

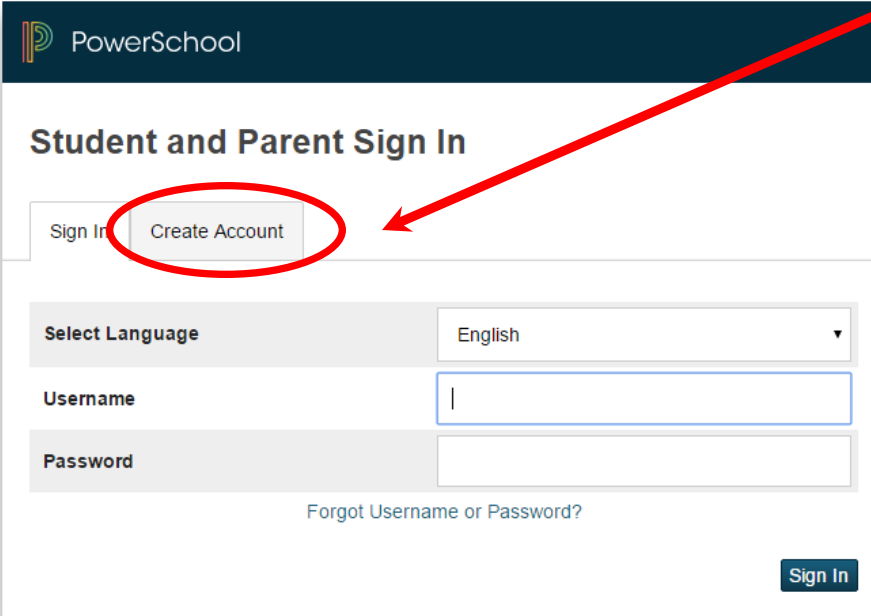
Diocese of Rockville Centre Education Department
PowerSchool Parent/Guardian Portal Access Information—New Accounts

We are pleased that our school can provide access to your student's current assignments, grades, and attendance via the Internet. We hope that access to this information will help us become closer partners in your student's education experience.

In a separate letter, you will be provided with a unique Access ID and Access Password to create an account to access your student's information. Please keep this information confidential. Please do not divulge the username or password to your child or anyone else for security purposes.

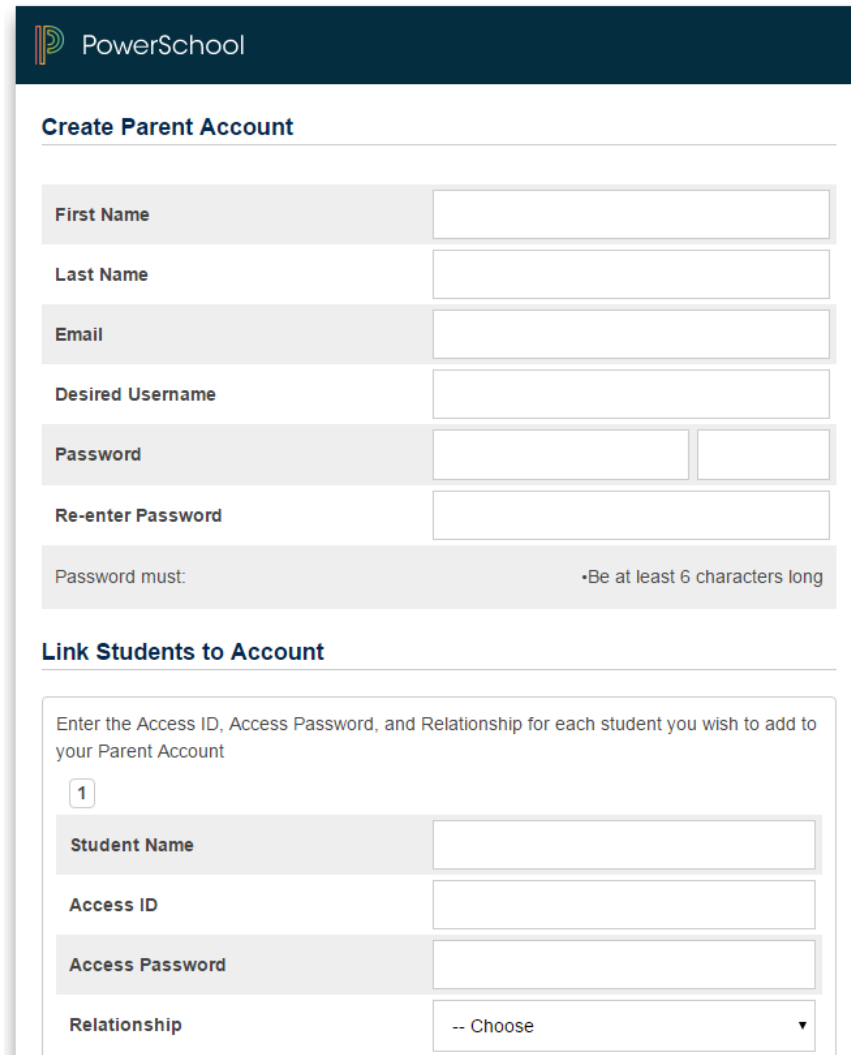
The web address for the Parent/Guardian portal is: <https://drvcpowerschool.org>

1. **Log-in screen:** you will need the parent portal Access ID and Access Password for your student(s).
2. Select the **Create Account** tab on the Parent Portal web page.



The screenshot shows the PowerSchool login interface. At the top left is the PowerSchool logo. Below it is the heading "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account". The "Create Account" button is circled in red, and a red arrow points to it from the right. Below the buttons is a "Select Language" dropdown menu set to "English". There are input fields for "Username" and "Password". Below the password field is a link that says "Forgot Username or Password?". At the bottom right is a "Sign In" button.

3. Enter all information required to create your parent/guardian access account (First Name, Last Name, Email, Desired Username—**not the same as your email address**—Password, and Reenter Password), then enter the information you received in a separate letter for each student (Student Name, Access ID, Access Password, and your Relationship to the student). If you have more than one student, you may enter all students in this area.

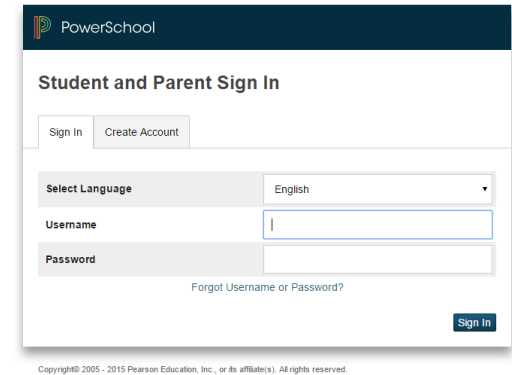


The screenshot shows the PowerSchool 'Create Parent Account' form. At the top left is the PowerSchool logo. The form is titled 'Create Parent Account' and contains several input fields: 'First Name', 'Last Name', 'Email', 'Desired Username', 'Password' (with a separate field for 'Re-enter Password'), and a note that passwords must be at least 6 characters long. Below this is a section titled 'Link Students to Account' with instructions to enter student information. A table with one row is shown, containing fields for 'Student Name', 'Access ID', 'Access Password', and 'Relationship' (a dropdown menu).

Create Parent Account	
First Name	<input type="text"/>
Last Name	<input type="text"/>
Email	<input type="text"/>
Desired Username	<input type="text"/>
Password	<input type="password"/>
Re-enter Password	<input type="password"/>
Password must: •Be at least 6 characters long	
Link Students to Account	
Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account	
1	
Student Name	<input type="text"/>
Access ID	<input type="text"/>
Access Password	<input type="password"/>
Relationship	-- Choose ▼

4. Then scroll down and select “Enter” at the bottom right corner of the page.

5. Return to the Parent/Guardian Sign-in screen at <https://drvcpowerschool.org> and use the Username and Password you created for your parent portal access account.
6. Once you log-in to your account, you will see the screen below, which gives you access to the student's information
 - a. Classes and Attendance
 - b. To view information about assignments, select the dash (—) (or grade if the trimester has ended) next to the class.



If you have more than one student that is in a grade with parent access provided, you may switch between student information screens with one log-in.

Navigation

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- School Bulletin
- Class Registration
- My Schedule
- School Information
- Account Preferences

Grades and Attendance: Cahall, Lisa

Grades and Attendance
Standards Grades

Attendance By Class																
Exp	Last Week					This Week					Course	T1	T2	T3	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F						
HR1(M-F)						ES					Homeroom Grade K Cahall, Lisa - Rm: K1	--	--	--	1	0
1(M)											Mathematics Grade K Cahall, Lisa - Rm: K1	--	--	--	0	0
5(M,Th)											English Language Arts Grade K Cahall, Lisa - Rm: K1	--	--	--	0	0
1(T)											Science Grade K Cahall, Lisa - Rm: K1	--	--	--	0	0
1(W)											Religion Grade K Cahall, Lisa - Rm: K1	--	--	--	0	0
1(Th)											Social Studies Grade K Cahall, Lisa - Rm: K1	--	--	--	0	0
Attendance Totals															1	0

7. Here is a **sample** of the information in the **Assignment Area**.

Grades and Attendance	Standards Grades
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Class Score Detail:

Course	Teacher	Expression	Final Grade
Social Studies Grade K	Cahall, Lisa		-

Teacher Comments: _

Section Description:

Due Date	Category	Assignment	Grade / Codes
11/30/2015	FG	Final Grade T1	

Grades last updated on 0/0/0

✔-Collected, ▲-Late, ■-Missing, ◆-Score is exempt from final grade

8. If an assignment appears in blue text, which is a link, you may select it for more information.

Teacher	Cahall, Lisa
Course	Social Studies Grade K
Category name	Final Grade (FG)
Description	Final Grade for the Trimester.

10. To view information about Standards Grades (at the end of a trimester), click on the **Standards Grades** tab.

Grades and Attendance: Cahall, Lisa

Grades and Attendance | **Standards Grades**

Exp	Last Week					This Week					Course	T1	T2	T3	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F						
HR1(M-F)						ES					Homeroom Grade K Cahall, Lisa - Rm: K1	--	--	--	1	0
1(M)											Mathematics Grade K Cahall, Lisa - Rm: K1	--	--	--	0	0
5(M,Th)											English Language Arts Grade K Cahall, Lisa - Rm: K1	--	--	--	0	0
1(T)											Science Grade K Cahall, Lisa - Rm: K1	--	--	--	0	0
1(W)											Religion Grade K Cahall, Lisa - Rm: K1	--	--	--	0	0
1(Th)											Social Studies Grade K Cahall, Lisa - Rm: K1	--	--	--	0	0
Attendance Totals														1	0	

11. Click on the text in blue (link) for more information.

PowerSchool

Donald | Dori | Lisa | Milton

Standards Grades: Gibson, Donald

Grades and Attendance | **Standards Grades**

Show Completed Classes

English Language Arts Grade K (Cahall, Lisa) F1

[Reading Foundational Skills /](#)

Click on the standard name to see the description and gradescale.
 ● = Comment. Click on the score to see the comment text.

We hope the information provided will be helpful when discussing student assignments and progress with your child.