

How to Use ParentConnection

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WELCOME PARENTS!

This job aid will help you find and log into ParentConnection, and step you through some of the features that make ParentConnection a great way to track you child's progress and help them continue to excel at Muirlands Middle School.

COMPUTER REQUIREMENTS

You can get to ParentConnection with the following Computer and software:

- A Windows computer running XP, Vista or Windows 7, or an Apple running Mac OS 10.2 or above.
- A DSL or cable connection to the internet.
- Any one of the following web browsers:
 - Internet Explorer version 6.0 or above
 - Firefox version 2.0 or above
 - Chrome version 2.0 or above
 - Safari version 2.0 or above

FINDING PARENTCONNECTION & LOGGING IN

Step 1

To access ParentConnection, please go to the Muirlands Middle School web site: <http://muirlandsms.org> and click on **ParentConnection** in the "Quick Links" or under the "Academics" navigation bar. Alternatively, you may go directly to ParentConnection by entering the following address in you Internet browser: <https://dwa.sis.sandi.net/parentconnect> (notice the "s" after http).

The ParentConnection **Login window** will appear.

Step 2

Enter your **PIN:** _____
and **Password:** _____

Then, click **Logon**



*****IMPORTANT:** You must allow pop-ups for this site in your Internet web browser.

CHANGING YOUR PASSWORD

First-Time Visitors - You Can Change Your Password

If this is your first time accessing ParentConnection, you may want to change your password.

Step 1

Click on **Account** at the top right of the page.



The **Account Maintenance** window appears.



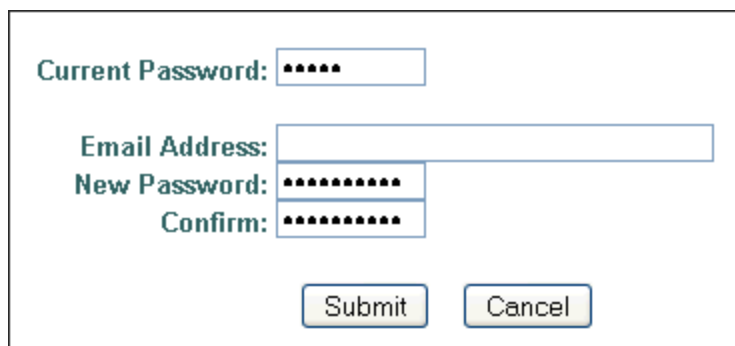
Step 2

Enter your **Current Password** for authentication.

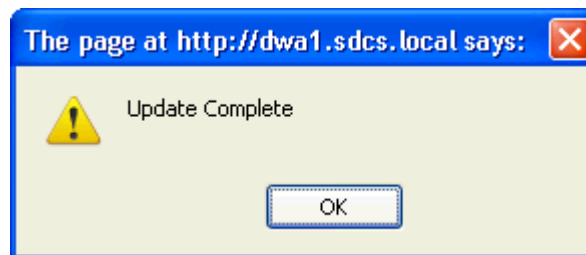
Type in your **New Password**.

Type it again in the **Confirm** field.

Click the **Submit** button.



The **Update Complete** window pops up. Click **OK**.



Once you click **OK**, you're returned to the **ParentConnection** main page.

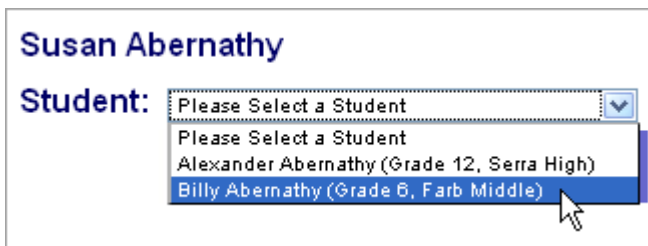
If you forget your password, please contact our site tech, Sandy Rodriguez, at (858) 459-4211 ext. 177 or srodriguez2@sandi.net. She will reset your password to your original one.

If you forget your PIN, you will have to come to the Office with a photo ID.

USING PARENTCONNECTION

Step 1

If you have more than one child at a school with ParentConnection, select which child's information to access via the Student drop-down menu at the left.



Step 2

You access your child's information by clicking on the links on the left column.

- [News](#)
- [Demographics](#)
- [Contacts](#)
- [Schedule](#)
- [Attendance](#)
- [Assignments](#)
- [Transcript](#)
- [GPA](#)
- [Behavior](#)
- [Health](#)

News - This page allows you to access school-wide and class-specific announcements.

Demographics – The demographic data on your child. You may want to review this page to be sure that the school has the most up-to-date information. You can click on the *E-mail school personnel* link at the bottom if you have questions or changes.

Contacts – This page lists your child's contact information, including parent or legal guardian, and Emergency Contacts. Here again, you may wish to review this information to be sure that the school has the most up-to-date information.

Schedule – This page lists your child's current class schedule.

Attendance – This page contains any pertinent information regarding your child's attendance. Again, you can click on the *E-mail school personnel* link to e-mail school attendance personnel.

Assignments – *You will only be able to view the gradebooks of teachers who are currently using the Zangle Gradebook program.* Here you can view your child's progress in their classes. This page defaults to showing the most current assignments. If you click on **Show All Assignments** in the upper-left corner, you can see all assignments. Items in **red** are missing assignments.

Marks – This page includes the current Progress Report grades.

Transcript – This page includes only Semester grades for classes taken in Middle, Jr. High, and High Schools. If your student attended elementary school for 6th grade, his/her grades may not show up on the transcript.

Behavior – Here you will see any major behavior incidents involving your student for the school year. If you click on "Show All Behavior" in the upper left corner, you will see all incidents.

Health – This page includes health notifications concerning your child, such as allergies or medications that must be taken, any health incidents that required school intervention for the school year, and inoculation information.