-6)	-									E					
Computer Witcoskie, James 44 E: 1/21/05 L: 6/8/05	2(1,4)	-
Art Lawrence, Karen 48 E: 1/21/05 L: 6/8/05	3(1,3,5)	-
Science Woland, Judy 214 E: 8/30/04 L: 6/8/05	4(1-6)	-														
Mathematics Keller, Pamela 215 E: 8/30/04 L: 6/8/05	5(1-6)	-														
Language Arts Lehr, Michelle 211 E: 8/30/04 L: 6/8/05	6(1-6)	-														
Lunch Lunch, MS CAF E: 8/30/04 L: 6/8/05	7(1-6)	-														
Social Studies Berman, Ronald 213 E: 8/30/04 L: 6/8/05	8(1-6)	-														
Remed/Enrich Woland, Judy 214 E: 8/30/04 L: 6/8/05	9(1)	-
Music Heckman, Beverly 51 E: 1/21/05 L: 6/8/05	2(2,5)	-
French Dickinson, Michelle 104 E: 1/21/05 L: 6/8/05	3(2,4,6)	-
Chorus Simmons, Kimberly 51 E: 8/30/04 L: 6/8/05	9(2,5)	-
Physical Ed Phys Ed, MS GYM E: 8/30/04 L: 6/8/05	2(3,6)	-

Example 4

Email Notification

Clicking Email Notification from the menu bar allows you to tell Powerschool to send you email notifications of various information at intervals you specify. Please refer to Example 5 on the next page to see the options associated with email notifications. You can enter several email addresses if more than one person is to receive the update. Separate the addresses with a comma.



- Grades and Attendance
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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)

Example 5

Teacher Comments

The "Teacher Comments" menu option allows you to see comments about your child that teachers have included in their gradebook. These are the same comments that print on your child's report card. Notice that teacher's names are in clue text. You can click a teacher's name and send email to them if you wish.

Enjoy using the Powerschool Student Information System!

We hope we have given you a comprehensive guide to using Powerschool Parent/Guardian Access. If you have questions about using the system not covered by this document or are having trouble logging into the web page you may contact Palmyra Area School District Technical Support at the email address powerschool@pasd.us.