

North Salinas High School



Home Access Center Instructions for Parents

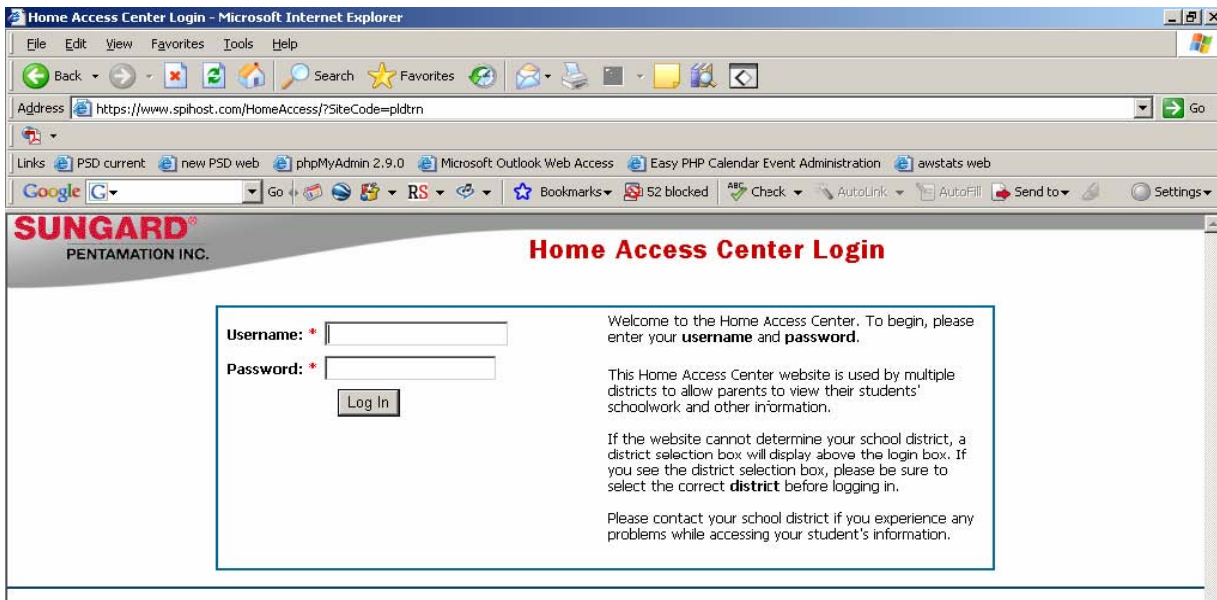
Home Access Center Instructions

You must obtain a user name and password from North Salinas High School to log in to Home Access Center. User names and passwords are mailed to the address of the student's guardian. Information regarding logins and passwords will not be provided by telephone.

1. Open your web browser.
2. Type the web address for North Salinas High School home page in the address bar
<http://www.salinas.k12.ca.us/sites/NSHS/Index.htm>
3. Click on the [Homeaccess](#) option.

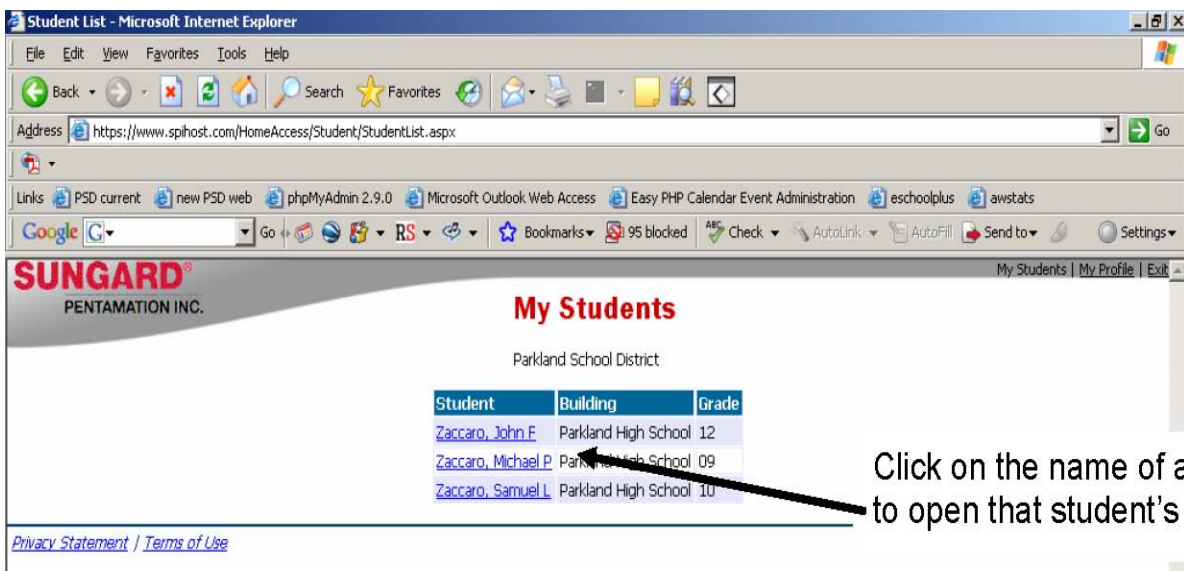
The screenshot shows the North Salinas High School website. The browser title is "Home Page for North Salinas High School - Windows Internet Explorer provided by SUHSD". The address bar shows the URL <http://www.salinas.k12.ca.us/sites/NSHS/Index.htm>. The page has a blue header with "North Salinas High School" and "Home of the Vikings" and a Viking mascot logo. Below the header is a blue bar with "Excellence in Education". A left sidebar lists navigation options: School Home Page, Principal's Message, Bell Schedule, Bus Schedule, Location, Activities, About, Athletics, Academic Performance Index, School Accountability Report Card, Student Learning Objectives, Statistics, Departments, Calendar, and Contact Us. The main content area has three sections: "Upcoming Events" with a list of school events, "Recent News" with a "SOBER GRAD" announcement, and "HOME ACCESS REVISITED!" with a message from Mr. Caresani. In the "HOME ACCESS REVISITED!" section, the link "Home Access Center" is circled in red, and an arrow points to it from the text "Click Here". Below this are sections for "SCHOOL SITE COUNCIL" and "SALINAS UNION HIGH SCHOOL DISTRICT CALENDAR". The Windows taskbar at the bottom shows the Start button, open windows, and the system tray with the time 11:07 AM.

4. The login screen opens.



5. Log in with the user name and password that was mailed to you from North Salinas High School.

6. The Home Access Center window opens. If you have more than one student in the schools using Home Access Center, the following screen appears.



- If you have one student to view, the first screen that opens after you log in is the **Daily Summary**. This shows today's class schedule and attendance information as well as any classwork for the week.

SUNGARD
PENTAMATION INC.

Jane A. Student
Orefield Middle School - Parkland School District

Daily Summary | Schedule | Attendance | Classwork | Interim Progress | Report Cards | Registration

Daily Summary for Thursday, March 29, 2007

No attendance information has been entered for this student today.

Period	Course	Description	Teacher	Room
1 (08:03 AM - 08:44 AM)	338 - 1	Algebra II	Friedberg, Marcia	122
2 (08:47 AM - 09:28 AM)	408G - 2	Science_GHP	Holdridge, Carla	126
3 (09:31 AM - 10:12 AM)	108G - 1	Lang_Arts_GHP	Evans, Darrin	118
4 (10:15 AM - 10:56 AM)	908 - 8	Technology Education	T. E. Staff, T. E. Staff	278
5A (10:58 AM - 11:28 AM)	900A - 1	Lunch "A"	STAFF	Caf
5B (11:29 AM - 11:59 AM)	518 - 5	French I	Skumin, Megan	35
5C (12:00 PM - 12:29 PM)	518 - 5	French I	Skumin, Megan	35
6 (12:32 PM - 01:13 PM)	208G - 2	Soc. St. GHP	Heavener, Patricia	123
7 (01:16 PM - 01:57 PM)	008 - 8	Phys Ed	Smelas, Tracy	Gym
8 (02:00 PM - 02:40 PM)	ACT - 1	Activity Period	STAFF	Hr

Classwork For This Week

There has been no classwork posted for this week.

- To see the student's schedule for the entire school year, click on the **Schedule** tab. Teacher names are email hot links. Clicking on the teacher's name will display email address on the bottom left corner.

2006 - 2007 Schedule

Course	Description	Periods	Teacher	Room	Days	Marking Periods	Building	Status
33E - 1	Algebra II	1	Friedberg, Marcia	122	1, 2, 3, 4, 5, 6	M1, M2, M3, M4	Orefield Middle School	Active
40EG - 2	Science_GHP	2	Holdridge, Carla	126	1, 2, 3, 4, 5, 6	M1, M2, M3, M4	Orefield Middle School	Active
118G - 1	Lang_Arts_GHP	3	Evans, Darrin	118	1, 2, 3, 4, 5, 6	M1, M2, M3, M4	Orefield Middle School	Active
71E - 8	Art	4	Feeser, Adrienne	277	1, 2, 3, 4, 5, 6	M1	Orefield Middle School	Active
70E - 8	Music	4	Zohn, Deborah	170	1, 2, 3, 4, 5, 6	M2	Orefield Middle School	Active
90E - 8	Technology Education	4	T. E. Staff, T. E. Staff	278	1, 2, 3, 4, 5, 6	ME	Orefield Middle School	Active
80E - 8	Family Consumer Science	4	F.C.S. Staff, F.C.S. Staff	159	1, 2, 3, 4, 5, 6	M4	Orefield Middle School	Active
90CA - 1	Lunch "A"	5A	STAFF	Caf	1, 2, 3, 4, 5, 6	M1, M2, M3, M4	Orefield Middle School	Active
51E - 5	French I	5B	Skumin, Megan	35	1, 2, 3, 4, 5, 6	M1, M2, M3, M4	Orefield Middle School	Active
20EG - 2	Soc. St. GHP	6	Heavener, Patricia	123	1, 2, 3, 4, 5, 6	M1, M2, M3, M4	Orefield Middle School	Active
00E - 8	Phys Ed	7	Smelas, Tracy	Gym	2, 4, 6	T1, T3	Orefield Middle School	Active
01E - 8	Health	7	Smelas, Tracy	31	2, 4, 6	T2	Orefield Middle School	Active
56E - 8	Information Technology	7	Christman, Dawn	158	1, 3, 5	S1, S2	Orefield Middle School	Active
ACT - 1	Activity Period	8	STAFF	Hr	1, 3, 4, 5, 6	M1, M2, M3, M4	Orefield Middle School	Active
93C - 1	Sports Club	8	Clark, Robert	Gym2	2	T1	Orefield Middle School	Active
937 - 2	Physical Fitness	8	Minarovic, Troy	FHSE2	2	T2	Orefield Middle School	Active
941 - 3	Weightlifting	8	Brown, Matthew	Fhse1	2	T3	Orefield Middle School	Active

2007 - 2008 Course Requests

9. The **Attendance** screen shows the student's daily attendance information. Use the mouse to hover over the color-coded blocks in the calendar to see details about the absence. View attendance for different months by navigating with the arrow icons **<< or >>**.

Use the arrow icons to navigate to "previous" or "next" month.

Using the mouse to hover over the red square in the calendar shows that this student was absent Period 5.

10. The **Classwork** tab shows the scores for tests, quizzes, homework and other assessments in the Gradebook program. The scores only appear if the teacher has published them. The student's average for all scored assessments is also shown in each course. Classwork can be filtered by course or marking period. After changing the marking period, the **Refresh View** button must be clicked to refresh the screen. Click on the name of the assessment to view notes and file attachments a teacher may have added to the assessment.

11. The **Interim Progress** tab shows the Interim Progress reports for the current year. The Interim Progress tab will not be available during the time teachers are inputting comments and grades until the Interim reports are sent home.

Select reports for previous marking periods by using the drop down arrows.

Use the Comment Legend to see descriptions of numeric comments above.

Course	Description	Period	Teacher	COM1	COM2	COM3	COM4	COM5
438 - 1	Human Biology	1	Fugazzotto, Melissa	C249	03	18	23	
026 - 1	Driver Ed	1	Reiffinger, Donald	D133	02	60	71	
9118LS - 7	St Skills 11 LS	4	McKee, Michelle	B210	01	80	61	
318 - 5	Basic Geometry	5	Goldstein, Melissa	B208	02	37	80	
136 - 2	English 3 APPL	6	Durishin, John	B221	03	66	73	
236 - 3	World Studies APPL	8	Bashore, Andrew	B216	01	10	12	
622 - 3	Personal Keyboarding	9	Walter, Lola	D222	04	21	69	

Comment	Description
01	Current average is above 85%.
02	Current average is 75 to 85%.
03	Current average is 60 to 74%.

12. The **Report Card** tab shows report cards for the current year. The Report Card tab will not be available during the time teachers are inputting comments and grades until the report cards are sent home.

Select reports for previous marking periods by using the drop down arrows.

Course	Description	Period	Teacher	Room	Att. Credit	Earn. Credit	MP1	MP2	MP3	MP4	FIN	COM1
338 - 1	Algebra II	1	Erickson, Marcia	122	0	0	A	A				026
4NAG - 2	Science, GHP	2	Holbridge, Carla	126	0	0	R+	A				012
108G - 1	Lang Arts, GHP	3	Evans, Darrin	118	0	0	A-	A				100
708 - 8	Music	4	Zohn, Deborah	170	0	0		A+			A+	100 078 038
718 - 8	Art	1	Fecor, Adrienne	277	0	0	A				A	
510 - 5	Trench, I	50	Skumin, Megan	05	0	0	A-	A				100
200G - 2	Soc. St. CLIP	6	Leavener, Patricia	120	0	0	D+	A				026 060
008 - 8	Phys Ed	7	Smelas, Tracy	Gym	0	0	A-					030 078 082
568 - 8	Information Technology	7	Christiani, Dawn	158	0	0	A+					030

Total Earned Credit: 0

Credit	Comment Legend
Current 0	012 Talks responsibility for independently learning
Semester 0	015 Performs well on tests
Cumulative 0	026 Completes all assignments

Use the Comment Legend to see descriptions of numeric comments above.

13. The **Registration** tab shows the student's current registration, contact and emergency information.

Orefield Middle School - Parkland School District

Registration Information

Student Name: [Redacted] Building: Orefield Middle School Grade: 08
 Birth Date: [Redacted] Gender: Male Language: [Redacted]
 House/Team: [Redacted] Calendar: Regular Calendar Residency: Resident
 Counselor: Poremba, Gregory Homeroom: 122 Homeroom Teacher: [Redacted]

Emergency Information

Doctor: [Redacted] Hospital: [Redacted]

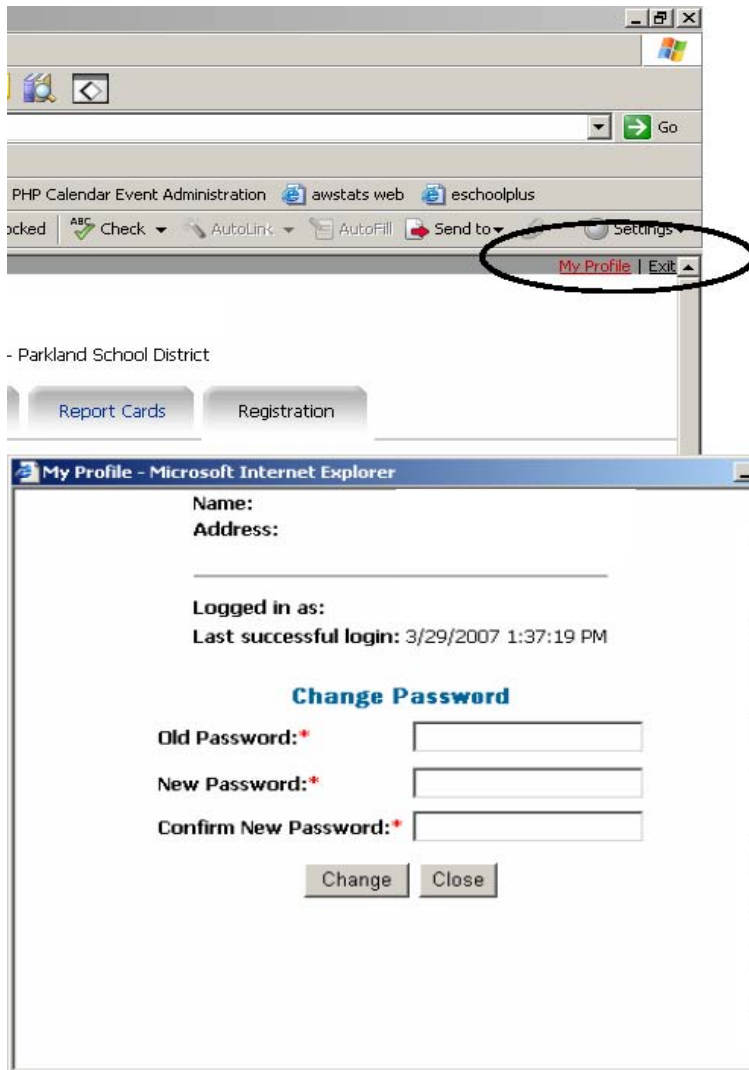
Insurance Information

Company: [Redacted] ID: [Redacted]
 Group: [Redacted] Subscriber: [Redacted]

Contact Information

Student Mailing Address	Student Address	Guardian	Other Contact	Emergency Contact
[Redacted]	[Redacted]	[Redacted]	[Redacted]	[Redacted]

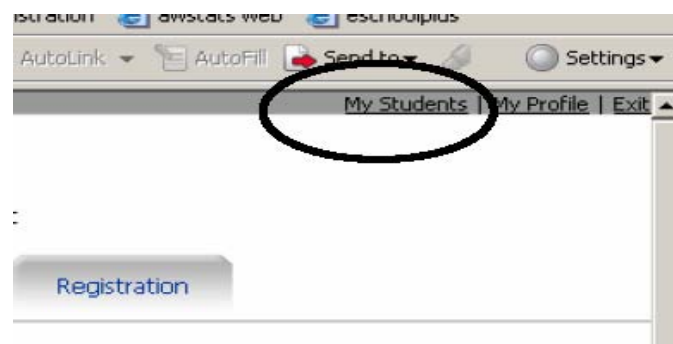
14. Changing your password.



Click on the **My Profile** link at the top right of your window. A new dialogue box opens.

The dialogue box shows your current information, login name, and time of your last successful login. To change your password, enter your current password in the **Old Password** box. Enter a new password in the **New Password** box. Type the new password again to confirm. **Note: Passwords must be at least 8 characters long.** Click **Change**. Click **Close**.

15. **Multiple Students** – When there is more than one student record available to view in Home Access Center, the initial login screen lists the students. Click on the name of the desired student to open that student's record. To view another student record while logged in, look for the **My Students** link at the top right of your window. Click on the link to show available student records. Click on the name of the student to open the records for that student.



Home Access Center Frequently Asked Questions

What if I forget my password or have difficulty logging in?

Contact Sara Becerra at 831.796.7535 or email sara.becerra@salinasuhsd.org

Passwords will be emailed if there is an email address for the guardian currently on record in Pentamation; otherwise, passwords will be mailed to the home address of the student's guardian. Passwords will **not** be given over the phone.

I have more than one student. Do I need separate accounts for each student?

Yes you will need a different account.

What if I have a question about my student's grades, assignments, interim progress report or report card?

Contact your student's teacher using the email links found on either the Schedule page, Interim Report or Report Card pages.

What if my child's information is incorrect on the registration page?

To correct or update information on the registration page, contact the North Salinas High School Registrar Cecilia Victoriano @ 831.796.7525.

What if my student's attendance information is incorrect?

Please contact the attendance office at 796-7523.

I do not see any information on the Interim Report / Report Card page.

Interim Reports and Report Card records are closed during the time teachers are inputting comments and grades until the time the interim reports or report cards go home.

What are the browser requirements for using Home Access Center?

Home Access Center can be viewed by the following browsers:

- Internet Explorer 5.5 or higher for Windows
- Internet Explorer 5.0 or higher for Macintosh
- Netscape Navigator 6.0 or higher
- Opera 6.0 or higher
- Safari 1.0 or higher
- Firefox 2.0 or higher for Windows