

ParentsWeb Tutorial

For St. Rose of Lima Catholic School Parents



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1. Setting up your Parent Account

- Go to our St. Rose ParentsWeb [homepage](#).

English ▾

District Code:
SRL-TX

Username:
[]

Password:
[]

[Forgot Username / Password?](#)

Parent Student Staff

Log In [Create New ParentsWeb Account](#)

- Click create new ParentsWeb Account
- Enter the email address you have **on file with the school**.
- Access the email account and click the link to create your username and password. (You will receive a notification email from ParentsWeb with login instructions.)
- Type a username and password.
- Click Save username and/or password.

2. Logging into your Parent Account

- Return to our St. Rose ParentsWeb [homepage](#).
- Enter your username and password.
- Click Log in.

3. Navigating your ParentsWeb portal

Once you log in, ParentsWeb displays.

The screenshot shows the ParentsWeb portal interface with four main columns:

- Welcome:** Includes a user name field, a "Log Out" button, and a language dropdown set to "English".
- School Information:** A vertical menu with links for "School Home", "Calendar", "Directory", "Classes", "Resource Documents", and "Web Forms". Below this are expandable sections for "Student Information", "Family Information", and "Resources".
- Announcements:** Features a "Halloween Festival Costume Rules" announcement with a pumpkin icon and the text: "All students are welcome to wear costumes of Frida...".
- Today's / Tomorrow's Events:** A section with tabs for "Today" and "Tomorrow", currently showing no events.
- School Calendar: Dates to Note:** A table listing key dates and events.

Date	Event
11/19/2018	Thanksgiving Break
11/20/2018	Thanksgiving Break
11/21/2018	Thanksgiving Break
11/22/2018	Thanksgiving Break
11/23/2018	Thanksgiving Break
12/20/2018	2018-2019: Q2 End
1/3/2019	2018-2019: Q3 Begin
1/21/2019	Inclement Weather Day
2/18/2019	In Service Day
3/8/2019	2018-2019: Q3 End
3/11/2019	2018-2019: Q4 Begin
3/11/2019	Spring Break
3/12/2019	Spring Break

4. School Information

On the left you will see the School Information and links.

- Calendar – Events and academic dates noted
- Directory – a searchable school directory (parents and students)
- Classes – Links to your child(s) class pages (Note: Since Elementary and Pre-K students are in self-contained classrooms, most of the information from the teacher will be found in the Homeroom section.
- Resource Documents – the Handbook, links for helpful webpages, and all of this year’s Cardinal’s Corner issues
- Web Forms – Update your contact info, emergency contacts, and more for the school records
- Announcements – School wide announcements
- Student Information – More detailed information [below](#)
- Family Information – Another place to update your information

This is a duplicate of the screenshot above, showing the same ParentsWeb portal interface with navigation menus and content panels.

5. Student Information

Click Student Information on the left to see information by student.

- This family has two students A and B, tabs for each students. You are viewing the summary page for student A. Homework is displayed and a snapshot of grades on the right. By clicking the student B tab, you will see the summary page for student B.
- At the bottom right, any merits or demerits will be displayed for Middle School students.
- If you click on a subject link in the Grade box, it will take you to the homepage for that subject.

Welcome:

[Log Out](#) English ▾

School Information ▾

Student Information ▾

- [Student Home](#)
- [Grades](#)
- [Homework](#)
- [Behavior](#)
- [Medical](#)

Family Information ▾

Resources ▾

Student Information - Summary

A B

Weekly Summary page for | A

Homework By Date | By Subject

10/22/2018 - Monday

English -

Unit 6 Vocabulary Due Friday

Math -

Finish the Percent Fun Packet for homework tonight.

Print Details

Subject	Grade	Instructor
English	97	Lynch, Beth
Health	100	Vaden, Evan
Homeroom	97	Miller, Robert
Math	100	Miller, Robert
Religion	100	Kana, Esther
Science	100	DeHaven, Alexandra

Q1 Q2

This Week's Behavior

10/22/2018 - Monday

Failure to comply with teacher's reasonable request

If we click on English for student A, we see the English homepage.

- Announcements show on the bottom left. Upcoming class calendar events on the bottom right.
- There are tabs for each part of the English section: Class home (current view), Grade Book Report, Homework Assignments, Syllabus, Resources, and Photo Album.
 - If teachers would like you to visit a certain section, they will often direct you there from a post in announcements.

Class Sites

Select a Class: English (07 ENG-A)

English (07 ENG-A) - Class Home

Class: ENG-A
 Student: A
 Teacher: Lynch
 Phone:
 Email Address: blynch@stroselima.org

Announcements

10/20/2018 - Saturday
Week in review
 Students are busy working in groups to create a project for presentation. Each group will present the book they read in Literature Circle. They also worked on phrases and clauses in grammar. Week 5 Daily Grammar and Vocabulary are complete. We look forward to seeing all of you at the Halloween Festival.

10/16/2018 - Tuesday
Uniforms in the Cooler Weather
 As the cool weather arrives, the students need to

Calendar

No events found.

If we click on Grade Book for student A, we see the graded assignments by category for English.

- Depending on the grade level of the student, more or less details may show in the report.

Class Sites

Select a Class: English (07 ENG-A)

English (07 ENG-A) - Grade Book Report

Select a Term: Q2

Grade Book Student Progress Report

Student A	2018-2019	Lynch, Beth
ENG - A	Q2	PERCENT
English		
Classwork		Weight = 0.3
Assignment	Pts	Max Avg Status Due Curve Bonus Penalty Weight Note
Category Average	0	
Homework		Weight = 0.15
Assignment	Pts	Max Avg Status Due Curve Bonus Penalty Weight Note
Daily Grammar Wk 5	96.0	100.0 96.0 Valid 10/20 0.0 0.0 1.0
Category Average	96	

If we click on Homework Assignments, we will see the day's homework. .

- You can also choose a date on the calendar to see past or futures assignments.
- This section is not employed by all grade levels.

The screenshot shows the 'Class Sites' interface for 'English (ENG-A)'. The 'Homework Assignments' tab is selected. The page displays a weekly calendar view for the week of 10/21/2018. The assignments listed are:

Date	Day	Assignment	Print Icon
10/22/2018	Monday	Unit 6 Vocabulary Due Friday	Yes
10/23/2018	Tuesday	Unit 6 Vocabulary Due Friday	Yes
10/24/2018	Wednesday	Unit 6 Vocabulary Due Friday	Yes
10/25/2018	Thursday	Unit 6 Vocabulary Due Friday	Yes

If we click on Syllabus, we see the information being covered in class this week.

- Past weeks are listed on the left and can be easily accessed.

The screenshot shows the 'Class Sites' interface for 'English (ENG-A)'. The 'Syllabus' tab is selected. The page displays a weekly syllabus for the week of 10/21/2018. The syllabus topics listed are:

Topic	Print Icon
Homework Hall Guidelines	Yes
Week of September 10	Yes
Week of September 17	Yes
Week of September 24	Yes
Week of October 1	Yes
Week of October 8	Yes
Week of October 15	Yes
Week of October 22	Yes

Additional syllabus information for the current week:

- Reading: Present book projects Begin The Giver
- Grammar: Clauses
- Vocabulary: Unit 6
- Writing: St. Pius Academic Rally pieces

If we click on Resources, there may be documents listed on the left and links on the right.

Welcome:

[Log Out](#) English ▾

School Information

- [School Home](#)
- [Calendar](#)
- [Directory](#)
- [Classes](#)
- [Resource Documents](#)
- [Web Forms](#)

Student Information ▾

Family Information ▾

Resources ▾

Class Sites

A B

Select a Class: English (ENG-A) ▾

[Class Home](#) [Grade Book Report](#) [Homework Assignments](#) [Syllabus](#) **Resources** [Photo Album](#)

English (ENG-A) - Resources

Documents

No documents found.

Websites

- [Adopt a Beach Liability Release](#)
- [Adopt a Beach Sign up](#)
- [Vocabulary Practice-Go to Student and Family, choose Vocabulary Workshop Level B](#)

If we click on Photo album, there may be class pictures displayed.

Welcome:

[Log Out](#) English ▾

School Information

- [School Home](#)
- [Calendar](#)
- [Directory](#)
- [Classes](#)
- [Resource Documents](#)
- [Web Forms](#)

Student Information ▾

Family Information ▾

Resources ▾


Class Sites


A B

Select a Class: English (ENG-A) ▾

[Class Home](#) [Grade Book Report](#) [Homework Assignments](#) [Syllabus](#) [Resources](#) **Photo Album**


English (ENG-A) - Photo Album

 Other



Football team and cheerleaders (Class 07 ENG-A)

1 / 1 [Start](#) [Stop](#)



We can use the Select a Class drop down to see and select any of the student's other classes.

- Each class has the same six tab options to see grades, homework, etc.

The screenshot shows a school website interface. On the left is a sidebar with navigation menus: 'School Information' (School Home, Calendar, Directory, Classes, Resource Documents, Web Forms), 'Student Information', 'Family Information', and 'Resources'. The main content area is titled 'Class Sites' and has tabs for 'A' and 'B'. Under 'A', there is a 'Select a Class' dropdown menu with a list of classes: English (07 ENG-A), Art (MS ART-7), Band (MS BAND-A), CHOIR (MS Choir-A), English (07 ENG-A) (highlighted), Health (07 HEALTH-A), Homeroom (07 HR-A), Math (07 MATH-A), P.E. (MS PE-7), Religion (07 REL-A), Science (07 SCI-A), Social Studies (07 SOC STU-A), and Spanish (07 SPAN-A). Below the dropdown is a 'Class Home' tab and a 'Photo Album' tab. The 'Photo Album' tab is active, showing a photo of a football team and cheerleaders. Below the photo is the caption: 'Football team and cheerleaders (Class 07 ENG-A)'.

Moving on to student B, by clicking the tab with the name of your other child (if applicable) you can move through their courses the same way we did above.

- Since Elementary and Pre-K students are in self-contained classrooms, most of the information from the teacher (announcements, resources, syllabus, etc) will be found in the Homeroom section.

The screenshot shows a school website interface. On the left is a sidebar with navigation menus: 'School Information' (School Home, Calendar, Directory, Classes, Resource Documents, Web Forms), 'Student Information', 'Family Information', and 'Resources'. The main content area is titled 'Class Sites' and has tabs for 'A' and 'B'. Under 'B', there is a 'Select a Class' dropdown menu with the option 'Homeroom (07 HR-A)'. Below the dropdown is a 'Class Home' tab and a 'Photo Album' tab. The 'Class Home' tab is active, showing the 'Homeroom (07 HR-A) - Class Home' page. The page displays the following information: 'Class: 07 HR-A', 'Student: [redacted]', 'Teacher: Pellerin', 'Phone: [redacted]', and 'Email Address: spellerin@stroselima.org'. Below this is a section for 'Announcements' and 'Calendar'. The 'Announcements' section shows a date '08/17/2018 - Friday' and a message: 'For class announcements and focus skills for next week, please click on the "Syllabus" tab found above. Click on Resources for some helpful websites. Click on Photo Album for pictures of your child at school.' The 'Calendar' section shows 'No events found.'