

# Parent Portal Set Up and Navigation

This guide has been created to assist parents in how to set up their portal and to guide them through to show what they can have access to as parents. Parents will need to go to Webnetworks and set up their Portal Account in order to access their students Gradebook, view Fees, fines, Testing scores, etc. This will be a one stop shopping for Parents to see everything they need regarding their student's information.

## Steps for Helping Parents Set Up Their Portal Account

1. Go to: <https://portal.graniteschools.org>
2. Click on Gradebook/Parent Portal Registration



Log in to Granite School District

**Granite**  
SCHOOL DISTRICT

Username:

Password:

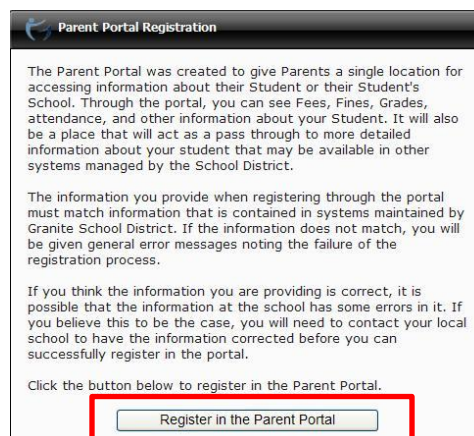
Log In

**Gradebook \ Parent Portal Registration:**  
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

3. Read the Information and click **“Register in the Parent Portal”**



Parent Portal Registration

The Parent Portal was created to give Parents a single location for accessing information about their Student or their Student's School. Through the portal, you can see Fees, Fines, Grades, attendance, and other information about your Student. It will also be a place that will act as a pass through to more detailed information about your student that may be available in other systems managed by the School District.

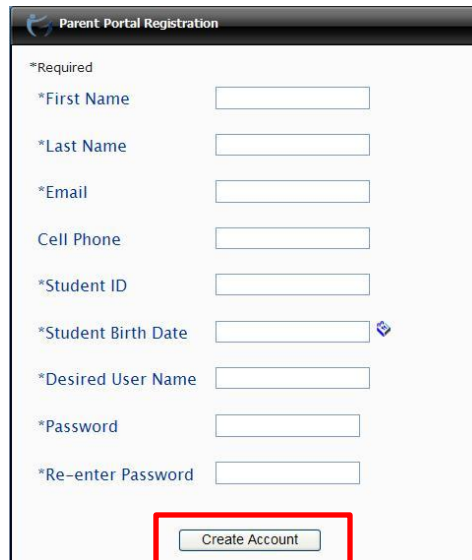
The information you provide when registering through the portal must match information that is contained in systems maintained by Granite School District. If the information does not match, you will be given general error messages noting the failure of the registration process.

If you think the information you are providing is correct, it is possible that the information at the school has some errors in it. If you believe this to be the case, you will need to contact your local school to have the information corrected before you can successfully register in the portal.

Click the button below to register in the Parent Portal.

Register in the Parent Portal

4. Fill in the information needed in the fields marked with an Asterisk \*, then click “Create Account.”



Parent Portal Registration

\*Required

\*First Name

\*Last Name

\*Email

Cell Phone

\*Student ID

\*Student Birth Date

\*Desired User Name

\*Password

\*Re-enter Password

5. If all information is correct and matches the information in Discovery, you will see a screen that verifies the correct information.



6. Then go to your email account to click on the link in the email to activate your account.

**From:** [No-Reply@graniteschools.org](mailto:No-Reply@graniteschools.org) [mailto:No-Reply@graniteschools.org]  
**Sent:** Monday, August 13, 2012 9:20 AM  
**To:** Price, Audrey L  
**Subject:** Granite Account Registration

Thank you for requesting an account at Granite School District. Your account (alprice50) must be activated before you can use it.

[Click Here to Activate Your Account](#)

If you are unable to click the link above, please copy and paste the following activation address into your browser:

<https://portal.graniteschools.org/GraniteRegistration/activateAccount.jsp?rk=FJ3735754246673632441948017SL>

7. Once 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:

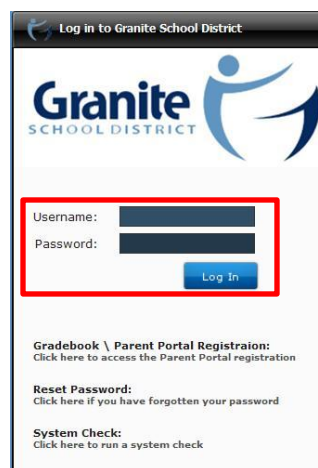
You can use the username and password you created to go directly to the student grade book portal at <https://gb.graniteschools.org/portal/>. Keep in mind you can get to the grade book portal from the Granite Portal also.

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 Registration:  
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 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:  , MARISSA

Total Credits: 0.00

- iii. Course History

Course History  , MARISSA

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: [Redacted] MRISSA

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

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

**Granite School Application**



[Gradebook 2.0](#)



[Canvas Secondary](#)



[PayPams/Lunch](#)

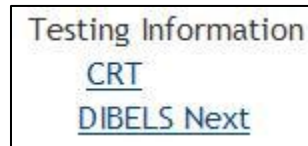


[Canyon Creek Scheduling](#)

vii. Student Fees: Lunch Balance; Webstore Balance

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

viii. Testing Information: CRT; DIBELS Next



- 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