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:

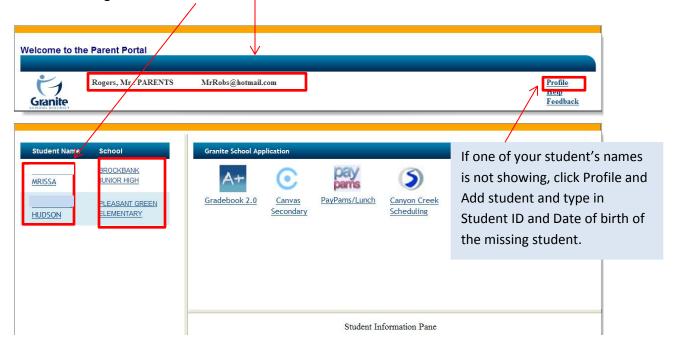
You can also use the username and password you created to go directly to Canvas at https://graniteschools.instructure.com. Keep in mind you can get to Canvas from the Granite Portal also.

Steps for Helping Parents Navigate Through Their Portal Account

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



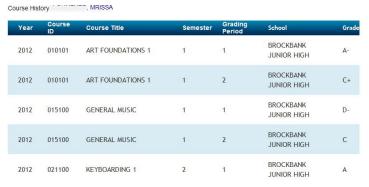
- 2. Type in your username and password, click **Log in**. You may be prompted to set challenge questions if you ever need to recover your password.
- 3. Off the dashboard, you will see parent info at the top and students listed on the left side along with their Student ID # and School.



- a. <u>Student ID#:</u> 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



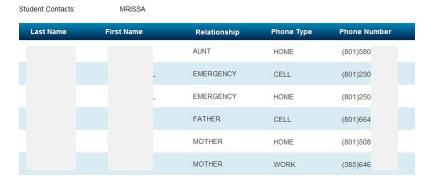
iii. Course History



iv. Current Grades



v. Student Contacts



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



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
CRT
DIBELS Next

- b. <u>School:</u> 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.

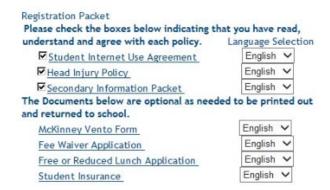
1. Choose your student by clicking on their name to the left under Student Name



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



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:



- 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.)