

Viewing Report Cards on the Parent Portal

- Log into Parent Portal
- Click the Student that you want to see the report card for
- Click on the App Switcher button

Note: Report Cards will show for all students the parent has access to in the one PDF file

The screenshot shows the PowerSchool Parent Portal interface. At the top, there is a navigation bar with the PowerSchool logo and the text "Click on student" and "Click on App Switcher Button". Below the navigation bar, there is a sidebar with various menu items. The main content area displays "Grades and Attendance" for a student named "Shelley, Cory". The page shows a table of attendance by class for the current week and last week. A red box highlights the "App Switcher" button in the top right corner.

Exp	Last Week					This Week					Course	Q1	Q2	S1	Q3	Q4	S2	Y1	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F										
1(A)											English 10	[1]	[1]	[1]					0	0
2(A)											World History	[1]	[1]	[1]					0	0
3(A)											Mus. 2	[1]	[1]	[1]					0	0
4(A)											Science	[1]	[1]	[1]					0	0
5(A)											Foundation and Culinary Experience	[1]	[1]	[1]					0	0
6(A)											Chemistry	[1]	[1]	[1]					0	0
7(A)											Chemistry	[1]	[1]	[1]					0	0
Attendance Totals																		0	0	

- The application window will open and you can click on District Report Card

The screenshot shows the "Applications" window in the Parent Portal. The window has a blue header with the text "Applications" and a "Close" button. Below the header, there is a table with two columns: "Applications" and "Description". The "District Report Card" application is highlighted with a red box.

Applications	Description
District Report Card	District Report Card

- After clicking on District Report Card, the report card download will show in lower left corner

The screenshot shows the Parent Portal interface with the "Applications" window open. The "District Report Card" link is highlighted with a red box in the lower left corner. The "Applications" window is still open, and the "District Report Card" link is highlighted with a red box.