HISD’s Parent Student Connect (PSC) Help Guide

The PSConnect Web site offers access to grades and attendance as teachers enter data in their online gradebooks.

The PSConnect Web site now offers access to Online Credit Recovery, which provides at-risk high school students access to online courses in conjunction with other school-based tools.

Select one of the options below:

Student Login

Parent Login
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Help Guide

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The PSCConnect Web site now offers access to Online Credit Recovery, which provides at-risk high school students access to online courses in conjunction with other school-based tools.

Student Login
Forgotten Username and/or Password

Previously Registered

Never Registered Before
Enter your username and password

Username:
Password:

Login

Enter **username** and **password** and click **Login**
If you have previously registered in The Source, you will be prompted to set your security questions on first log in to PSC.
PSC Home Page
(Pre-K – 8th grade students only)

- Student Information
- Update Email Address and Change Password
- View student’s grades/attendance
- View student’s TAKS results
View student's grades/attendance

View student's TAKS results

Access online credit recovery courses

PSC Home Page (9th-12th grade students only)
Add an email address to your account profile.
Enter and confirm your new email address and click Continue

Click Cancel to return to the PSC home page
Notice: Your Add Email option changed to Change Email after initially adding to your account profile.

You have successfully added your email address. Click Continue to return to the PSC home page.
Change your current email address to a new email address
Enter and confirm your new email address and click Continue.

Click Cancel to return to the PSC home page.
You have successfully changed your email address. Click **Continue** to return to the PSC home page.
Change your PSC password
Answer your security questions set up during registration

Enter and confirm your new password and click Continue
You have successfully changed your password. Click **Continue** to return to PSC home page.
View student’s grades/attendance
Welcome to HISD Parent Student Connect

Use the toolbar on the left to navigate student grades and attendance data.

Since teachers are still becoming accustomed to the gradebook tool that feeds this application, please be patient.
As teachers enter assignments in their gradebook it will appear here.

- Categories
- Weights
- Date Assigned
- Date Due
- Grade Received
- Attached Files (if any)

<table>
<thead>
<tr>
<th>Assignments</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Chapter 22 Plant Diversity Notes - Due Friday, February 2, 2009</strong></td>
<td></td>
</tr>
<tr>
<td>Category: Homework/Daily work</td>
<td></td>
</tr>
<tr>
<td>Assigned: Thursday, February 1, 2009</td>
<td></td>
</tr>
<tr>
<td>Grade Received: 100</td>
<td></td>
</tr>
<tr>
<td><strong>2. Chapter 21 Plant Notes - Due Tuesday, January 30, 2009</strong></td>
<td></td>
</tr>
<tr>
<td>Category: Homework/Daily work</td>
<td></td>
</tr>
<tr>
<td>Assigned: Monday, January 29, 2009</td>
<td></td>
</tr>
</tbody>
</table>
### Student Grades

**Fair, William (High School)**

<table>
<thead>
<tr>
<th>Teacher</th>
<th>Notes</th>
<th>Course</th>
<th>Period</th>
<th>Cycle 1</th>
<th>Cycle 2</th>
<th>Exam 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bowman, Everett</td>
<td>Note</td>
<td>ALGEBRA 1</td>
<td>1</td>
<td>87</td>
<td>84</td>
<td></td>
</tr>
<tr>
<td>Bodien, Roy</td>
<td>Note</td>
<td>ENGLISH 1</td>
<td>2</td>
<td>81</td>
<td>84</td>
<td></td>
</tr>
<tr>
<td>Winfree, Robert</td>
<td>Note</td>
<td>BIOLOGY</td>
<td>3</td>
<td>87</td>
<td>91</td>
<td></td>
</tr>
<tr>
<td>Bodson, Albert</td>
<td>Note</td>
<td>P.E. - GIRLS</td>
<td>4</td>
<td>89</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brenner, Robert</td>
<td>Note</td>
<td>WORLD GEOGRAPHY</td>
<td>5</td>
<td>90</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>DEV.</td>
<td>6</td>
<td>80</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Selecting **Grades** in the toolbar will provide the schedule, cycle, exam and semester grades.

The **Note** feature provides a notepad to communicate with teachers.
### Student Grades

**Fair, William (High School)**

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<thead>
<tr>
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<td>87</td>
<td>91</td>
<td></td>
</tr>
<tr>
<td>Bodson, Albert</td>
<td>Note</td>
<td>P.E. - GIRLS</td>
<td>4</td>
<td>8</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brenner, Robert</td>
<td>Note</td>
<td>WORLD GEOGRAPHY</td>
<td>5</td>
<td>90</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bannar, Betty</td>
<td>Note</td>
<td>SPANISH 2</td>
<td>6</td>
<td>80</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annarella, Sergio</td>
<td>Note</td>
<td>PRS. &amp; FAM. DEV.</td>
<td>7</td>
<td>92</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### ALGEBRA 1 (Period 1)

- **Current Average:** 87
- **Homework - 20%**

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Assigned</th>
<th>Due</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homework #1</td>
<td>Aug-21</td>
<td>Aug-22</td>
<td>100</td>
</tr>
<tr>
<td>hw page 75 31-40</td>
<td>Sep-8</td>
<td>Sep-9</td>
<td>100</td>
</tr>
<tr>
<td>hw page 75 31-40</td>
<td>Sep-8</td>
<td>Sep-9</td>
<td>100</td>
</tr>
</tbody>
</table>

Let's select Algebra grade 87.

After selecting a grade - a second window appears and provides all assignment information associated with that grade.
**Student Attendance**

Note: Only dates that have absent or tardy codes will show for student attendance. If no date is shown, the student was marked present. If a record is marked "present," this indicates the record was changed to present from another code.

**Fair, William** (High School)

<table>
<thead>
<tr>
<th>Date</th>
<th>Class Period</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>10/1/2007 (Oct-1)</td>
<td>1</td>
<td>Absent</td>
</tr>
<tr>
<td>10/3/2007 (Oct-3)</td>
<td>1</td>
<td>Absent</td>
</tr>
<tr>
<td>10/18/2007 (Oct-18)</td>
<td>1</td>
<td>Tardy</td>
</tr>
<tr>
<td>10/19/2007 (Oct-19)</td>
<td>1</td>
<td>Absent</td>
</tr>
<tr>
<td>10/22/2007 (Oct-22)</td>
<td>1</td>
<td>Absent</td>
</tr>
<tr>
<td>10/24/2007 (Oct-24)</td>
<td>1</td>
<td>Absent</td>
</tr>
<tr>
<td>2/5/2008 (Feb-5)</td>
<td>1</td>
<td>Absent</td>
</tr>
<tr>
<td>2/6/2008 (Feb-6)</td>
<td>1</td>
<td>Absent</td>
</tr>
<tr>
<td>3/10/2008 (Mar-10)</td>
<td>1</td>
<td>Extracurric</td>
</tr>
<tr>
<td>5/16/2008 (May-16)</td>
<td>1</td>
<td>Absent</td>
</tr>
<tr>
<td>10/20/2008 (Oct-20)</td>
<td>1</td>
<td>Medical App...</td>
</tr>
</tbody>
</table>
Triggers

Triggers allow you to receive notification when a grade changes or when there is new attendance data.

Faith, William (High School)

Trigger Options
- Trip when a grade changes:
  - Below
  - Above an average of 70
- Watch Attendance

Notifications
- Send E-mail
- Send Text Message to (713) 995

Triggers allow for automatic notification if a Grade drops below a designated level or if an Attendance event occurs. (Other than Present)

*Normal text-messaging rates apply
Your school may add events to this calendar. Selecting an event will open a window describing the event. Students Attendance events are also listed.
Selecting Progress Reports or Report Cards from the toolbar will provide access to a PDF document of these files.

*Be sure to have Adobe Acrobat installed.
At any point you may choose to move around to different areas of HISD Connect by selecting the above links.

You may also choose Close Grade Book in the top right of the page.
Selecting Parents & Students above will bring you back to the main page, but still allows you to return to PSC until you log out.
Welcome Student - TEST2 A COE

Student Information
- Student Name: TEST2 A COE
- Student ID: 700000002
- School: DAVIS HS
- Grade Level: SOPHOMORE
- View DAVS HS Grading Policy

Tools
- Add Email
- Change Password
- Español (Grade Book only)

You have access to the following tools...

Grade Book
View your child's attendance, assignments, grades, progress reports, and report cards, as well as view your school calendar, and contact your child's teachers.
- Launch Grade Book

Standardized Test Results
An analysis of student's TAKS results by subject area in math, science, social studies, and reading and writing (grouped together as English Language Arts in secondary grades).
- Launch Test Results

Online Credit Recovery
Qualified, at-risk high-school students access online courses here in conjunction with school-based computer labs, TAKS tutoring and specially selected graduation coaches who provide ongoing academic, social, and emotional support.
- Launch OCR

Access online credit recovery courses
This is your Apex Learning “My School” home page.

Access online courses

- **Announcements**
  - There are no announcements.

- **Current Enrollments**
  - **Apex Learning**
    - **classroom**
      - **HISD Demo Classroom**
        - **American Literature** (S908109)
  - **Start Date**: 14-Dec-09
  - **Teacher**: Crazy

For assistance, please email the Support Team at support@apexlearning.com or call (300) 453-1454.
View student’s TAKS data
Selecting the ‘+’ symbol will open more options.
Click View to choose a specific subject.
Objectives and scores are itemized in the diagram.

Return to previous page of TAKS Subjects.
You have successfully logged out of Parent Student Connect. Please click here to return to login page.
Additional Information

• Cookies must be enabled in your browser to use PSC. For assistance with Enabling Cookies, see the following link: http://www.aera.net/cookie/iecookies.cfm.htm

• Data for pre-k and kindergarten students includes only Attendance, Calendar, Report Card, and Triggers (for attendance only).

• If you need assistance with PSC, call the HISD Helpdesk at 713-892-7378.

  – HISD Help Desk Hours of Operation:
    • Monday – Friday: 6:30 am – 6:00 pm (August 2009 – September 2009)
    • Monday – Friday: 7:00 am – 5:00 pm (October 2009 – July 2010)
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The PSConnect Web site now offers access to Online Credit Recovery, which provides at-risk high school students access to online courses in conjunction with other school-based tools.

Parent Login
Forgotten Username Never Registered Username and/or Password Before

Previously Registered

Forgotten Username and/or Password

Never Registered Before
Previously Registered
Click Login
Enter your username and password

Username: 
Password: 

Login

Enter **username** and **password** and click Login
If you have previously registered in The Source, you will be prompted to set your security questions on first log in to PSC.
Add a child to your account profile.

Update email address and change password.

View student’s grades/attendance.

View student’s TAKS results.
Add a child to your account profile
**ATTENTION:** Be sure that the information you are entering is the exact same data that is on file with your school.**

Enter all student information. Click **Add This Student**

Click **Cancel** to return to PSC home page.
You have successfully added an additional student. Click Yes to add another student or No to return to the PSC home page.
Add an email address to your account profile.
Enter and confirm your new email address and click Continue.

Click Cancel to return to PSC home page.
You have successfully added your email address. Click **Continue** to return to the PSC home page.

Notice: Your **Add Email** option changed to **Change Email** after initially adding to your account profile.
Change your current email address to a new email address.
Enter and confirm your new email address and click Continue.
You have successfully changed your email address. Click **Continue** to return to the PSC home page.
Change your PSC password
Enter and confirm your new password and click **Continue**

Answer your security questions set up during registration

Please answer the following security questions, then enter your new password.

- What is the name of your favorite childhood friend?
- What is the name of the street on which you grew up?
- What was your dream job as a child?

Enter your new password:

*Password must be between 8-20 characters long and must contain at least one number, one uppercase letter, one lowercase letter, and cannot be the same as username.

Confirm your new password:
You have successfully changed your password. Click **Continue** to return to the PSC home page.
View student’s grades/attendance
Welcome to HISD Parent Student Connect

Use the toolbar on the left to navigate student grades and attendance data.

Since teachers are still becoming accustomed to the gradebook tool that feeds this application, please be patient.
Dropdown menu to choose upcoming, recent or individual class assignments.
As teachers enter assignments in their gradebook it will appear here:

- Categories
- Weights
- Date Assigned
- Date Due
- Grade Received
- Attached Files (if any)

Select a section:
- Assignments
- Grades
- Attendance
- Triggers
- Calendar
- Progress Reports
- Report Cards

You are currently logged in as Test Zoe.
Selecting Grades in the toolbar will provide the schedule, cycle, exam and semester grades.

The Note feature provides a notepad to communicate with teachers.

Let's select Algebra grade 87
A screenshot of HISD Connect, showing the student grades page. The page displays a table for a student named Fair, William (High School), with courses and their corresponding grades. The table includes columns for Teacher, Notes, Course, Period, Cycle 1, Cycle 2, and Exam 1.

- Bowman, Everett: ALGEBRA 1, Period 1, Cycle 1: 87, Cycle 2: 84
- Bodien, Roy: ENGLISH 1, Period 2, Cycle 1: 81, Cycle 2: 84
- Winfree, Robert: BIOLOGY, Period 3, Cycle 1: 87, Cycle 2: 91
- Bodson, Albert: P.E. - GIRLS, Period 4, Cycle 1: 8, Cycle 2: 8
- Brenner, Robert: WORLD GEOGRAPHY, Period 5, Cycle 1: 90
- Bannar, Betty: SPANISH 2, Period 6, Cycle 1: 80
- Annarella, Sergio: PRS. & FAM. DEV., Period 7, Cycle 1: 92

A red box highlights the Algebra 1 grade of 87, with an arrow pointing to it. Another red box below the table explains: "After selecting a grade, a second window appears and provides all assignment information associated with that grade."
Student Attendance

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