

Parent Portal

Parent Portal allows you to keep up with the attendance, cycle grades, and assignment grades for each of your students. You are also able to set up alerts to let you know if your student is absent or has a grade lower than the grade you specify when you set up the alerts.

The txConnect Parent Portal is as easy to set up as clicking on the “New txConnect User” location on the login screen for the Prairie Valley ISD’s Parent Portal. The program will walk you through creating login, password, and hint question so that you can view your student’s attendance and grades (current running average for each course along with actual assignments). **Please write your username and password down because we CANNOT retrieve your password. All you will need to connect to your student is the portal id number which you will receive from your school district and the birthdate of your student.** When you first set up your logon information you will have the opportunity at this time to connect to your students by entering in the specific and case sensitive Portal Id number and birthdate for each of your students. **If you have multiple students linked to your account, you will see them listed on the left side where you see the sample student in the screen shot below. You will then be able to select which student you wish to view information for.**

Once you set up this information, you can set up alerts by selecting the **Alerts** tab across the top then select the ‘Subscribe to Alerts’ and mark your selections for how you would like your alerts to work. If your student has an alert then a **RED Alert** will show up under the student’s name on the left. You can click on it to view your alert. **You can also set it up to receive an email or text with your alerts.**

The screenshot shows the txConnect Parent Portal interface. At the top, there are navigation tabs: Summary, Attendance, Grades, Assignments, Alerts (selected), and My Account. On the left, there is a sidebar with 'Account Settings' and 'Edit Student Settings' buttons, and a list of students with 'Sarah B. Grocery' selected. The main content area is titled 'Alerts' and shows a notification for Sarah B. Grocery at Anywhere High School on 12/2/2015 2:30:35 PM. Below this, there are two tabs: 'View Alerts' and 'Subscribe to Alerts'. The 'Subscribe to Alerts' tab is active, showing settings for Attendance Alerts, Average Alerts, Assignment Alerts, and Alert Notification Type. The 'Attendance Alerts' section includes options for Unexcused Absences, Excused Absences, and Tardies. The 'Average Alerts' section has a 'Falling' radio button selected and a 'Custom Average Threshold' of 70. The 'Assignment Alerts' section has a 'Falling' radio button selected and a 'Custom Assignment Grade Threshold' of 70. The 'Alert Notification Type' section has a dropdown menu set to 'Neither Do not send me anything'. A 'Save Subscriptions' button is at the bottom.

Make sure to ‘**Save Subscriptions**’. You can change these options anytime you wish.

You will see across the top different tabs such as **Summary** (which is the first page you will see when you login), **Attendance**, **Grades**, **Assignments**, **Alerts**, and **My Accounts**.

Summary tab: This will let you view the current schedule for your student (s) and their working cycle average.

Summary
for: Sarah B. Grocery at Anywhere High School

Anywhere High School

Campus Notes

There must be a txconnect message for each campus!!

Parents, welcome to your txConnect for Anywhere High School!!!

Class Schedule

Period	Course	Instructor	Room	Last Updated	Current Average	Today's Attendance
1	English 1	Candy Apple			2:30PM 12/2/15	2:30PM 12/2/15
2	Oral Interp 1	Kate Catnip				
3	Math Models/App	Kurt Russell				
4	Chemistry	Halle Berry				
5	Music 1 Band	Halle Berry				
5	Theatre Arts 1	Goldie Hawn	10			
7	PE Sub Ath 4	Susie Coach				
8	Prin of Tech	Kate Hudson	101			

Attendance tab: This will let you view the attendance for the semester you select for the student (s) you are viewing. There is also a legend so you will know what the attendance codes stand for.

Attendance
for: Sarah B. Grocery at Anywhere High School on 12/2/2015 2:30:35 PM

Semester: 1

Key
A: Excused Absence M: Medical Excuse

Period	Class	Teacher	8/5
1	English 1	Candy Apple	
2	Oral Interp 1	Kate Catnip	M
3	Math Models/App	Kurt Russell	A
4	Chemistry	Halle Berry	
5	Music 1 Band	Halle Berry	
5	Theatre Arts 1	Goldie Hawn	
7	PE Sub Ath 4	Susie Coach	
8	Prin of Tech	Kate Hudson	

Grades tab: This will let you view the current averages for your student (s) for the semester you select. If you click on the underlined grade for a course it will open up so you can see all assignments for that cycle grade.

Assignments tab: This will let you view all of your student’s assignments for all courses or for a specific course. You can also specify one cycle or all cycles. You can view only assignments that have been graded, only pending assignments (assigned but not yet graded), or all assignments.

Alerts tab: I have this screen shot and description at the beginning of the document.

My Account: This will let you review and change your txConnect account settings. Along with adding/deleting new students to your account.

My Account - Welcome User: parent Help

This page allows you to review and change your account settings.

Students
To see a student's grades, attendance and other important information, click the Add/Edit option below. Once you have students linked to your account, you may click on Student Settings to change options for your students. You must associate your email with each student for whom you want to view/edit forms.

Manage My Registered Students: [Add/Edit](#) [Student Settings](#)

View/Edit Forms	Student Name	Associated Users	Last Login
	Sarah B. Grocery	parent	12/2/15 3:16 PM

(click the edit button above to manage that student's information)

My New Students:

Student Name	Submitted to District?
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Email Address [Update](#)
Your email address is important if you wish to receive alerts, to edit existing student registration information or to enroll a new student into the district.
Email Address:

Mobile Number / Text Messages
If you would like to receive text messages on your mobile phone, you may enter that cell phone number here.
If you do NOT wish to receive text messages, please leave this blank.
Mobile Number: No hyphens.
Confirm Mobile Number:

Password [Update](#)
Password: *****

Hint Question [Update](#)
Question: What was the name of your first pet?
Answer: pet

On every screen there is a **HELP** button on the top right which will give you information regarding the screen you are on.