Granite School District
ESD Gradebook
Parent/Student Portal

Questions??
Contact: Help Desk
Information Systems
Ph# (385) 646- 4524
Accessing The Parent/Student Portal

• In order to get into the new Parent Portal Gradebook you will first have to register at https://portal.graniteschools.org and click on Gradebook Parent Portal registration and follow the steps it takes you through (there is a guide you can get from your school if needed). If you are having difficulties setting up your account please contact your child's school to verify that the information they have on file matches the information you are using to register for a portal account.

• Once you set up your user name and password, login to the portal and click on the icon for “Gradebook 2.0”.

![Parent Portal Gradebook icon](image-url)
If you are a parent and you have more than one child enrolled in the school district, the Portal displays a list of your children. Click on the underlined name of your child whose information you want to see and it will give you a menu list to the left of the screen to choose from.

To redisplay the list of your children, at any time, click the My Students option.
Student View

- If you are a student or a parent with only one child enrolled in the school district, the Portal displays the **Student Schedule** screen. The **My Student** option is not displayed. Click a **Menu Option** to display the information you wish to view.
For Parents, Guardians, and Students

- **Daily Schedule of Classes:**
  - Click the **Student Schedules** menu option.
  - The Portal displays a chart showing all the classes by period for this term.

To see the schedule for the entire year, click **Year**.

To see the schedule for a different day, click the underlined day.
• **Attendance Information by Month:**
  – Click the **Attendance** menu option.
  – The Portal displays a calendar that shows absences and tardies.

  Months that include one or more absences are highlighted in yellow.

  To see a list of tardies, click **list**.

  Hover over Absent and Periods that student was absent in will show up.
• **Report Card Information:**
  – Click the **Report Card** menu option
  – The Portal displays the grades for each grading period for each class for the current term.

Click on the envelope next to teachers name to send email to teacher.

To see the grades for the entire year, click **Year**.
• **Assignments For Each Class:**
  – Click the **Assignments** menu option;
  – The Portal displays a list of classes, along with basic grade and attendance information.

To see a list of missing assignments, click the check **YES** by **Show Missing Assignments Only**.

Click arrow next to **Course Assignments** you want to view.

Click on the envelope to send email to teacher.

Click here to view **Missing Assignments** which shows up in red at bottom of the screen.

To see a comprehensive list of all assignments for each class, click **Show Details**.
Transcript Information For each School year Enrolled:

- Click the **Transcripts** menu option.
- The Portal displays a list of classes, including credits and grades received.

To see the details for every year recorded in the transcript, click **Show Details**.

To collapse and hide, click **Hide Details**.
• **Skills Information:**
  
  – **Click Skills** menu option.
  
  – The Portal displays a list of assessed skills and coordinating scores for elementary only. It will show how your student is doing in each skill and you will be able to view notes from the teacher.

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Details
Student Info:  LEP:  Special Ed: SPECIAL EDUCATION

Notes
GP1 Notes  GP2 Notes  GP3 Notes

Fifth Grade Final

This Report Card serves as an addition to SEP Conferences. It is a teacher summary and judgment of many of your child’s school activities. We invite and encourage you to contact the teacher(s) to get greater insight and a better understanding of your child’s progress and performance.

**Personal Development**

Overall Grades

<table>
<thead>
<tr>
<th>Skill Level</th>
<th>1st</th>
<th>2nd</th>
<th>3rd</th>
</tr>
</thead>
<tbody>
<tr>
<td>Observes School Rules</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Respects Self and Others</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assumes Responsibility for Behavior</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Follows Directions First Time Given</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Learning & Study Skills**

Overall Grades

<table>
<thead>
<tr>
<th>Skill Level</th>
<th>1st</th>
<th>2nd</th>
<th>3rd</th>
</tr>
</thead>
<tbody>
<tr>
<td>Starts and Completes Work on Time</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Works Independently</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stays on Task and Uses Time Wisely</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Works Cooperatively With Others</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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• **Standardized Test Scores:**
  – Click the **Testing** menu option.
  – The Portal displays a list of recently taken standardized tests and coordinating scores.

![Testing Portal Screenshot](image-url)
• **Miscellaneous:**
  - Click the Miscellaneous menu option.
  - The Portal displays two additional menu options.
  - If any information is incorrect here, you cannot change it. Parents will need to contact the school for any updates or changes to the information listed.

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1. Parents should not use this page to change their password. Contact the Help desk.

2. The option for email notification are listed in the bottom of the screen in the parent Notification section.

3. **Contacts** displays the student’s address and phone number at the top of the screen. Addresses and phone numbers for parents, guardians, and emergency contacts displayed below. Changes to any information cannot be made here but through your school office.

4. Click **Save** button after making any changes.