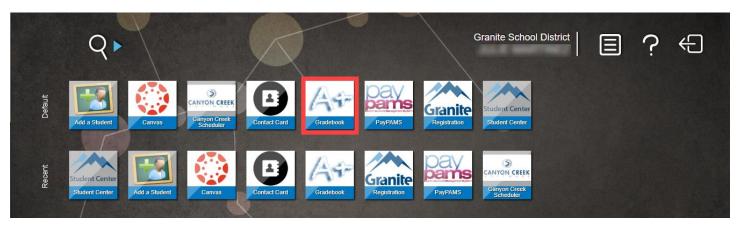
Looking Up Student Report Cards via Gradebook

1. Log in to the parent portal by going to https://portal.graniteschools.org. Type in your **Parent** username, password, and click on 'Log in'.

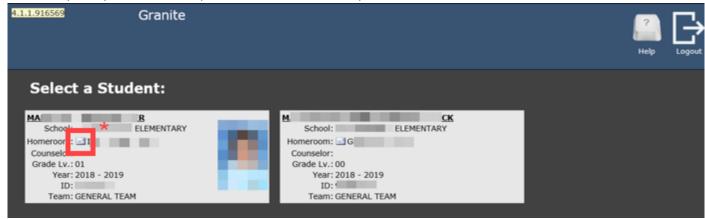


2. From the portal home screen click on the 'Gradebook' tile.



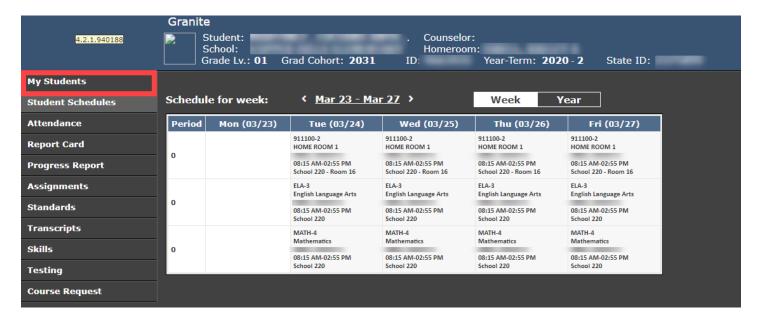
3. Once you click Gradebook Tile, below is a sample view of what a parent with 2 students will see. Click on one of the student names to see more details about their Gradebook.

*Any time you see an envelope next to a teacher's name, you can click it and email the student's teacher.



4. Once a student is selected, the student schedule is the default view that the parent/guardian and student will see. Please notice all of the choices running down the left-hand side of the image below.

NOTE: To return to the list of ALL your students, simply click 'My Students' tab (top left), after you have already selected a student.



5. To view your students report card click on the Report Card tab. The Report Card tab will display all final grades for each quarter. If you click on each quarter tab (outlined in orange) you can see the overall GPA and CPA for each quarter (grades 9-12).

