

K-6 Parents

Navigating the PowerSchool Public Portal

Step 1: Log into the Public Portal on a computer, or through the web browser on a mobile phone, NOT through the PowerSchool app.

<https://ps.rockyview.ab.ca/public>

(If you do not have an account, click on the “Create Account” tab and follow the prompts to create account and add students). (Your school has sent letters home with specific information codes to add your students.)

The screenshot shows the PowerSchool login interface. At the top, there is a dark blue header with the PowerSchool logo and the text "Student and Parent Sign In". Below the header, there are two buttons: "Sign In" and "Create Account". Underneath, there are two input fields: "Username" and "Password". A link "Forgot Username or Password?" is located below the password field. A "Sign In" button is positioned at the bottom right of the form area.

Step 2: Click on the name of the student in the blue horizontal bar.

Step 3: Click on the Grades and Attendance Tab in the left navigation menu.

Step 4: Click on the [i] icon to see more information about a specific subject.

The screenshot displays the "Grades and Attendance" page for "Student 1". The left navigation menu has "Grades and Attendance" highlighted. The main content area shows a table titled "Attendance By Class". A red box highlights the "Grades and Attendance" tab in the navigation menu. Another red box highlights the "[i]" icon next to the "English Language Arts 1" course. A red arrow points from the text "Click on any [i] for more information about that subject area" to the highlighted "[i]" icon.

Exp	Last Week					This Week					Attendance By Class						
	M	T	W	H	F	M	T	W	H	F	T1	T2	T3	Absences		Tardies	
											18-17	16-17	16-17	16-17			
AM-PM(1-5)											[i]	[i]	[i]	66	66	13	13
P1(1)											[i]	[i]	[i]	0	0	0	0
P2(1)											[i]	[i]	[i]	0	0	0	0
P3(1)											[i]	[i]	[i]	0	0	0	0
P4(1)											[i]	[i]	[i]	0	0	0	0
P5(1)											[i]	[i]	[i]	0	0	0	0
P6(1)											[i]	[i]	[i]	0	0	0	0
P7(1)											[i]	[i]	[i]	0	0	0	0
											[i]	[i]	[i]	0	0	0	0

A list of the student's assessments will appear under "PowerTeacher Pro Assignments".

Step 5: Check the legend at the bottom to discover the attributes/flags (collected, late, missing, exempt, absent, incomplete) that have been associated with each assessment.

The screenshot shows the PowerSchool interface for a student's assignments. The table lists assignments with columns for Due Date, Category, Assignment, Flags, Score, and Grade. Annotations include:

- Red arrows pointing to the "Standards" icon in the Flags column with the text: "Click on the 'Standards' icon to view your child's progress".
- Red arrows pointing to the speech bubble icon in the Flags column with the text: "Speech bubble icon indicates that you should click on 'View' to read the comment".
- A red box around the "View" button in the Grade column.
- A red box around the Legend at the bottom with the text: "The teacher may indicate information through various flags. Check the legend.".

Due Date	Category	Assignment	Flags	Score	Grade	View
02/07/2017	2 Show What You Know	I can use my knowledge of language when I write	[Standards] [Late] [Collected]	-3		View
01/08/2017	1 Daily Evidence	I can listen to the experiences of others	[Late] [Collected]	--		View
01/08/2017	2 Show What You Know	I can make connections to things I read and see	[Standards] [Late] [Collected]	-3		View
01/08/2017	1 Daily Evidence	I can share my experiences with others	[Late] [Collected]	--		View
01/08/2017	1 Daily Evidence	I can tell the main idea of a book/story	[Late] [Collected]	--		View
01/08/2017	2 Show What You Know	I can use many ways to correct myself when I read	[Standards] [Late] [Collected]	-3		View
01/08/2017	2 Show What You Know	I can use my knowledge of reading strategies	[Standards] [Late] [Collected]	-3		View
01/08/2017	1 Daily Evidence	I can use tools in the room to help me write	[Late] [Collected]	--		View
01/08/2017	2 Show What You Know	I can write about my own experiences	[Standards] [Late] [Collected]	-3		View

Legend:
 Scores: [Standards] [Late] [Missing] [Exempt from Final Grade] [Absent] [Incomplete] [Excluded]

Step 6: Click on the Standards icon to see which report card outcomes are associated with the assessment.

The screenshot shows the PowerSchool interface with the Standards icon in the Flags column highlighted. A red box highlights the associated outcomes:

- ELA.1.4 - Organizes, presents and revises thoughts and opinions to communicate ideas (PRG)
- ELA.1.3 - Manages ideas and information (PRG)
- Activity Outcome (PRG)
- ELA.1.2 - Comprehends and responds to various types of tests/media (PRG)

Step 7: If there is a speech bubble icon, click on the "View" button to see the Assignment description and/or an individual comment from the teacher.

The screenshot shows the Student Score Detail pop-up for the assignment "I can make connections to things I read and see".

Assignment: I can make connections to things I read and see
Category: 2 Show What You Know
Score Comment: is able to share the connections she makes to the stories that she reads.