

# Parent Portal Navigation

(revised June 2014)

Once the account is activated, you can go into the portal and log in. You will also receive this message:

**The user account you created gives you access to three key areas for your student**

## The Granite Portal:

The portal shows you information about all of your students such as current schedules, Grades, Attendance, Graduation Requirements, Test scores, fees, lunch balance and more. It also gives you some basic information about the schools your students attend. It also is gateway to other applications such as Pay Pams, Grade book, and your students schools Web Stores. The portal is designed to be a single location for you to get to all the information you may need. You will be prompted for your username and password the first time you access Pay Pams or the Web Store through the portal. The password for those applications is then stored in a lockbox for ease of application access in the future.

## Grade book:

You can use the username and password you created to go directly to the student grade book portal at <https://gb.graniteschools.org/portal/>. Keep in mind you can get to the grade book portal from the Granite Portal also.

## Canvas Learning Management System:

You can also use the username and password you created to go directly to Canvas at <https://graniteschools.instructure.com>. Keep in mind you can get to Canvas from the Granite Portal also.

## **Steps for Helping Parents Navigate Through Their Portal Account**

1. Go to the Portal: <https://portal.graniteschools.org>

Log in to Granite School District

**Granite**  
SCHOOL DISTRICT

Username:

Password:

Log In

Gradebook \ Parent Portal Registraion:  
Click here to access the Parent Portal registration

Reset Password:  
Click here if you have forgotten your password

System Check:  
Click here to run a system check

2. Type in your username and password, click **Log in**. You may be prompted to set challenge questions if you ever need to recover your password.
3. Off the dashboard, you will see parent info at the top and students listed on the left side along with their Student ID # and School.

Student Name | School

MRISSA	BROCKBANK JUNIOR HIGH
HUDSON	PLEASANT GREEN ELEMENTARY

Grante School Application

Gradebook 2.0 | Canvas Secondary | PayPams/Lunch | Canyon Creek Scheduling

If one of your student's names is not showing, click Profile and Add student and type in Student ID and Date of birth of the missing student.

Student Information Pane

a. **Student ID#:** If you click on the **Student Info** link you will see information regarding (click on each link and see info appear in the box below):

- i. Attendance Information
- ii. Graduation Credits

Graduation Credits:	MRISSA
Total Credits:	0.00

iii. Course History

Course History MRISSA

Year	Course ID	Course Title	Semester	Grading Period	School	Grade
2012	010101	ART FOUNDATIONS 1	1	1	BROCKBANK JUNIOR HIGH	A-
2012	010101	ART FOUNDATIONS 1	1	2	BROCKBANK JUNIOR HIGH	C+
2012	015100	GENERAL MUSIC	1	1	BROCKBANK JUNIOR HIGH	D-
2012	015100	GENERAL MUSIC	1	2	BROCKBANK JUNIOR HIGH	C
2012	021100	KEYBOARDING 1	2	1	BROCKBANK JUNIOR HIGH	A

#### iv. Current Grades

[Go to Gradebook](#)

[Print](#)

Period	Pattern	Teacher Last	Teacher First	Course	Grade	PCT	School
1	A	CHRISTENSEN	ADAM	UTAH STUDIES	B-	80.56	BROCKBANK JUNIOR HIGH
1	A	CHRISTENSEN	ADAM	UTAH STUDIES	A-	90.17	BROCKBANK JUNIOR HIGH
1	A	CHRISTENSEN	ADAM	20TH/21ST CENTURY	C-	72.24	BROCKBANK JUNIOR HIGH
1	A	CHRISTENSEN	ADAM	20TH/21ST CENTURY	C	76.80	BROCKBANK JUNIOR HIGH
2	A	CRAPO	BROOK	ENGLISH 7 CORE	C	69.01	BROCKBANK JUNIOR HIGH

#### v. Student Contacts

Student Contacts: MRISSA

Last Name	First Name	Relationship	Phone Type	Phone Number
		AUNT	HOME	(801)580
		EMERGENCY	CELL	(801)230
		EMERGENCY	HOME	(801)250
		FATHER	CELL	(801)664
		MOTHER	HOME	(801)508
		MOTHER	WORK	(385)646

#### vi. Granite School Applications: Gradebook; Canvas; PayPams; Webstore (click on one to get to the site)

Granite School Application



[Gradebook](#)



[Canvas](#)



[PayPams](#)



[Webstore](#)

vii. Student Fees: Lunch Balance; Webstore Balance

Student Fees
Lunch Balance: \$0.0 (As of 08/13/2012)
Webstore Balance: \$20.55 (As of 08/13/2012)

viii. Testing Information: CRT; DIBELS Next

Testing Information
<a href="#">CRT</a>
<a href="#">DIBELS Next</a>

- b. **School:** If you click on the **School Info** link you will see information about the school regarding (click on each link and see info appear in the box below as a pie chart):
- i. Ethnicity
  - ii. Free/Reduced Lunch
  - iii. Limited English percentage
  - iv. Languages spoken in the school
  - v. Graduation

# Online Registration Packets

(June 2014)

Once you are registered and logged into the Parent Portal, you will be able to view, check electronically, or print items that need to be returned to the school per student.

1. Choose your student by clicking on their name to the left under Student Name

Click on Student Name here

The screenshot shows a table with two columns: 'Student Name' and 'School'. Two rows are visible, both with 'BROCKBANK JUNIOR HIGH' in the 'School' column. The first row's name is partially obscured. To the right of the table is a navigation area with logos for 'Gradebook 2.0', 'Canvas Secondary', 'PayPams/Lunch', and 'Canyon Creek Scheduling', along with a 'Parent Information' link.

2. The registration items are in the box to the right. Click on the documents you would like to view.

The screenshot shows the 'Registration Packet' section. A red box highlights the 'Webstore' link in the 'Applications' list. To the right, a callout box says 'New Items available in red.' The registration items include: 'Student Internet Use Agreement', 'Head Injury Policy', 'Secondary Information Packet', 'McKinney Vento Form', 'Fee Waiver Application', 'Free or Reduced Lunch Application', and 'Student Insurance'. Each item has a language selection dropdown menu set to 'English'.

3. Some documents must be addressed by every parent for every student. Other documents are optional and may be printed, signed and returned to the school:

This block provides a detailed view of the registration packet items. It includes the following items with their respective language selection dropdowns (all set to 'English'):

- [Student Internet Use Agreement](#)
- [Head Injury Policy](#)
- [Secondary Information Packet](#)
- [McKinney Vento Form](#)
- [Fee Waiver Application](#)
- [Free or Reduced Lunch Application](#)
- [Student Insurance](#)

- a. **By checking the box to the left of the documents**, you provide an electronic signature and acceptance of the documents. Choose from the drop down to the right of the screen to view the languages available:
    - i. **Student Internet Use Agreement**
    - ii. **Head Injury Policy**
    - iii. **Secondary Information Packet for Registration**
  - b. These documents below are optional and available to print out, sign, and returned to the school.
    - i. **McKinney Vento Form:**
    - ii. **Fee Waiver Application**
    - iii. **Free and Reduced Lunch Application**
    - iv. **Student Insurance**
4. **Webstore (pay online):** Pay school registration fees by accessing the Webstore. You may also purchase school items per student. (If you have several students, you will need to click on each student name and pay fees or purchase items separately.)