

eSchoolPLUS™

HOME ACCESS CENTER (HAC)



Parents/Guardians Can View Grades & Schedules for Students

The Belle Vernon Area School District is pleased to announce that parents/guardians of students can access their children's bus information, classroom placements, schedules, grades, and assignments.

The Home Access Center (HAC) provides an online grade book where parents and guardians can view helpful student information to support and guide their children through the educational process. From home or work, at any time of the day or night, parents can access the Web portal to track academic achievement. E-mail links are also available throughout the portal so parents can communicate with teachers.

Features

- Provides parents and students with a daily summary page of student information
- Features schedule, attendance, class assignments and missing assignment, and test scores
- Allows students to view their own records in the system to help keep them informed about their progress

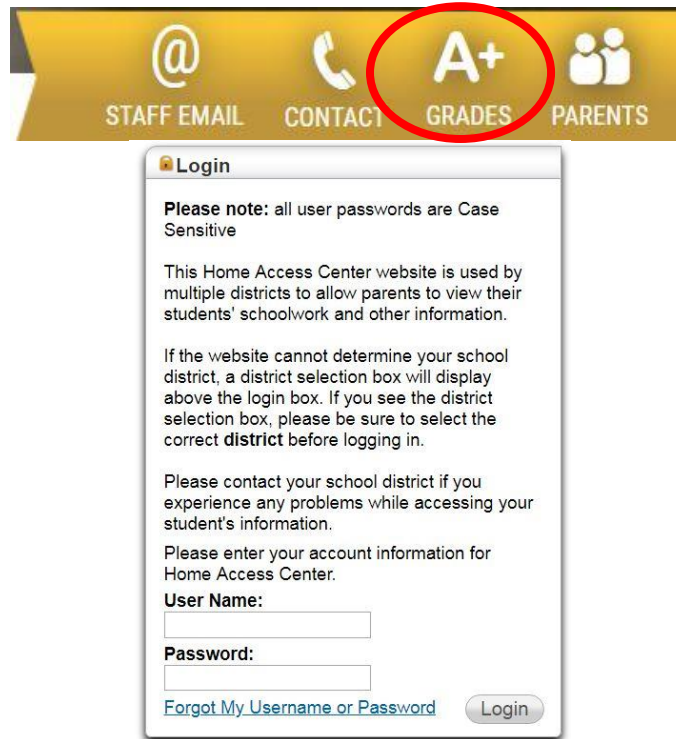
Benefits

- Engages parents via an Internet parental portal, connecting them with the classroom and providing them with relevant and timely information to support/direct their children
- Helps open a consistent avenue of parent/teacher communication
- Creates stronger connections between students, parents, teachers and administrators
- Empowers students to actively take a roll in their progress and future

eSchoolPlus Home Access Center

~ How do I log in?

To access the eSchoolPlus Home Access Center, go to www.bvasd.net. Click on the icon below the slide show for grades:



1. Each parent/guardian has his or her own username and password. Your user name and password should have been supplied in your orientation materials. Key that information in now.
2. Press the **Login** button.
3. You will be asked to provide two security questions and answers.

The image shows a screenshot of the Home Access Center user account page. The page has a blue header with the Home Access Center logo. Below the header is a 'My Account' section with the following information: Name: Harry Doe, Address: Kuhl, TX 77484, Logged in as: H1DOE1, Email Address: [redacted], Last Login: 7/29/2013 10:30:52 AM. Below this is a 'Challenge Questions' section with the instruction 'Compose 2 challenge questions and provide appropriate answers'. There are two questions: 'What is my favorite color?' with the answer 'Green' and 'What is my favorite TV show?' with the answer 'Duck Dynasty'. At the bottom of the page are two buttons: 'Continue to HomeAccess Center' and 'Logout'.

4. Press the **CONTINUE TO HOME ACCESS CENTER** button after you have completed this task.

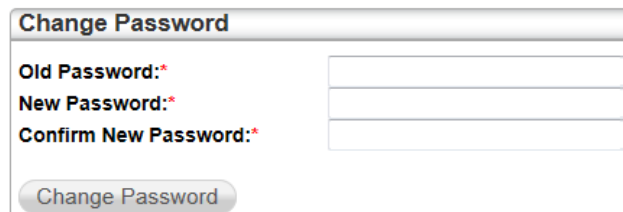
You can also view your phone number and email address for important school-to-home communication on the "Registration" page.

- Take a moment and verify that the "Registration" page lists your contact information correctly.
- You can view your email address and phone numbers by clicking the "Edit Information" link at the bottom of the "Registration" page.
- Only one login is needed for a parent/guardian to have access to all their children's information.

~ How do I change my password?

At this time, it is suggested that you change your computer-generated password to something that will be convenient for you to remember.

1. If you wish to change your password, run your cursor over your name in the top right of the web page and then click on **My Account**.
2. Input your old password in the Old Password field. Then input your new password in the New Password and the Confirm New Password fields.
3. Click on the **Change Password** button when you are finished.



The screenshot shows a web form titled "Change Password". It contains three input fields: "Old Password:*", "New Password:*", and "Confirm New Password:*". Below the fields is a button labeled "Change Password".

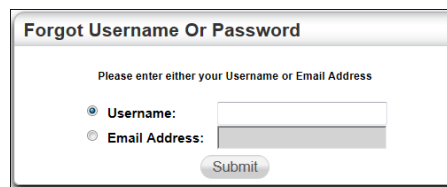
~How does my child access eSchoolPlus?

Students have their own accounts in eSchoolsPlus and are encouraged to access them for grades, missing assignments, class plans, etc. They will be given instructional time to set up and check their accounts during Keyboarding 7 class.

~What do I do if I have forgotten my username or my password?

To reset your password and/or find your username, follow these directions:

1. Go to the Home Access Login page and click on the Forgot my Username or Password link at the very bottom of the login page.
2. You have two choices on the screen that appears:
 - a. If you know your username, input that in the Username field and then click Submit. (Hint: It is typically LastName.FirstName of parent/guardian.)
 - b. If you have forgotten your username as well as your password, click on the button next to email address, input your email address, and then click Submit.
Note: This must be the email address that is on file for you in the student system.



The screenshot shows a web form titled "Forgot Username Or Password". It contains a message: "Please enter either your Username or Email Address". Below this message are two radio buttons: "Username:" (selected) and "Email Address:". Each radio button is followed by an input field. At the bottom of the form is a button labeled "Submit".

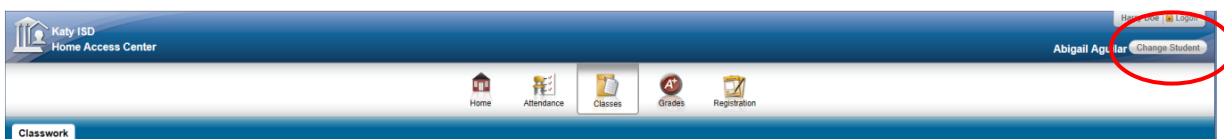
- c. An email will be sent to you with a link. Click on that link.
3. On the web page that appears, you will input the answers to the challenge questions that you previously defined.
 4. Once you have input your challenge questions, you will be asked to reset your password and will then get into the Home Access Center.
 5. Once in the Home Access Center go to the My Accounts page. Your username is shown in the top left next to the text Logged in as.

~ How do I view my student's grades?

Click on the **Classes** icon. This will display all your student's classes and the assignments in those classes. Assignments only display if the teacher for the class has created the assignment. If the teacher has published grades for the assignments, those grades will also display. **Note:** Published and unpublished assignment scores may be reflected in the Classwork Average.

~How do I view my other student's data?

To view other students, click on the Change Student button at the top right of the web page, and you will get a list of your other students. Just select the student that you now wish to view and click Submit.



~ Can I be notified when student's grade goes above or below a certain grade?

Yes, use the course average alert feature that is in the top left side of the Classes screen. Here's how to set the parameters for the alert.

1. Click the box in front of the "Alert me if my student..."
2. Input the grade or grades for which you want to receive the alert. Here are examples:

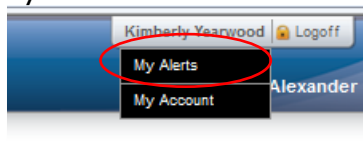
Example 1: if you want to receive an email alert when your student has a classwork average that is under 70%, you will input 70 in the first field and you may leave the second field blank.

Example 2: if you wish to receive an email when your student receives a grade higher than 80, leave the first field blank and input 80 in the second field.

Example 3: if you wish to receive an email when your student receives a grade lower than 70 AND higher than 90, input 70 in the first field and input 90 in the second field.

A screenshot of the 'Classwork' alert settings form. It features a 'View Classwork for for Report Card Run' dropdown set to '6', a 'Show (All Classes)' dropdown, and an 'Order by' dropdown set to 'Class'. Below these is a checkbox labeled 'Alert me if my student receives a course average below' followed by an input field, '% or above' followed by another input field, and a '%' symbol.

Note: You can also set this on the My Alerts page. Run your cursor over your name in the top right of the page and click on My Alerts.



~ How do I check my student's attendance?

Click on **Attendance** on the banner to view a record of your student's absences and tardies. If your student has no absences or tardies, the days will be blank.

To navigate from month to month in the current school year, use the arrows at the top left and right of the calendar.

To view details for a date when your student was absent or tardy, move your pointer over the day. A tooltip displays the type of attendance entered by the office or teacher for the periods affected.

Note that each absence is color-coded. This will help you see at a glance what types of absences and/or tardies have been recorded for your student. Days that are grayed-out are not days for which attendance/tardies are recorded.

The screenshot shows a web-based attendance calendar for February 2013. The calendar is color-coded by day of the week: Sun (gray), Mon (yellow), Tue (red), Wed (blue), Thu (green), Fri (purple), and Sat (gray). A tooltip is visible over the date 20, displaying 'Absence - Unexcused'. A 'Color Legend' is located at the bottom left, listing various absence types with corresponding colors. A 'Display details for date in a tooltip' callout points to the tooltip. A 'Navigate from month to month' callout points to the navigation arrows at the top right.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
3	4	5	6	7	1	2
10	11	12	13	14	8	9
17	18	19	20	21	15	16
24	25	26	27	28	22	23

~ Email the Teacher

Email the teacher of one of your student's classes by either going to the Interim Progress or Report Card screens in the Home Access Center. If you have an email application that auto-opens when you click on an email address (Outlook), the teacher's email address will automatically fill the "To:" field of the email. If you use a web-based email provider (Gmail, Hotmail, etc.) right-click on the teacher's name and then select Properties in the pop-up that appears. Then you can select the email address, copy it, and paste it into your email.

~ Week View of Assignments and Attendance

Week View displays assignments and attendance per class in a convenient Monday through Friday view.

1. *Week Control* – Clicking the arrows moves forward and backward one week at a time.
2. *Class* – This column displays information about each class the student is enrolled in for the current marking period.
3. *Current Average* – Displays the most recent grade. This is a "live" grade. To view a complete list of assignments, click the overall grade or go to the Classes section.
4. *Week Days* – This section displays the assignments and the grade earned on the assignment.

Attendance information (if available) will also be displayed in this window.

~ Classwork

This section shows the "live" grades a student has earned.

1. *Screen controls* – These buttons allow for all the classes to be quickly expanded or collapsed. The "Refresh View" button applies the filter choices.
2. *Filters* – There are three filters, "Report Card Run", "Show" and "Order by." The "Report Card Run" filters for which marking period to view assignments in the classes. The "Show" filter allows the selection of individual or all classes. The "Order by" filter toggles between class or assignment due date. After selecting desired filters, the Refresh Button [Refresh View](#) must be pressed to apply the filters.
3. *Email Alerts* – Alerts for overall course grades and individual assignment grades can be setup and applied here.
4. *Classes* – This section shows all the individual assignments that are entered in the courses that the student is enrolled in for the marking period selected. This is a "live" view of all the assignments entered by the teachers into the gradebook.

(Any questions about individual grades or referrals should first be directed to the classroom teacher.)

~ IPR – Interim Progress Report (Mid-Quarter)

The IPR view shows weekly grade snapshots of the gradebook. This view can be controlled by the date dropdown menu. Here any week with an IPR can be selected and viewed.

~ Report Cards

The Report card view displays end of marking period grades and comments.

Course	Description	Period	Teacher	Room	All Credit	Em Credit	MPI
ART1 - 1	Art Grade 1	1	Strobel, Brian T	B5	0.0000	0.0000	
LISTEN1 - 1	Listening Grade 1	2	Strobel, Brian T	B5	0.0000	0.0000	
MATH1 - 1	Math Grade 1	3	Strobel, Brian T	A1	0.0000	0.0000	

1. From the "**Grades**" page, select the *Report Card* tab.
2. Select the desired marking period from the drop-down menu. Click the *Print* button.
 - a. A PDF file will be generated for the marking period. This PDF can be saved to the local computer and/or printed.
 - b. Report cards can only be viewed and printed for the current school year. Please contact your school directly to obtain report cards from previous school years.