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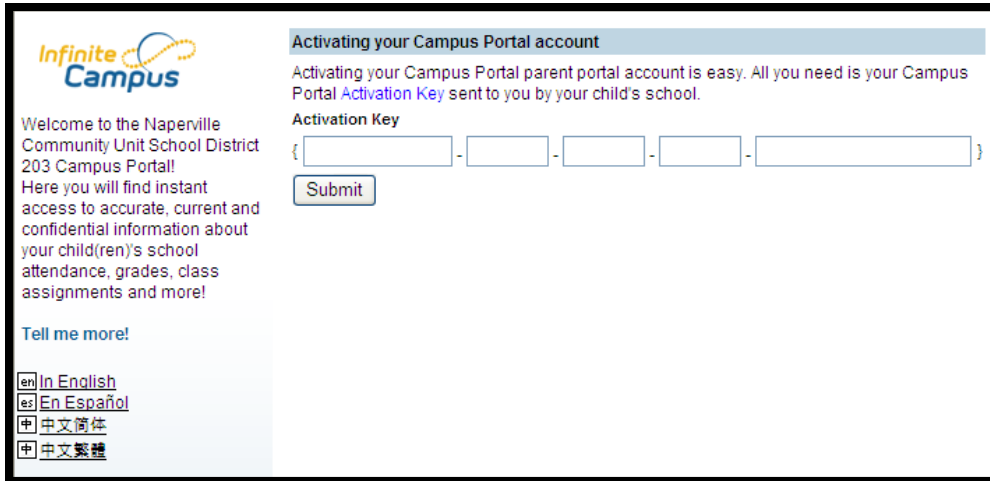
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How to Log into the Infinite Campus Portal

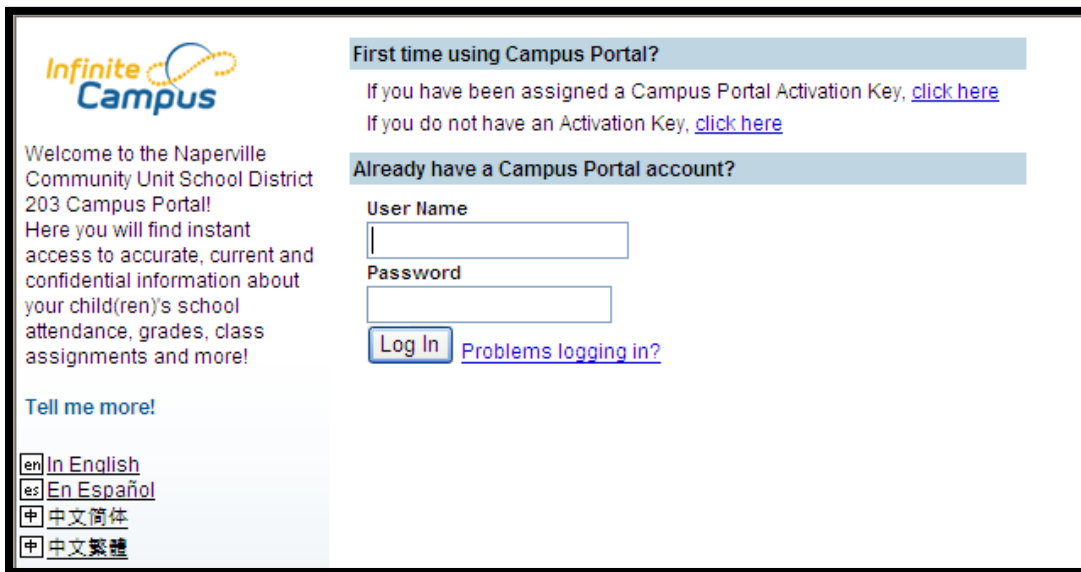
First time logging into the Portal

1. Enter your Activation Key you picked up at your student's school or what you received in the mail (depending on your student's grade level). Then click Submit.



The screenshot shows the 'Activating your Campus Portal account' page. On the left, there is a welcome message from the Naperville Community Unit School District, a 'Tell me more!' link, and language selection options for English, Spanish, and Chinese. The main content area has a header 'Activating your Campus Portal account' and a sub-header 'Activating your Campus Portal parent portal account is easy. All you need is your Campus Portal Activation Key sent to you by your child's school.' Below this is a form for the 'Activation Key' consisting of five input fields separated by dashes, with a 'Submit' button to the right.

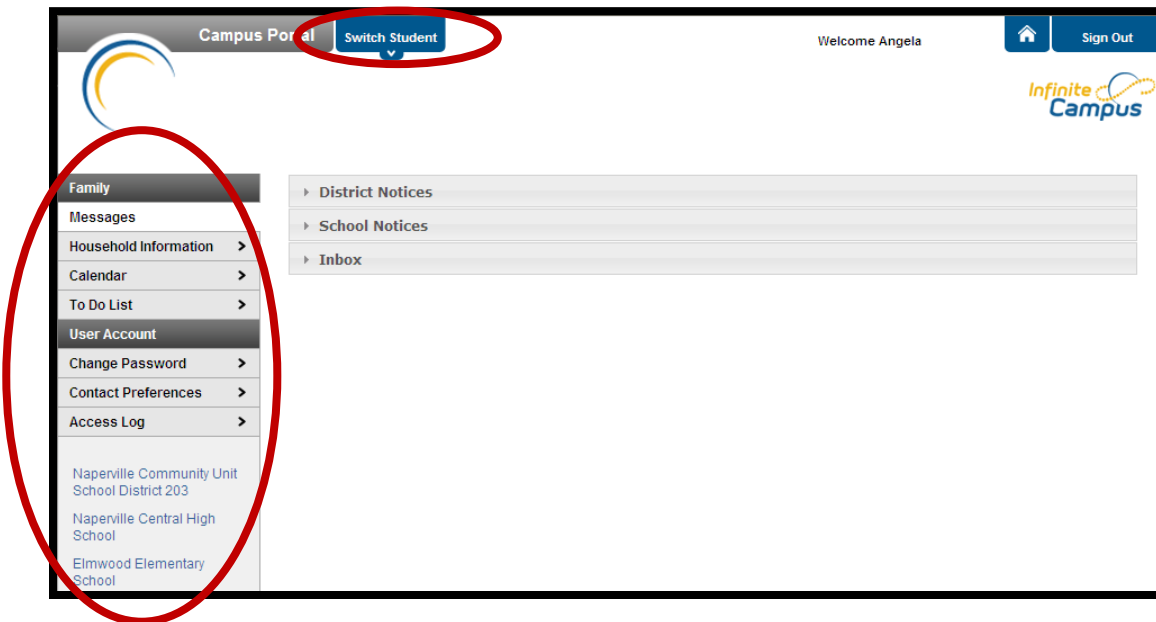
2. If you already have an Infinite Campus Portal account, enter your username and password, then click Log In.



The screenshot shows the 'First time using Campus Portal?' page. On the left, there is a welcome message from the Naperville Community Unit School District, a 'Tell me more!' link, and language selection options for English, Spanish, and Chinese. The main content area has a header 'First time using Campus Portal?' with two links: 'click here' for those with an activation key and 'click here' for those without. Below this is a section 'Already have a Campus Portal account?' with a 'User Name' input field, a 'Password' input field, a 'Log In' button, and a link for 'Problems logging in?'.

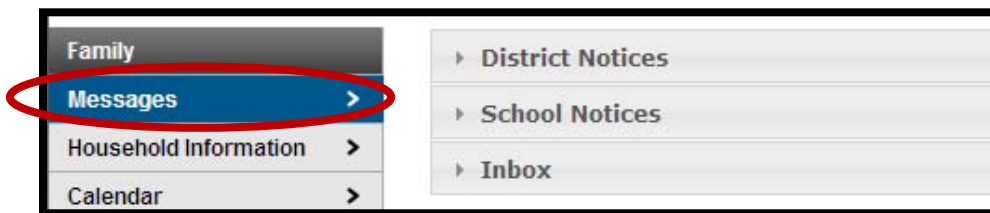
Main Menu: Home Screen

1. After you log into Infinite Campus Parent Portal, you will see the nine different options on this screen: messages, household information, calendar, to do list, change password, contact preferences, access log and switch students.



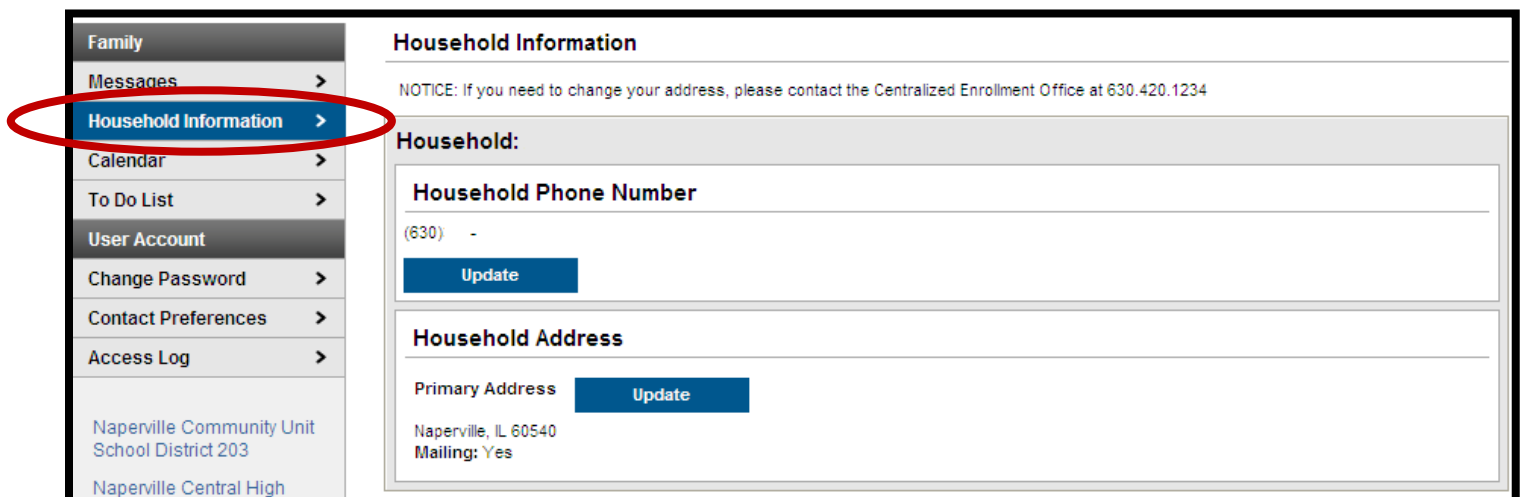
Main Menu: Messages

1. When you click on Messages, you will be able to access District Notices, School Notices, and Inbox Messages. Click on one of the arrows to the left of one of the three options to maximize the box and view the notices.



Main Menu: Household Information

1. When you click on Household Information, you will be able to view and update your Household Phone Number and Address. (Note: the update option will be available at a later date.)



Main Menu: Calendar

1. When you click on Calendar, you will be able to see the District and Building Calendars as well as assignments due (junior high and high school) and attendance events.

Family

- Messages >
- Household Information >
- Calendar >**
- To Do List >

User Account

- Change Password >
- Contact Preferences >
- Access Log >

Naperville Community Unit School District 203
 Naperville Central High School
 Elmwood Elementary School

August 2011

Assignment(s) Due Attendance Event(s)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	01	02	03	04	05	06
07	08	09	10	11 New Teacher Orientation Day	12 New Teacher Orientation Day	13
14 Institute Day - Full Day	15 Institute Day - Full Day	16 Teachers' Work Day	17 School Begins	18	19	20
21	22	23 Gabrielle	24	25	26	27
28	29	30	31			

Main Menu: To Do List

1. When you click on To Do List, you will be able to see the assignments due for your junior high and high school students. It will also show you past due assignments if your student did not turn it in on time.

Family

- Messages >
- Household Information >
- Calendar >
- To Do List >**
- User Account
- Change Password >
- Contact Preferences >
- Access Log >

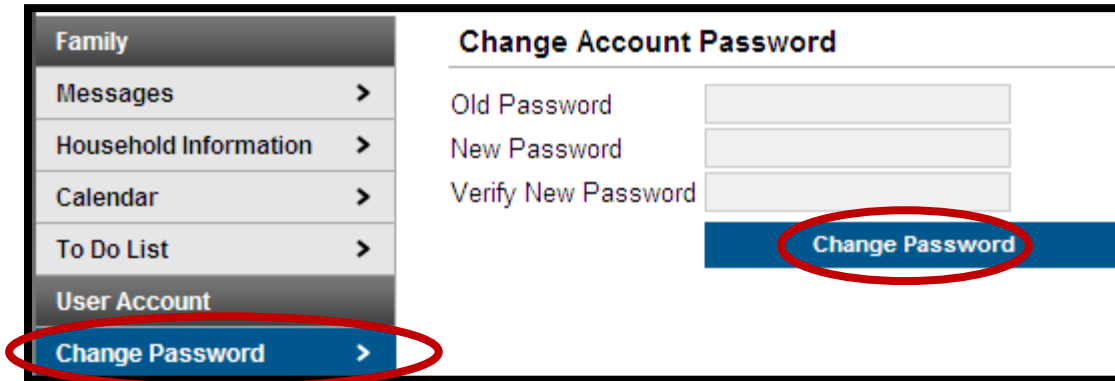
Household To Do List

Filter by Date: All Dates

Student	Course	Assignment	Date Assigned	Due Date	Days Remaining/Overdue
Gabrielle	W83012-2 Spanish 3	Homework #1	01/09/2012	01/09/2012	78
Gabrielle	C2001B-2 Speech Communication	Ch 14 & 15 Packet	06/21/2011	06/28/2011	-17
Gabrielle	C2001B-2 Speech Communication	Tribute Speech	06/17/2011	06/22/2011	-21
Gabrielle	C2001B-2 Speech Communication	Tribute Outline	06/20/2011	06/22/2011	-21
Gabrielle	C2001B-2 Speech Communication	Signed syllabus	06/15/2011	06/15/2011	-26

Main Menu: Change Password

1. Click on Change password if you want to change your account's password. Once you are done changing your password, click Change Password.



Change Account Password

Old Password

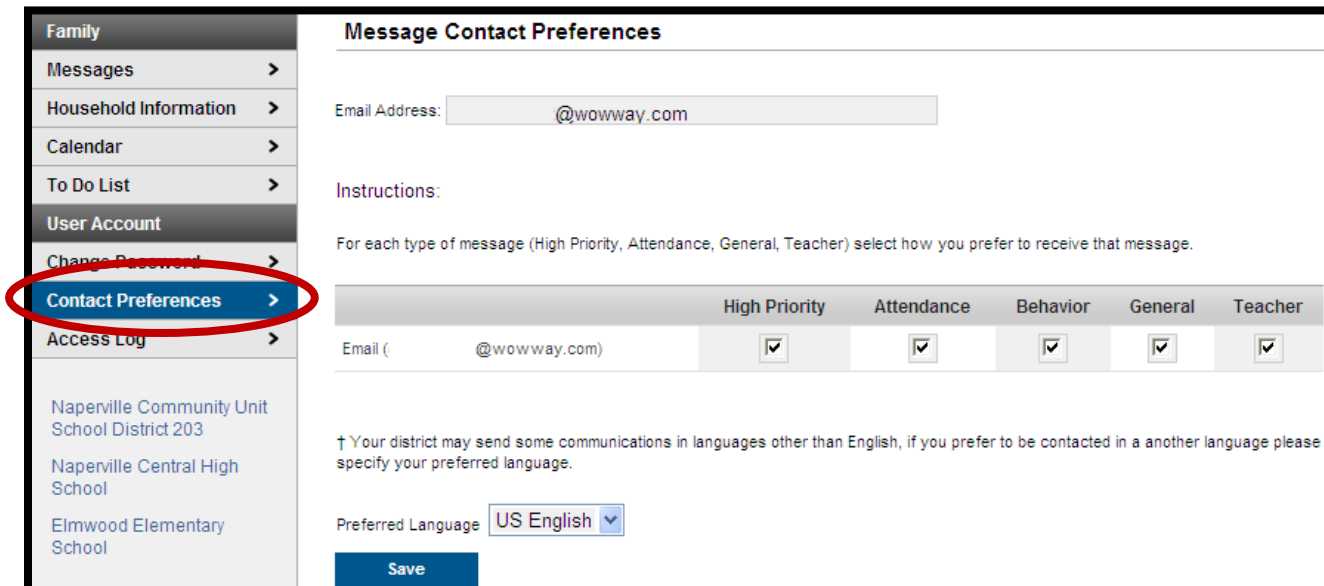
New Password

Verify New Password

Change Password

Main Menu: Contact Preferences

1. Click on Contact Preferences if you update your email address and determine whether or not you wish to use this email for high priority, attendance, behavior, general and teacher messages. Once you are done changing your contact preference, click Save.



Message Contact Preferences

Email Address:

Instructions:
For each type of message (High Priority, Attendance, General, Teacher) select how you prefer to receive that message.

	High Priority	Attendance	Behavior	General	Teacher
Email (<input type="text" value="@wowway.com"/>)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

† Your district may send some communications in languages other than English, if you prefer to be contacted in a another language please specify your preferred language.

Preferred Language

Save

Main Menu: Access Log

1. Click on Access Log if you wish to see the date and time your Infinite Campus Parent Portal has been accessed.

Family	Access Log			
	Timestamp	Success	Remote IP	Remote Name
Messages >	08/28/2011 11:51 AM	YES	balancer.naperville203.org/10.9.9.10	balancer.naperville203.org Mozilla/4.0 (compatible; MSIE 8.
Household Information >	08/27/2011 02:19 PM	YES	balancer.naperville203.org/10.9.9.10	balancer.naperville203.org Mozilla/4.0 (compatible; MSIE 8.
Calendar >	08/22/2011 07:43 PM	YES	balancer.naperville203.org/10.9.9.10	balancer.naperville203.org Mozilla/5.0 (Windows NT 6.1; rv.
To Do List >	08/22/2011 03:26 PM	YES	balancer.naperville203.org/10.9.9.10	balancer.naperville203.org Mozilla/4.0 (compatible; MSIE 8.
User Account	08/12/2011 02:48 PM	YES	balancer.naperville203.org/10.9.9.10	balancer.naperville203.org Mozilla/5.0 (Windows; U; Windo
Change Password >	08/12/2011 09:21 AM	YES	balancer.naperville203.org/10.9.9.10	balancer.naperville203.org Mozilla/5.0 (Windows; U; Windo
Contact Preferences >	08/11/2011 03:05 PM	YES	balancer.naperville203.org/10.9.9.10	balancer.naperville203.org Mozilla/4.0 (compatible; MSIE 8.
Access Log >	08/11/2011 02:59 PM	YES	balancer.naperville203.org/10.9.9.10	balancer.naperville203.org Mozilla/4.0 (compatible; MSIE 8.
	08/11/2011 01:26 PM	YES	balancer.naperville203.org/10.9.9.10	balancer.naperville203.org Mozilla/4.0 (compatible; MSIE 8.
	08/11/2011 11:19 AM	YES	balancer.naperville203.org/10.9.9.10	balancer.naperville203.org Mozilla/4.0 (compatible; MSIE 8.
	08/07/2011 04:39 PM	YES	balancer.naperville203.org/10.9.9.10	balancer.naperville203.org Mozilla/5.0 (Windows NT 6.1; rv.

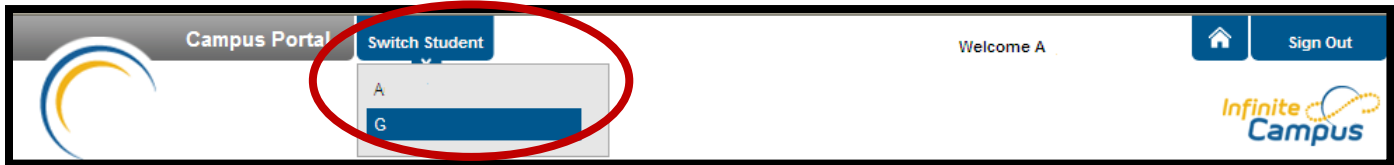
Main Menu: Links to District and School Pages

1. Click on the Naperville Community Unit School District 203 link to take you to the District homepage. This page will open in a separate window. There are also links to your students' schools homepages as well.

The screenshot displays the Infinite Campus Parent Portal interface. On the left, a sidebar menu is visible with the following items: Family, Messages, Household Information, Calendar, To Do List, User Account, Change Password, Contact Preferences, and Access Log. The 'Access Log' item is circled in red. Below the main menu, there are links to 'Naperville Community Unit School District 203', 'Naperville Central High School', and 'Elmwood Elementary School'. The 'Naperville Community Unit School District 203' link is also circled in red. The main content area shows the district's homepage, which includes the district logo, navigation tabs for 'DISTRICT 203 SCHOOLS', 'PARENTS AND STUDENTS', 'COMMUNITY MEMBERS', 'DISTRICT 203 DEPARTMENTS', and 'ABOUT DISTRICT 203'. The page features a large banner with photos of students and the text: "Building a Future Lifelong Learners" and "Our Mission ... is to educate self-directed learners, collaborative quality producers and consumers". Below the banner, there is a section for 'NEWS AND ANNOUNCEMENTS' with a sub-heading 'Infinite Campus to launch Sept. 6' and a brief description of the new online tool.

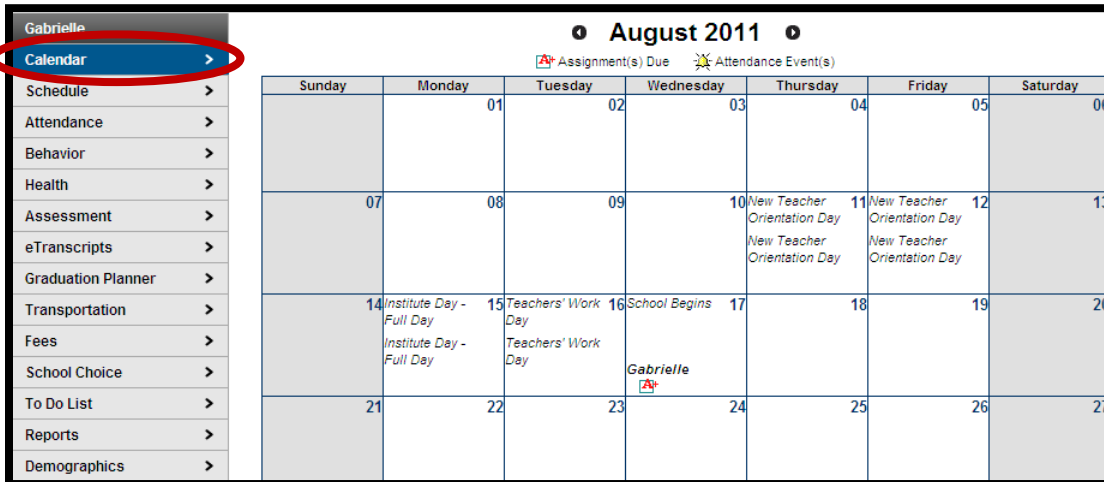
Student Menu: Switch Students

1. To look at the information for a specific student, click on the Switch Student and select the student you wish to see.



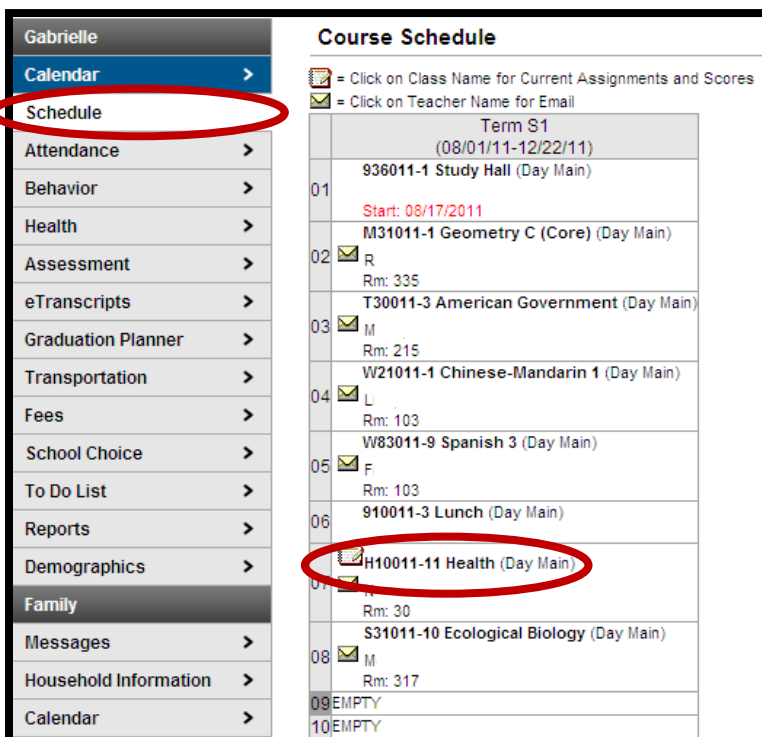
Student Menu: Calendar

1. Click on Calendar to access your student's calendar. On the calendar, you will see the district and building calendars as well as the due dates for assignments and attendance events for your student.



Student Menu: Schedule

1. Click on Schedule to view your student's current schedule.



2. To view your student's grades in a particular class, click on the Course Name.

Gabrielle

Calendar >

Schedule >

Attendance >

Behavior >

Health >

Assessment >

eTranscripts >

Graduation Planner >

Transportation >

Fees >

School Choice >

To Do List >

Reports >

Demographics >

Family

Messages >

Household Information >

Calendar >

To Do List >

User Account

Change Password >

Contact Preferences >

Grade Book Assignments for H10011-11 Health

Teacher's comments about Gabrielle:

H10011-11 Health
Teacher:

[View the scoring rubric\(s\) and/or grading scale\(s\) for this class.](#)

Grading Task Summary

Legend: Final Grade In-Progress Grade Grade Not Available Yet

Grading Task	Semesters S1	Semesters S2
Final Exam		
Coursework	A 98%	
Semester Grade		

Term S1 Final Exam Detail

Final Exam

Name	Due Date	Assigned Date	Multiplier	Pts Poss	Score	%	Turned In	Comments
Final Exam	08/17/2011	08/17/2011	1.0	100				
Final Exam Totals					100			
Term S1 Final Exam Totals					100			

Term S1 Coursework Detail

Coursework

Name	Due Date	Assigned Date	Multiplier	Pts Poss	Score	%	Turned In	Comments
Assignment 1	08/17/2011	08/17/2011	1.0	100	98	98		
Coursework Totals					100	98	98%	
Term S1 Coursework Totals					100	98	98%	A

Term S1 Semester Grade Detail

	Pts Poss	Score	%

Student Menu: Attendance

1. Click on Attendance to view your student's attendance record.

Gabrielle

Calendar >

Schedule >

Attendance >

Attendance

Gabrielle does not have any attendance events.

Student Menu: Behavior

1. Click on Behavior to view your student's behavior events.

Gabrielle

Calendar >

Schedule >

Attendance >

Behavior >

Behavior Events

Gabrielle does not have any behavior events.

Student Menu: Health

1. Click on Health to view your student's immunization record and the date of the most recent sports physical.

Gabrielle	Health
Calendar >	
Schedule >	
Attendance >	
Behavior >	
Health	
Assessment >	
eTranscripts >	
Graduation Planner >	
Transportation >	
Fees >	
School Choice >	
To Do List >	
Reports >	
Demographics >	
Family	

Health

Immunizations

* Vaccines with no Compliance Status are not mandatory or they contribute to the Compliance Status of another vaccine.

Vaccine	Compliance Status	Doses				
		1	2	3	4	5
Diphtheria-tetanus-pertussis, combined [DTaP, DTP]	Compliant	02/23/1996	05/10/1996	07/05/1996	07/24/1997	12/14/2000
Hemophilus influenza, type B [Hib]	Compliant	04/07/1997				
Hepatitis B [Hep B]	Compliant	12/30/1995	02/23/1996	09/25/1996		
Measles-Mumps Rubella [MMR]	Compliant	04/07/1997	12/14/2000			
Meningococcal	*	04/14/2010				
Polio [IPV, OPV]	Compliant	02/23/1996	05/10/1996	07/24/1997	12/14/2000	
Tetanus, Diphtheria and Acellular Pertussis [Tdap]	*	04/14/2010				
Varicella	No Requirement	01/13/1999	01/31/2008			

Sports Physical

Last Sports Physical: 04/14/2010

Student Menu: Graduation Planner

1. Click on the Graduation Planner to view your student's progress towards the graduation requirements. This feature will be available at a later date.

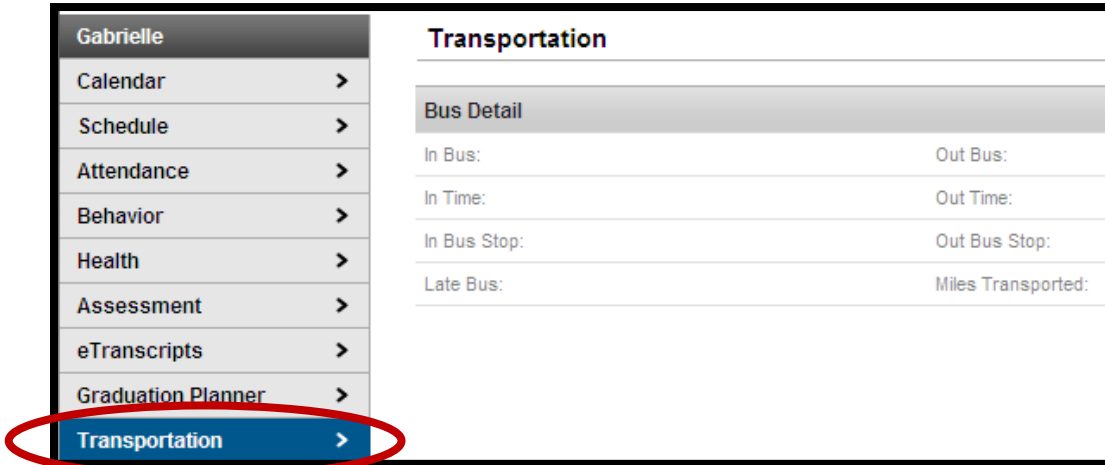
Gabrielle	Graduation Planner																
Calendar >	Program: Class of 2012																
Schedule >	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Criteria</th> <th>Requirement</th> <th>Progress</th> </tr> </thead> <tbody> <tr> <td>Min Overall GPA</td> <td>NaN</td> <td>3.067 / NaN</td> </tr> </tbody> </table>											Criteria	Requirement	Progress	Min Overall GPA	NaN	3.067 / NaN
Criteria	Requirement	Progress															
Min Overall GPA	NaN	3.067 / NaN															
Attendance >	Standard: CG-High School																
Behavior >	Credit / Standard	09	10	11	12	13	14	SUB	IP	OF	TOT						
Assessment >	Career and Technical Education	0.5/0.5	0/0	0/0.5	0/0	0/0	0/0	0.5/1	0	0	0.5/1						
eTranscripts >	Communication Arts	1/1	0/1	0/1	0/1	0/0	0/0	1/4	2	0	3/4						
Graduation Planner >	Consumer Education	0/0	0/0	0/0	0/0.5	0/0	0/0	0/0.5	0	0	0/0.5						
Transportation >	Fine Arts	1/0.5	0/0	0/0	0/0	0/0	0/0	1/0.5	0	-0.5	0.5/0.5						
Fees >	Health	0/0	0/0.5	0/0	0/0	0/0	0/0	0/0.5	1	-0.5	0.5/0.5						
School Choice >	Mathematics	0.5/1	0/1	0/1	0/0	0/0	0/0	0.5/3	2	0	2.5/3						
To Do List >	Physical Education	1/1	0/0.5	0/1	0/1	0/0	0/0	1/3.5	0	0	1/3.5						
Reports >	Science	1/1	0/1	0/0	0/0	0/0	0/0	1/2	2	-1	2/2						
Demographics >	Social Studies	1/1	0/0.5	0/1	0/0	0/0	0/0	1/2.5	2	-0.5	2.5/2.5						
Family	CG-General Education	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0	0	0/0						
Messages >	Electives (Overflow)	1/0.5	0/1	0/1	0/1	0/0	0/0	1/3.5	4	+2.5	7.5/3.5						
Household Information >	Total	7/6.5	0/5.5	0/5.5	0/3.5	0/0	0/0	7/21	13	N/A	20/21						
Calendar >	Standard: CG-Elementary																
To Do List >	Credit / Standard	09	10	11	12	13	14	SUB	IP	OF	TOT						
User Account >	CG-General Education	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0	0	0/0						
Change Password >	(Overflow)	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0	+0	0/0						
Contact Preferences >	Total	0/0	0/0	0/0	0/0	0/0	0/0	0/0	0	N/A	0/0						

SUB=Total of credits earned/required to this point.
 IP=Total of credits in progress.
 OF=Number of credits that exceed the requirement for this standard.
 TOT=Total of credits earned plus credits in progress. If this exceeds the total required, the overflow credits will be added to the (overflow) category.
 GPA=Grade Point Average.

/	No Requirement
/	On Track
/	Behind
/	Overflow

Student Menu: Transportation

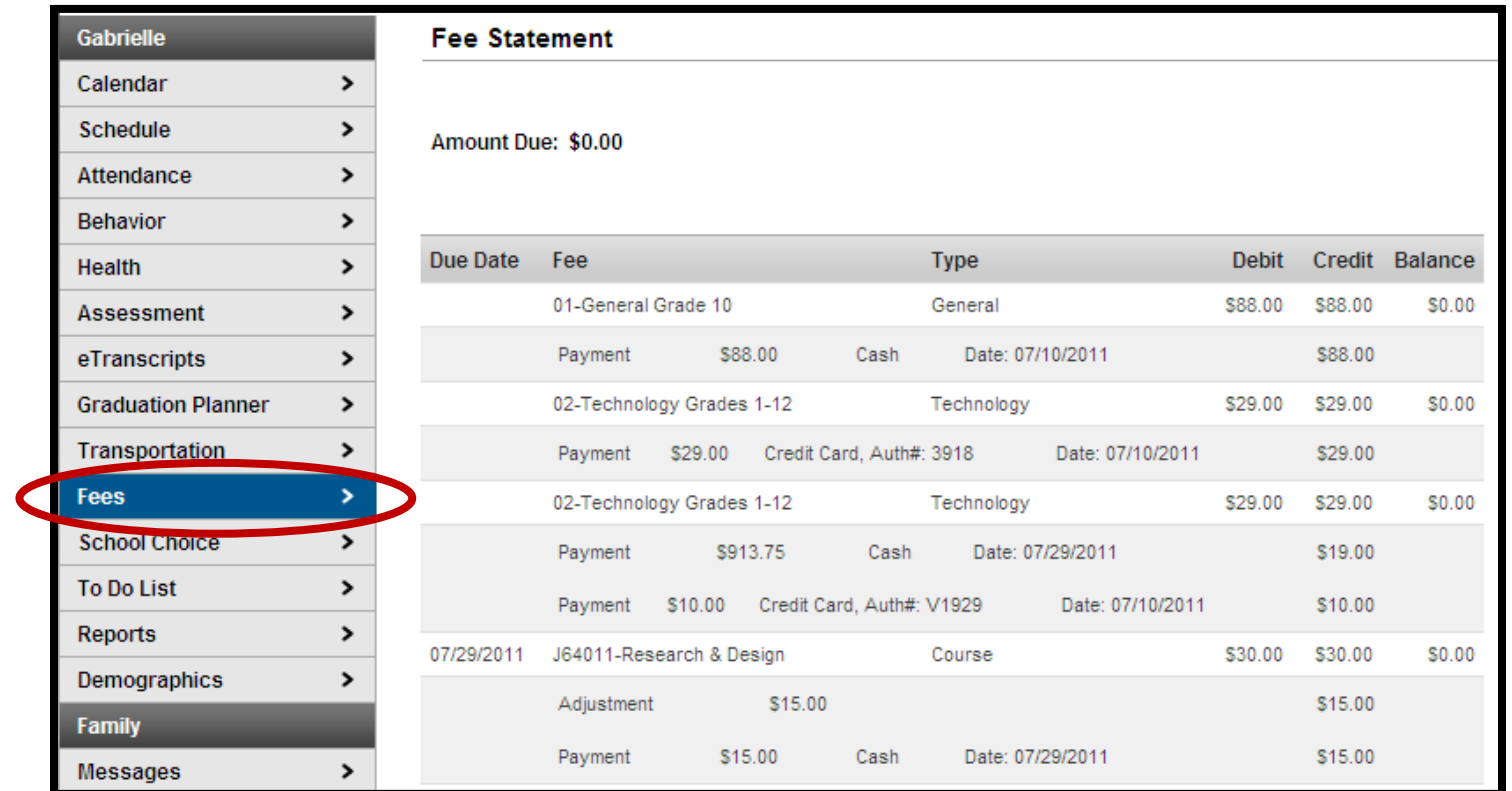
1. Click on Transportation to view your student's bus schedule.



The screenshot shows a user interface for a student named Gabrielle. On the left is a vertical menu with options: Calendar, Schedule, Attendance, Behavior, Health, Assessment, eTranscripts, Graduation Planner, and Transportation. The Transportation option is highlighted in blue and circled in red. On the right, the 'Transportation' section is titled 'Transportation' and contains a 'Bus Detail' section with fields for In Bus, Out Bus, In Time, Out Time, In Bus Stop, Out Bus Stop, Late Bus, and Miles Transported.

Student Menu: Fees

1. Click on Fees to view your student's fees.



The screenshot shows a user interface for a student named Gabrielle. On the left is a vertical menu with options: Calendar, Schedule, Attendance, Behavior, Health, Assessment, eTranscripts, Graduation Planner, Transportation, Fees, School Choice, To Do List, Reports, Demographics, Family, and Messages. The Fees option is highlighted in blue and circled in red. On the right, the 'Fee Statement' section shows 'Amount Due: \$0.00' and a table of transactions.

Due Date	Fee	Type	Debit	Credit	Balance
	01-General Grade 10	General	\$88.00	\$88.00	\$0.00
	Payment	Cash		\$88.00	
	02-Technology Grades 1-12	Technology	\$29.00	\$29.00	\$0.00
	Payment	Credit Card, Auth#: 3918		\$29.00	
	02-Technology Grades 1-12	Technology	\$29.00	\$29.00	\$0.00
	Payment	Cash		\$19.00	
	Payment	Credit Card, Auth#: V1929		\$10.00	
07/29/2011	J64011-Research & Design	Course	\$30.00	\$30.00	\$0.00
	Adjustment		\$15.00		\$15.00
	Payment	Cash		\$15.00	

Student Menu: To Do List

1. Click on To Do List to see your student's pending assignments and their due dates.

Gabrielle

- Calendar >
- Schedule >
- Attendance >
- Behavior >
- Health >
- Assessment >
- eTranscripts >
- Graduation Planner >
- Transportation >
- Fees >
- School Choice >
- To Do List >**

Gabrielle's To Do List

Filter by Date: Print

<u>Course</u>	<u>Assignment</u>	<u>Date Assigned</u>	<u>Due Date</u>	<u>Days Remaining/Overdue</u>
W83012-2 Spanish 3	Homework #1	01/09/2012	01/09/2012	78