Infinite Campus:
Navigating the Parent Portal

Newton Technology
Teach for Tomorrow

Always begin work by logging into the Infinite Campus Portal.
For more information, see the **Infinite Campus: Accessing Parent Portal** help guide.

1

Once logged in, parents will see the **Parent Home Screen**. It provides a brief attendance and assignment summary for all associated children. It also shows district announcements and recent messages.
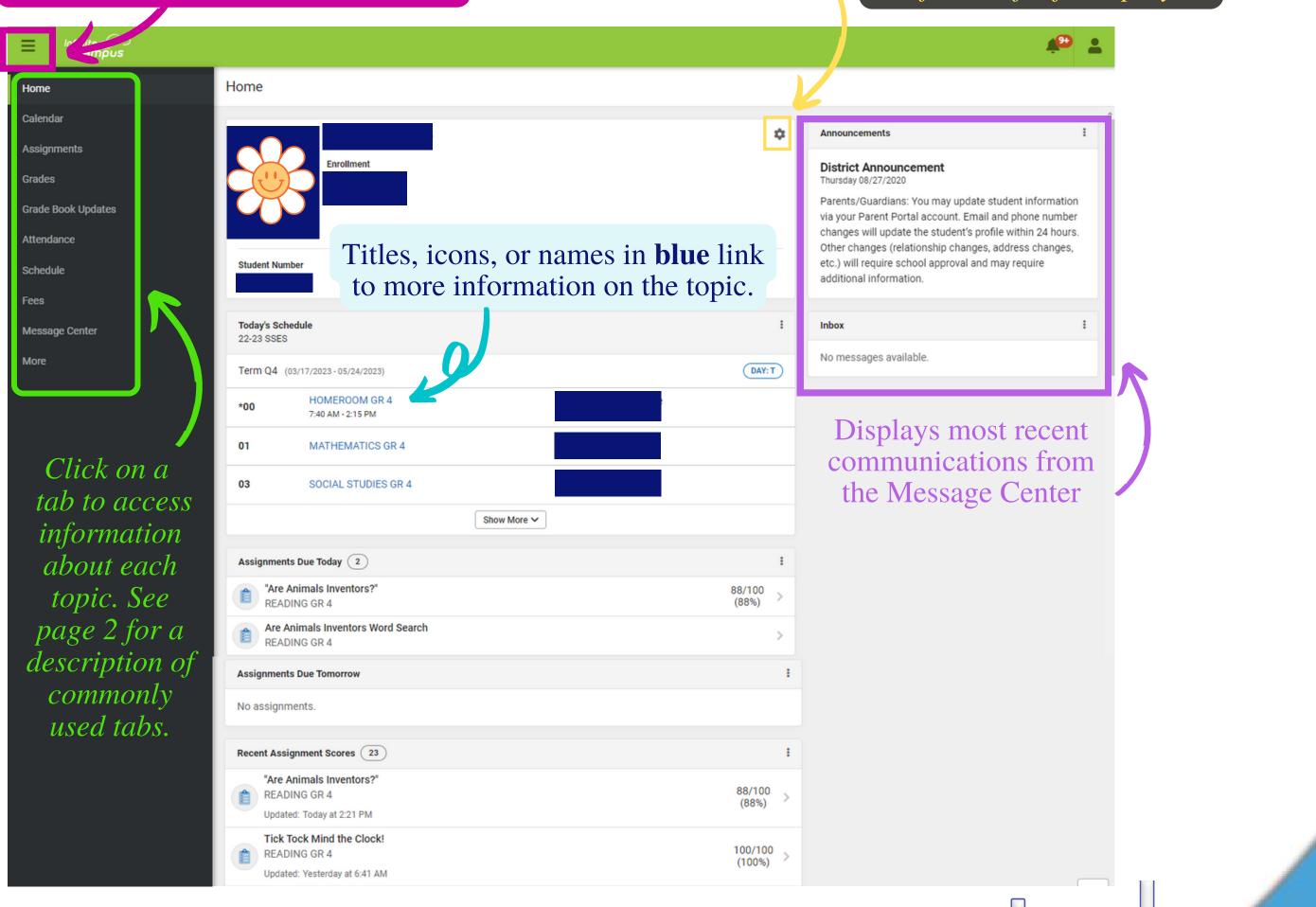
Click on a **Student Block** to access the Home Page for that student.

2

After clicking on a student, parents will see the student's **Home Screen**. It provides an overview of the student's updates and includes items needing attention, announcements, and messages.

Depending on the size of your screen, you may to need click this **Menu icon** show/hide the side bar.

*Click the **Settings Cog** to adjust the timeframe of info displayed.*

Titles, icons, or names in **blue** link to more information on the topic.

Click on a tab to access information about each topic. See page 2 for a description of commonly used tabs.

Displays most recent communications from the Message Center

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3 Commonly used tabs on the side bar include:

The **Calendar** displays data in 3 different modes: *Assignments, Schedule, & Attendance*. For *Assignments* and *Attendance* modes, dots appear below dates that have data.

Grades tab shows all student grades for all grading periods.

The **Assignment** tool collects all of the student's assignments with a focus on today. Click on an assignment to view more details.

Grade book Updates lists all of the assignments that have been scored/updated by the teacher within the last 14 days.

Attendance lists absences and tardies for the selected term. Click on a class to view the details

The **Schedule** tool shows the student's schedule for each term. Schedules are available for the whole year, all terms.

Home

Calendar

Assignments

Grades

Grade Book Updates

Attendance

Schedule

Fees

Message Center

More

Click **HERE** to access **NCSS Parent Connect: Infinite Campus** page.

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