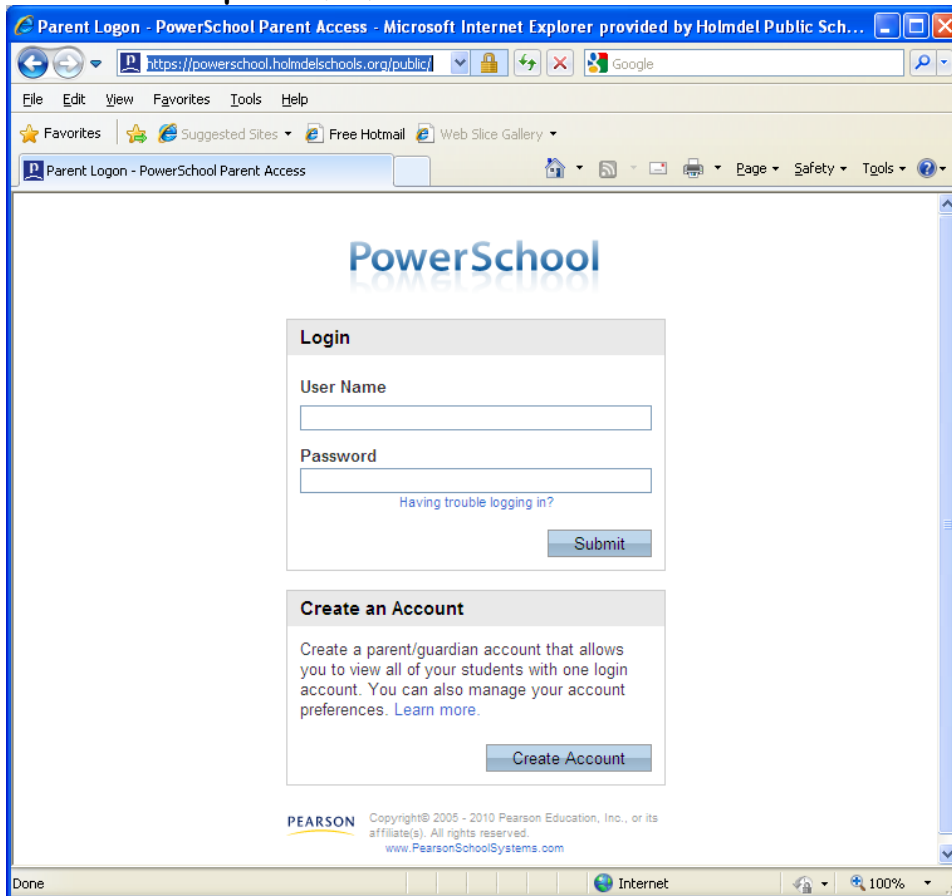


Welcome to the Holmdel Board of Education PowerSchool Parent's Portal

This guide will detail the basic steps you will need to access your child's current academic status. With your internet browser* you can access this data from anywhere, 24 hours a day!

Note: While technical support is **not** available by phone, you can e-mail your issue to PowerSchool@holmdelschools.org

1. Open your computer's internet browser. Type in <https://powerschool.holmdelschools.org/public/> in the URL Address field and press **ENTER**.



2. Once at the PowerSchool website, select Create an Account

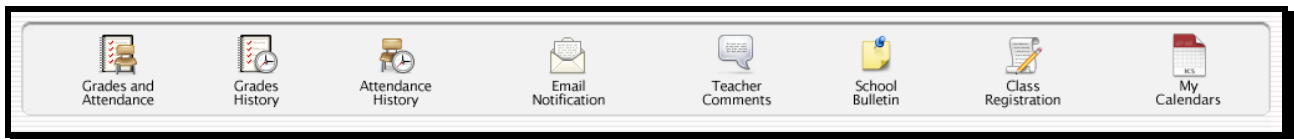
Create Parent Guardian Account			
First Name	<input type="text"/>		
Last Name	<input type="text"/>		
Email	<input type="text"/>		
Desired User Name	<input type="text"/>		
Password	<input type="password"/>	<input type="password"/>	
Re-enter Password	<input type="password"/>	<input type="password"/>	

Link Students to Account			
Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent/Guardian Account			
Student Name	Access ID	Access Password	Relationship
1.	<input type="text"/>	<input type="text"/>	- Choose
2.	<input type="text"/>	<input type="text"/>	- Choose
3.	<input type="text"/>	<input type="text"/>	- Choose
4.	<input type="text"/>	<input type="text"/>	- Choose
5.	<input type="text"/>	<input type="text"/>	- Choose
6.	<input type="text"/>	<input type="text"/>	- Choose
7.	<input type="text"/>	<input type="text"/>	- Choose

This is where you will fill in the top portion with your information and link the student with the Access ID and Password you received

3. Then Click  button.

4. You will now be at your child's *Grades and Attendance* page. Here you will see the PowerSchool toolbar. It will be your main navigation point for all the information available to you within the portal.



5. At *Grades and Attendance* you will be able to see your child's grades and attendance. As with the other PowerSchool pages you will be able to log out of PowerSchool by clicking on the **Logout** button.

Grades and Attendance

Attendance By Class

Exp	Last Week					This Week					Course	O1	O2	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F					
1-2(A)											Math 7D Turco, David	C 71 P	C 76 P	0	0
3(A)											Study/Res.-7 Aleksandrich, Kimberly	A 90 P	0 P	0	0
4(A)											Lunch Staff, CMS			0	0
5(A)											Sci 7 Albert, Jessica	D 61 P	F 58 P	0	0
6(A)											U. S. History Mozzkowski, Kurt	C 77 P	A 100 P	0	0
7-9(A)											Lang Arts 7D James, Louisa	C 72 P	C 75 P	0	0
9(A)											P. E. 7 Gruskowski, Douglas	A 100 P	0 P	0	0
Attendance Totals												0	0	0	0

Current Simple GPA (Q1): 0.000
[Show dropped classes also](#)

Attendance By Day

Last Week		This Week		Absences		Tardies	
M	T	W	F	M	T	W	F
				0	0	0	0
Attendance Totals				0	0	0	0

Legend
 Attendance Codes: Blank=Present | 1=Absent | L=Late to school | T=Tardy | O=Out of school suspension | M=Medical excused | Q=Parent excused | F=Field trip | D=Death in Family | K=Court | N=Nurses office | E=Excused Tardy | H=Home Instruction | I=In school suspension | S=Testing | V=Vo-Tech | 7=Home Instruction | 4=KIV | S=Nurse-Sent student home | 6=Guidance Office | 3=Principal's Office | 2=Vice-Principal's Office |
 Citizenship Codes: P=Passing | D=Danger of Failing | F=Failing | M=Medical

6. While in *Grades and Attendance* you can click on a **teacher's name** to send an email to your child's teacher using your default email client.

William R. Satz Middle School - Holmdel Twp. Public School District

Grades and Attendance

Attendance

Exp	Last Week					This Week					Course
	T	W	H	F	M	T	W	H	F		
											Math 7D Turco, David
											Study/Res.-7 Aleksandrich, Kimberly
											Lunch Staff, CMS

Note: if you do not have a default email client set up on your PC, you can **right-click** on the teacher's name and select **Copy Shortcut**. Then create an email as you normally would, **right-click** in the **To:** field and then select **Paste**. Simply delete the **mailto:** portion of the text and you will be left with the teacher's email address.

- Your child's grades are listed on the **Grades and Attendance** page by teacher for each marking period, including the current period.

Course	Q1	Q2
Math 7D Turco, David	C 71 P	C 76 P
Study/Res.-7 Aleksandrich, Kimberly	A 90 P	D P
Lunch Staff, CMS		

Here, you can click on a particular **grade** that your child has earned. This will then take you to the **Class Score Detail** page.

- On this page you will be able to see all the factors used in the calculation of your child's grade.

Some **assignments** will appear as a **blue link**. Clicking this will give you the assignment's description.

PowerSchool - Microsoft Internet Explorer

Address: <https://powerschool.holmdelschools.org/guardian/asmtdescr.html>

Your child's name appears here
William R. Satz Middle School - Holmdel Twp. Public School District

Logout

PowerSchool

Grades and Attendance | Grades History | Attendance History | Email Notification | Teacher Comments | School Bulletin | Class Registration | My Calendars

Assignment Description

Teacher	Albert, Jessica
Course	Sci 7
Assignment name	Biomes Test
Description	Date given Nov 7

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Internet



9. Clicking on the **Grades History** button will take you to the *Grades History* page. Here you will be able to see your child's grades for completed marking periods.

The screenshot shows a web browser window titled "PowerSchool - Microsoft Internet Explorer". The address bar shows the URL: <https://powerschool.holmdelschools.org/guardian/termgrades.html>. The page content includes a navigation menu with icons for Grades and Attendance, Grades History, Attendance History, Email Notification, Teacher Comments, School Bulletin, Class Registration, and My Calendars. The main section is titled "Grade History" and displays a table for the Q1 marking period. The table lists courses, grades, percentages, and credits. A disclaimer is located below the table, and a "Print Page" button is in the bottom right corner.

Course	Grade	%	Cit	Hrs
Lang Arts 7D	C	72	P	0
Math 7D	C	71	P	0
P. E. 7	A	100	P	0
Sci 7	D	61	P	0
Study/Res.-7	A	90	P	0
U. S. History	C	77	P	0

DISCLAIMER: This system is provided as a convenience. Grades and other information provided by this system are not official records and may or may not be accurate. Neither this institution nor Pearson School Systems accepts any responsibility for information provided by this system and/or for any damages resulting from information provided by this system. For official grades and student records contact your school.

By clicking on a course's grade percentage you will be taken to the aforementioned *Class Score Detail* page (see step 7, above).



10. Clicking on the Attendance History button will take you to the Meeting Attendance History page.

Meeting Attendance History

Course	Expression	11/13-11/17							11/20-11/24							11/27-12/1							12/4-12/8							12/11-12/15							12/18-12/22						
		M	T	W	H	F	M	T	W	H	F	M	T	W	H	F	M	T	W	H	F	M	T	W	H	F	M	T	W	H	F												
Math 7D Turco, David 135 E: 9/6/2006 L: 6/24/2007	1(A) 2(A)	-																																									
Study/Res.-7 Aleksandrich, Kimberly 211 E: 9/6/2006 L: 6/24/2007	3(A)	-																																									
Lunch Staff, CMS MPR E: 9/6/2006 L: 6/24/2007	4(A)	-																																									
Sci 7 Albert, Jessica 103 E: 9/6/2006 L: 6/24/2007	5(A)	-																																									
U. S. History Moszkowski, Kurt 111 E: 9/6/2006 L: 6/24/2007	6(A)	-																																									
Lang Arts 7D James, Louisa 101 E: 9/6/2006 L: 6/24/2007	7(A) 8(A)	-																																									
P. E. 7 Gruskowski, Douglas 300 E: 9/6/2006 L: 6/24/2007	9(A)	-																																									

Course	Expression	12/25-12/29							1/1-1/5							1/8-1/12							1/15-1/19							1/22-1/26							1/29-2/2						
		M	T	W	H	F	M	T	W	H	F	M	T	W	H	F	M	T	W	H	F	M	T	W	H	F	M	T	W	H	F												
Math 7D Turco, David 135 E: 9/6/2006 L: 6/24/2007	1(A) 2(A)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-													
Study/Res.-7 Aleksandrich, Kimberly 211 E: 9/6/2006 L: 6/24/2007	3(A)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-													
Lunch Staff, CMS MPR E: 9/6/2006 L: 6/24/2007	4(A)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-													
Sci 7 Albert, Jessica 103 E: 9/6/2006 L: 6/24/2007	5(A)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-													
U. S. History Moszkowski, Kurt 111 E: 9/6/2006 L: 6/24/2007	6(A)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-													
Lang Arts 7D James, Louisa 101 E: 9/6/2006 L: 6/24/2007	7(A) 8(A)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-													
P. E. 7 Gruskowski, Douglas 300 E: 9/6/2006 L: 6/24/2007	9(A)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-													

Legend
Attendance Codes: Blank=Present | 1=Absent | L=Late to school | T=Tardy | O=Out of school suspension | M=Medical excused | Q=Parent excused
| F=Field trip | D=Death in Family | K=Court | N=Nurses office | E=Excused Tardy | H=Home Instruction | I=In school suspension | S=Testing | V=Vo-
Tech | 7=Home Instruction | 4=KIV | 5=Nurse-Sent student home | 6=Guidance Office | 3=Principal's Office | 2=Vice-Principal's Office

Here you will be able to see your child's attendance along with a legend at the bottom of the page for the various attendance codes used.

Legend
Attendance Codes: Blank=Present | 1=Absent | L=Late to school | T=Tardy | O=Out of school suspension | M=Medical excused | Q=Parent excused
| F=Field trip | D=Death in Family | K=Court | N=Nurses office | E=Excused Tardy | H=Home Instruction | I=In school suspension | S=Testing | V=Vo-
Tech | 7=Home Instruction | 4=KIV | 5=Nurse-Sent student home | 6=Guidance Office | 3=Principal's Office | 2=Vice-Principal's Office



11. Clicking on the **Email Notification** button will take you to the *Email Notifications* page.

You child's name will appear here
William R. Satz Middle School - Holmdel Twp. Public School District Logout

PowerSchool

Grades and Attendance
 Grades History
 Attendance History
 Email Notification
 Teacher Comments
 School Bulletin
 Class Registration
 My Calendars

Email Notifications

What information would you like to receive?

- Summary of current grades and attendance
- Detailed reports showing all assignment scores for each class
- Detailed report of attendance
- School announcements
- Balance Alert (Note: Will only be sent when a student is low on funds.)

How often?

Send now?

Email Address(es)
(separate multiple email addresses with commas)

[Submit](#)

This page allows you to set up an automated means of receiving email notifications to the email address of your choice. Once you have completed your choices and entered your email address, click [Submit](#).



12. Clicking on the **Teacher Comments** button takes you to the *Teacher Comments* page.

PowerSchool - Microsoft Internet Explorer

Address: <https://powerschool.holmdelschools.org/guardian/teachercomments.html>

You child's name appears here
William R. Satz Middle School - Holmdel Twp. Public School District Logout

PowerSchool

Grades and Attendance
 Grades History
 Attendance History
 Email Notification
 Teacher Comments
 School Bulletin
 Class Registration
 My Calendars

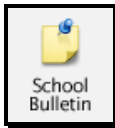
Teacher Comments

Exp.	Course	Teacher	Comment
1-2(A)	Math 7D	Turco, David	Work habits are improving.
3(A)	Study/Res.-7	Aleksandrich, Kimberly	
4(A)	Lunch	Staff, CMS	
5(A)	Sci 7	Albert, Jessica	
6(A)	U. S. History	Moszkowski, Kurt	
7-8(A)	Lang Arts 7D	James, Louisa	Achievement is satisfactory.
9(A)	P. E. 7	Gruskowski, Douglas	

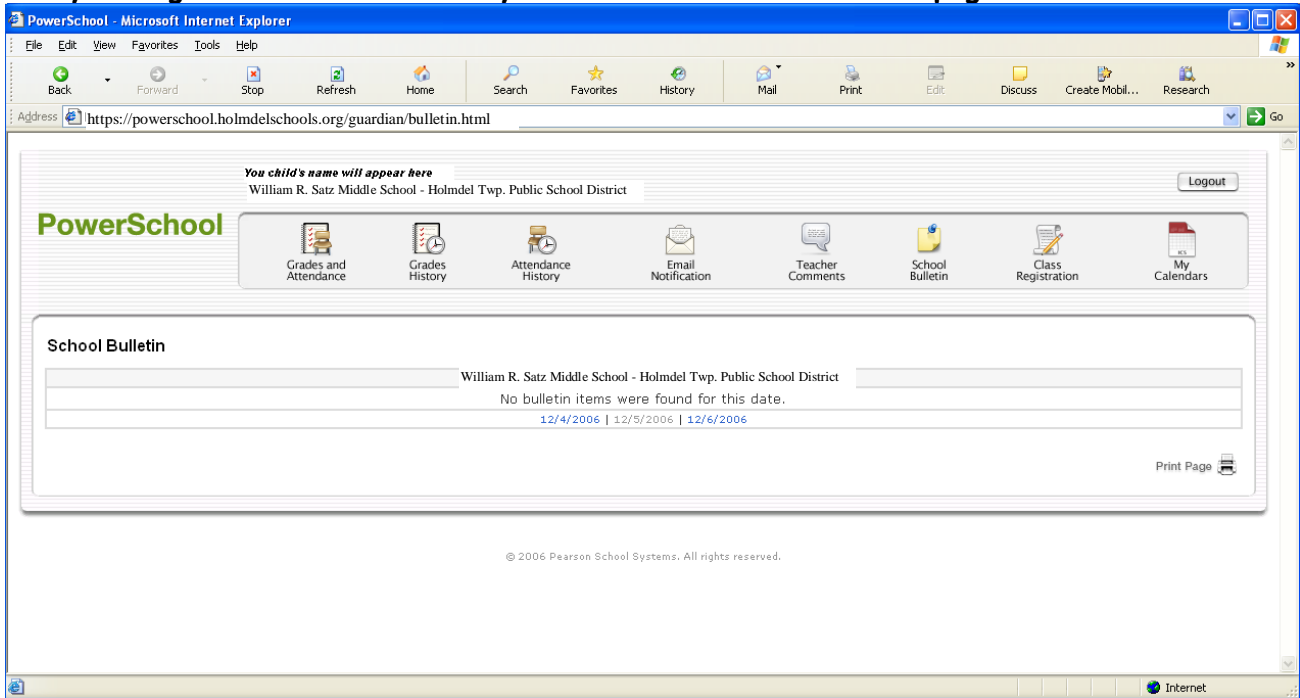
Print Page

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Here you can read comments made by your child's teacher and email that teacher as well (see step 5).



13. By clicking on the **School Bulletin** button you can access the *School Bulletin* page.



Check here often for news and information about your child's school.

At this point, the *Class Registration* and *My Calendar* sections are still being developed and are not covered in this document. However we invite you to explore the PowerSchool portal as much as you'd like. Remember that items in **blue** are links and clicking them will take you to more information about your child.

When you have completed visiting the PowerSchool Parent's Portal, click on the **Logout** button to end your visit.

Remember to check back with your child's school's bulletins often and don't forget to visit the **Holmdel Board of Education** district website at: <http://www.holmdelchools.org> for future developments and announcements.

* Note: Depending on your browser type and operating system screen images may seem slightly different than those you experience on your computer. However the features and icons will operate the same on all configurations.

** Choosing *Detailed reports showing all assignment scores for each class* will generate an individual email for **each** class. *Balance Alert* is not currently available.
We recommend setting the *How often* field to *Once a week* to allow time for all students' data to be updated.