parent connection
Northside Independent School District

Directions:

|	
Overview - **Step 1 - Click** the Parent Connection icon on the Northside Homepage. **Step 2 - Click** the CREATE ACCOUNT link. **Step 3 -** Fill **out** all your personal information and submit. **Step 4 -** Enter the verification code that is sent to your email.	**Step 5 - Click** the Add Student Link. **Step 6 -** Enter the student's ID number and pin number. **Step 7 -** Repeat steps 5 and 6 for each student you want to add to your account. **Step 8 -** Navigate Parent Connection by using links located on the left side of the page.
Step 1 - Click the **Parent Connection icon** located on the NISD Homepage at www.nisd.net.	
Step 2 - All users must sign in as NEW users upon their first Parent Connection visit for this school year. Click **Sign up for a new account.** After you set up an account, you will login using the username and password that you create.	
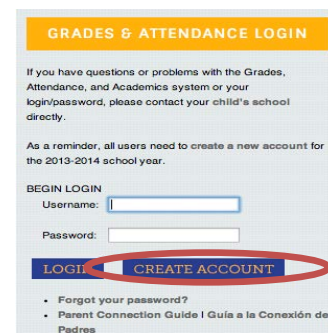
Step 3 - Fill out your personal information and **click Sign Up**. You must click the **Add Email** link to add a valid email address to your account. *Note: This does not change your information in the school office. If you move or change personal contact information, you must contact your student's school office to make those changes.*	
Step 4 - **IMPORTANT**: Enter the verification code that is sent to your email and click **OK**.	
Step 5 - Click **Add a student to my account**.	

Step 6 - Enter the Student's ID number, Campus, and **PIN**. Note: If your student does not know their student ID number, it can be obtained from the school office. The **PIN** number is the first four letters of the student's last name followed by the last four digits of the student's Social Security #. For example, smit1234. If the last name has fewer than 4 characters, use the numeral 9 to make 4 characters. For example, the last name Ye would be ye991234.

Step 7 - Repeat steps 5 and 6 for each student you want to add to your account.

Step 8 - Navigate Parent Connection by using the links located on the left side of the page. Use the pull-down menu to switch between students.

Grades: Shows current grades for each course student is enrolled in.

Attendance: Shows current attendance.

Triggers: Can be set up to notify you if your student's grade drops below a grade you specify. Attendance triggers can also be set.

Curriculum Mgt: This takes you to the Curriculum Management System that contains historical Standardized Test information and grade information.

Manage Students: Add or remove students from your account.

My Settings: Change your personal information like your email address or change your password.
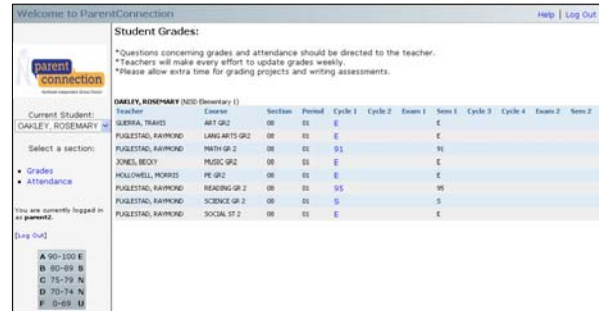
Click the **Grades** link and the student's grades will appear. If you have more than one student in your account, click the pull-down menu to select a different student.

Locate **Student Grades** for detailed information about student grades.
- Click one of the grades
- A detailed report will appear below the Student Grades. In this window you will see the categories such as Classwork and Assessments. You will also see the Assignments listed for each category. Next to the category name, you can tell how much weight the category is given.
  - 1* - the grades in this category count once
  - 2* - the grades in this category count twice
  - % - the grades in this category count as a percentage
- Click another grade to see its details.
- Click the Grades link on the left side of the window to remove a detail report
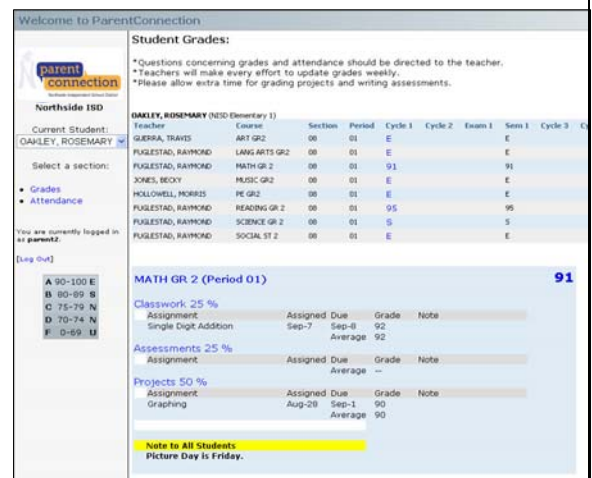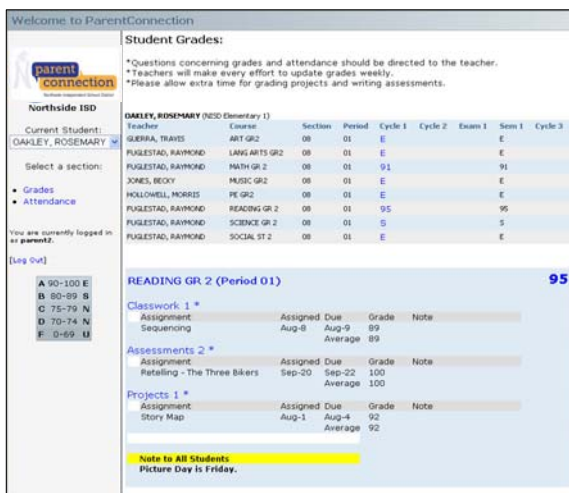
Locate **Student Attendance.**
Click the **Attendance** link to see the student's current attendance.

Locate **Triggers.**
Click the **Trigger** link and fill out the form. Parent Connection will send an email to the address you specified when you signed up for your account. If you need to change that email address, dlick the **My Settings** link to change it. *Note: You must set separate triggers for each child in your account.*

Locate **Curriculum Management.**
Click the **Curriculum Mgt** link to access standardized test, historical academic and attendance information for your child. Scroll down to **Standardized Test Results** [TAKS and other standardized assessment], **Enrollment & Academic Records** [school enrollment, total days absent, course enrollment and teachers, course credits and cycle grades] or **Disciplinary Incidents** [record of any disciplinary incidents entered for the student].
NOTE: Attendance data only reflects 2nd period attendance.

Note:

- Questions concerning grades and attendance should be directed to the teacher
- Teachers will make every effort to update grades weekly
- Please allow extra time for grading projects and writing assignments
- Ten minutes of inactivity will automatically time-out your session
- To send an e-mail, click the teacher's name

If you have questions or problems with the Parent Connection site or login/password, please contact your student's teacher or click on the webmaster link on the school's website.