## **Parent Portal Instructions**

Log in using your user name and password. If you do not already have a login, contact your child's school.

First time using Campus Portal?			
If you have been assigned a Campus Portal Activation Key, <u>click here</u> If you do not have an Activation Key, <u>click here</u>			
Already have a Campus Portal account?			
User lame Password Log In Problems logging in?			

You will be taken to the main Parent Portal page which contains District Notices. School Notices and an Inbox.

Family	▼ District Notices		
Messages	[ 09/03/2008 ]		
Family Members >	Welcome to Infinite Campus Parent Portal. If you are having trouble viewing all the children in your household, send an email to		
Calendar >	portangobacionity, kiz da us. Prease include you foil harne, the children you should have access to, your email address and a phone number where you can be reached.		
Paulding County			
Moses Middle School Abney Elementary School	School Notices		
	→ Inbox		

- Click the Family Members link to view the demographic information for those associated with your household or the **Calendar** link to view attendance events and assignments due for all students in your household.
- To view grade details for a particular student, click the arrow under Switch Student at the top of the page and select a name.

Switch Student	
John Smith	
Jane Smith	



click the **Schedule** link

and click the gradebook icon next to the name of the course you want.

35.0 ary Team: 7-4 Mary, Team: 7-4

Switch Student

John Smith

Jane Smith

- To change to a different child, click the arrow under Switch Student at the top of the page and select a different name.
- Click the Home button in the upper right hand corner to return to the main parent portal page.
- Click the **Sign Out** button in the upper right hand corner to log out.



Campus