Welcome to the Plattsmouth Community Schools
New Campus Parent Portal

What is the Campus Parent Portal?
The Campus Parent provides access to information about your student's **attendance, grades, class assignments,** and more. Campus Parent is also used for online registration, and selected fee payments.

Who can access Campus Parent Portal?
A Campus Parent account is free to any parent and/or guardian with student(s) attending Plattsmouth Community Schools. Additionally, any adult with educational record rights to student information may obtain a Campus Parent account login. **Only guardians in a student's primary household are able to complete online registration.**
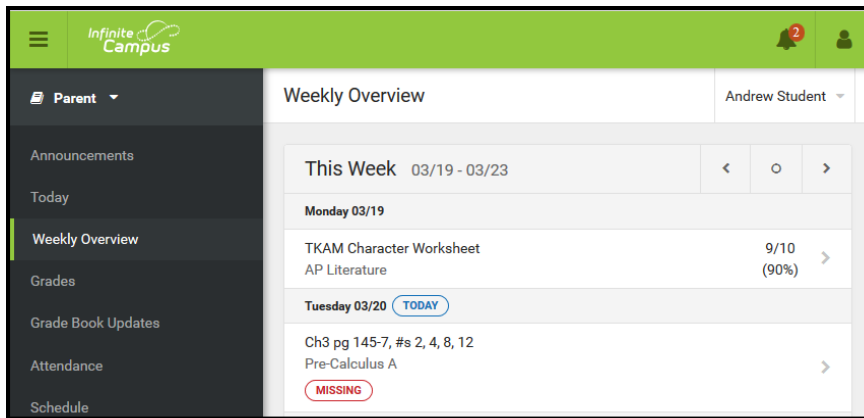
How do I obtain a Campus Parent Portal account?
You will need to contact your students school of attendance to get a
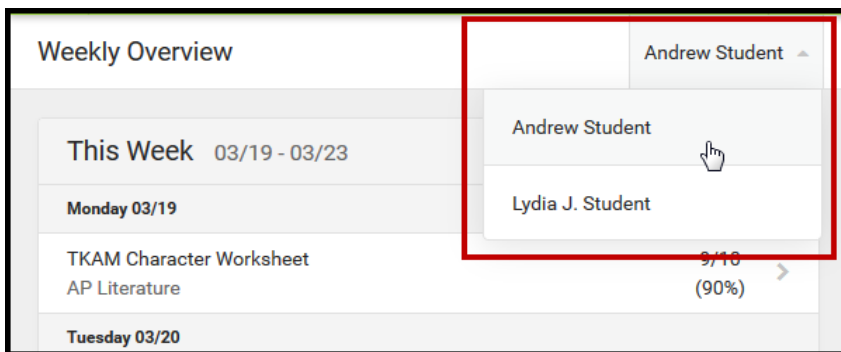
How do I log in?

Open an Internet Browser to: https://www.pcsd.org Select For Parents then Click on Infinite Campus Enter your **Campus Parent Portal** username and **password**.

How do I navigate the New Campus Parent Portal?

In the Campus Parent Portal, navigate between tools in the menu on the left. On mobile devices, this menu shrinks to a "hamburger" or "three bars" icon to save space.

Click the user icon in the top right to view Notification Settings. To switch to the previous Portal, click the Parent dropdown and select Portal.

If a tool is specific to a single student, such as Grades or Schedule, a student dropdown list displays in the top right corner. This dropdown list does not display for tools that are not student. Switch between students using the dropdown list in the corner.

Account Settings
Select the person next to the bell in the upper right hand corner of your screen.
Notification Settings - these notifications will alert you if your student has had a change to any of the items selected. The alert shows up as a number next to the bell in the upper right-hand corner.
Account Settings - Use to manage your account
- Change/set account security email - **IMPORTANT** - this will be used in the event you forget your password

- Change password

Contact Preferences - For each type of message (Emergency, Attendance, Behavior, General Notification, Priority Notification, Teacher) select how you prefer to receive that message. Some messages only go to the primary email.

Tools Available in the Campus Parent Portal

Tool Name	Description
Message Center	The Message Center includes announcements that are posted at a school or district level. Click *Show More* to display additional text for longer announcements. Announcements display based on the timeline set by the creator and cannot be deleted or archived. Additionally, the Inbox displays messages sent to the parent, including those from teachers.
Today	The Today view shows the selected student's schedule for the current day and lists any assignments due today or tomorrow. The schedule shows the times of the periods during the day and the student's courses, with the teacher's name and room assigned.
Weekly Overview	The Weekly Overview collects a selected student's assignments for the week in a simple, single page overview. Navigate to other weeks using the **Previous** and **Next** buttons (**<** and **>** on a mobile device), or click **Current** to return to the current week.
Assignments	The Assignments tool collects all of a student's assignments with the focus on today. Click assignments to view details and scroll to see previous and future assignments. Use the **Missing** and **Current Term** buttons at the top to filter assignments.
Grades	The Grades tool shows all of the grades earned by the selected student for all tasks (such as Trimester or Semester grades) and standards. Posted grades are displayed in bold, with In-Progress grades indicated as "In-progress." Where the grey arrow displays for a task or standard, click the task to view the Categories that contribute to the grade. Expand categories to view all included assignments.
Grade Book Updates	Grade Book Updates lists all of the assignments that have been scored or otherwise updated in the last 14 days. Click on the assignment or the course name to view details.
Attendance	The Attendance tool lists the absences and tardies for each period in the selected term. Navigate between terms using the options at the top.

Schedule	The Schedule tool shows the student's schedule for each term, including any day rotations. Schedules are shown for all terms. Each schedule includes the times of the periods during the day and the student's courses, with the teacher's name and room assigned. Click on the course name to view details.
Academic Plan - HS only	The Academic Plan displays the student's assigned Academic Program and the courses the student has planned to take in each school year. During the registration window students can add courses to their plan, and print their Course Plan and their Progress Report from here. Parents approve the Academic Plan. It is recommended that the Academic Plan be viewed on a larger device, if possible.
Fees	The Fees tool provides a list of all fees assigned to a student. Fees can include things like a lab fee for a science course, a fee for a field trip or the cost of an athletic activity. Fees that are still owed, have been paid, or were made void appear in this list, followed by the ongoing balance for these fees. The School Year dropdown list allows you to view fees assigned to the student according to the school year in which they were assigned.
Reports	The Reports tool collects files relevant to the student including learning documents such as IEPs and PLPs, a PDF version of the student's schedule, report cards and transcripts, and program participation. Click on an entry to view the file in PDF.
More - **ONLINE REGISTRATION IS FOUND HERE**	The More tab displays the following: **Address Information** for the student's household(s). **Course Registration**, where students can request courses for the next school year. **Family Information**, including contact information for family members. **Important Dates** such as holidays, late starts, and other school calendar events. **Lockers** assigned to the student with locations and combinations. - The **Meal Benefits** application **Online Registration**. The Quick Links section displays the websites for the districts and schools in which the student is enrolled. A link to Pay Fees Online is also available.

How do I contact a teacher?

An email link to a teacher is available under the course name in the **Schedule** window.

Did you know there is an IC Portal Mobile App?
The Infinite Campus Mobile Portal app is available from the App Store or Google Play beginning July 8, 2019.