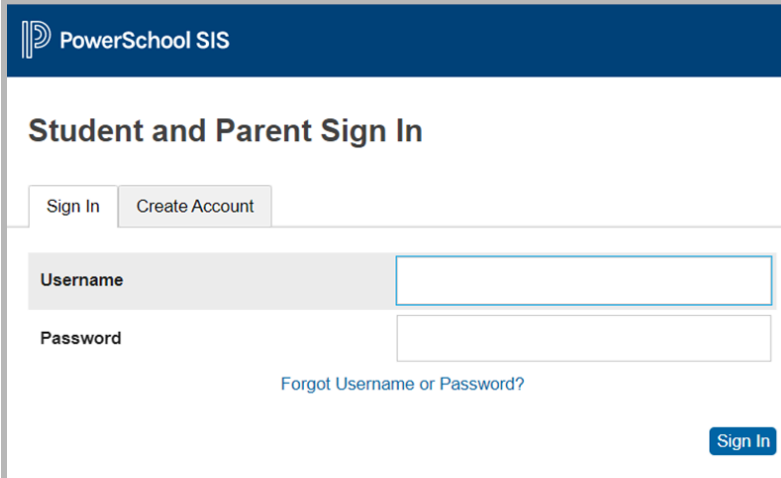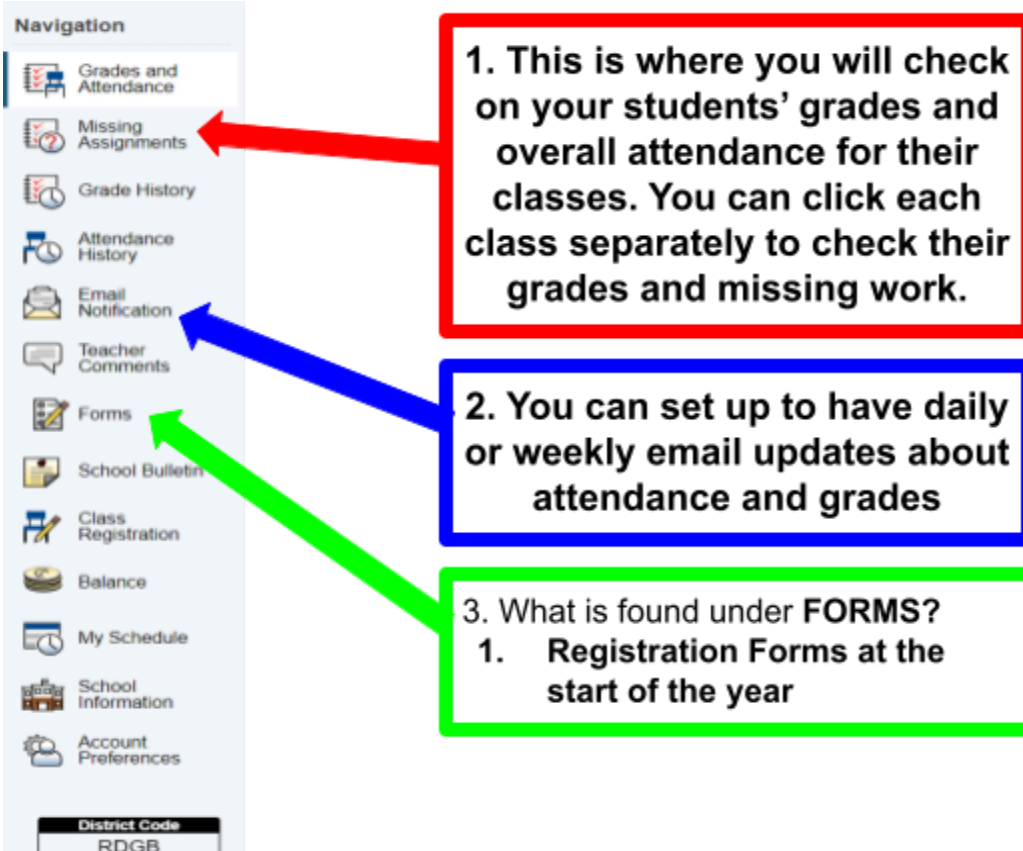# Parents' Guide to using PowerSchool

How do I sign into the Parent Portal?

1. Go to WHD website District 147
2. Click on PowerSchool Icon
3. Type in your username and password to sign in.

How to navigate in the Parent Portal

1. This is where you will check on your students' grades and overall attendance for their classes. You can click each class separately to check their grades and missing work.

2. You can set up to have daily or weekly email updates about attendance and grades

3. What is found under **FORMS**?
   1. Registration Forms at the start of the year

1. Grades and Attendance

This is where you can check (1) individual daily attendance, (2) the course name, and (3) the grade in the class. If you click the grade in the class (3), it will show you individual assignment grades, including missing assignments.

2. Email Notifications

You can set this up to have automatic email notifications sent to your email on the account or add additional email addresses.

3. Forms

General Forms If they are completed, it will say "submitted," if they are NOT completed, it will say "Not Started"