

HAC Sample Screens

The guardians and students use their web browser to click on the Home Access Center link from the district's web site. The HAC 4.0 URL is: <http://hac40.esp.k12.ar.us> Screens shown on the following pages may differ from district to district depending on the setups selected.

Change student

If associated with multiple students, the parent/guardian can switch to a different student by using the steps below:

1. In the Home Access Center banner, click **Change Student**.
2. On the Choose Your Student pop-up, select the student to display.
3. Click **Submit**.

Choose Your Student ✕

Andrew Bradley
Building: 16 Grade: 12

Ashleigh Bradley
Building: 16 Grade: 10

Once the guardian or student has entered the Home Access Center area, the default "Starting Page" will display. Guardians can return to this screen by selecting **Home** from the icon at the top.

Week View

Sungard Training District
Home Access Center

Melinda Bradley | Help | Logoff

Ashleigh Bradley
[Change Student](#)

Home
Attendance
Classes
Grades
Student Support
Registration

Week View
Calendar
School Links

Today's News

04/01/2016 - IPR 4/15/2016 - Interim Progress Reports will be sent home and also available on-line, April 15, 2016.

⏪
⏩
Monday April 11, 2016 - Friday April 15, 2016

Class	Current Average	Monday 04/11		Tuesday 04/12		Wednesday 04/13		Thursday 04/14		Friday 04/15	
		Day: M	Day: M	Day: T	Day: T	Day: W	Day: W	Day: R	Day: R	Day: F	Day: F
Biology <small>(310 - 1) Per: 1 Mr. Herda</small>		Absent									
English 2 <small>(110 - 1) Per: 2 Mr. Moore</small>	97.37	Absent		Notes check 10/10		Chapter 3 Quiz 9/10					
CAD 1 <small>(722 - 2) Per: 3 Mr. Huynh</small>		Absent									
Geometry <small>(410 - 1) Per: 5 Mr. Filoon</small>		Absent									
Accounting <small>(742 - 2) Per: 6 Mr. Makya Ish-duoh</small>		Absent									
Spanish 2 <small>(502 - 1) Per: 6 Mr. Moore</small>		Absent									
US History <small>(210 - 2) Per: 7 Mrs. Akua</small>	96.92	Absent						Chapter 3 Review 25/25			

Home Access Center
a PLUS 360 Application

© 1990 - 2016 SunGard Public Sector Inc. All Rights Reserved.

Privacy Policy
Terms of Use



Home

Week View

View class schedules

- To view your student's class schedule for a specific day of the week, click the day's link above its column. For example, to display Monday's classes on the Schedule window, click Monday. The window lists periods, times, courses, teachers, and rooms.
- To view your student's complete schedule, click **View Full Schedule** to display the Schedule page. Besides the schedule of all courses in the current school year, the page lists requests for the next school year. For more information, refer to the Classes > Schedule Page topic.

Attendance from the Week View screen is View Only.

View other weeks

- To display the week view for other weeks, use the  arrows to navigate forward or backward a week at a time. To return to the current week, click **Today**.

Display course work for the current average

- Current average displays a column, if configured by the district.
- To display assignments and scores associated with an average, click the average's link.

Display course details

- To view additional details on a course, click its description link in the Class column to display the Course window. The window lists the course, building, department, teacher, room, class periods, days, and marking periods. The course's description pulls from the Course Catalog.

Display detail for assignments

- Shows student score/total points.
- To view additional details on an assignment, click its description link to display the Assignment (untitled) window. The window lists the course, assignment, category, dates assigned and due, total points, weight, extra credit, and description. Position the mouse pointer on an assignment to display a summary of the assignment data in a tooltip. **Note:** If an attachment exists, it is signified in the tool tip and can be accessed through the link. If appropriate, the window also displays scores and competency information.

Display detail for discipline alerts

- If a discipline incident involving your student is recorded during the current week, an alert link displays in the date span area at the top left of the page. To view details on the incident, click the link to display the Discipline page. Look for incidents that occurred in the current week, and then click the applicable Incident link to display the Discipline Incident Detail window.

Send an email to a course's teacher

- To send an email to a teacher, click the teacher's name in the class column, if the name appears as a link. Your email window displays with the teacher's address inserted in the To box.

Calendar

The calendar displays a month-view of the student's scheduling and assignment information, as well as activities and events. Checkboxes are provided for configuring the type of information that displays, while buttons are included for changing the calendar to a daily or week view. Previous and future months can also be displayed.

The screenshot shows the 'Calendar' view for November 2015. The interface includes a navigation bar with 'Week View', 'Calendar', and 'School Links' tabs. A left sidebar contains filter sections for 'Filters', 'Calendars', and 'Values'. The main calendar grid shows dates from Monday, November 2nd to Saturday, November 7th, with various assignments and events displayed as blue boxes.

Mon	Tue	Wed	Thu	Fri	Sat
2	3	4 Sentence structure (110-1)	5	6 Chapter 5 Questions A (110-1)	7
9	10 Classwork 1 (210-2)	11	12 Field Trip (BC)	13	14
16	17	18	19	20	21
23	24	25	26	27	28
29	30	1	2	3	4
					5

Filters

- Assignments
- Events

Calendars

- Activity
- Course
- Competency
- Homeroom

Values All

Activity

- Beta Club
- Varsity Volleyball

Course

- Biology (310-1)
- English 2 (110-1)
- Visual Basic (721-2)
- CAD 1 (722-2)
- Spanish 2 (502-1)
- Geometry (410-1)
- Accounting (742-2)
- US History (210-2)

Homeroom

- 118



Attendance

Month View - Displays a month-view of the student's attendance that can be toggled to access all months within the current school year. A color legend identifies the type of attendance displayed. Navigate from month to month by using the arrows. Hovering over a date will display detail attendance information.

Month View

Alert me when attendance is entered for my student

<< **October 2015** >>

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Color Legend

- Out of School Suspension
- Nurse Code
- Tardy
- School Business
- In School Suspension
- Multiple Attendance Codes
- State
- Excused Absence
- Absent
- Unexcused Absence
- Present
- School Closed



Classes

Classwork

Displays course assignments, including the dates assigned, due dates, categories, potential points, scores and any attachments for the Gradebook assignments available in a class. **Note:** If an attachment exists, it is signified in the tool tip and can be accessed through the link. If appropriate, the window also displays scores and competency information.

- Two views have been provided for assignments. Switch the view by clicking the appropriate button:
 - **Quick View** - Displays basic assignment information to help you get an at-a-glance view of upcoming assignments and how your student scored on completed assignments.
 - **Full View** - Displays additional fields related to averaging assignment scores so more detail about your student's average for the class can be viewed.
- The RC Run, Classes to view, and Order can be changed from the drop down menu and then click **Refresh View**.
- Teachers can select whether an assignment and its score should be published for HAC. However, unpublished assignments may be included in the student's averages for a course.
- All Areas of the screen can be opened/closed by selecting Expand All or Collapse All. Each area can be expanded or collapsed by using the applicable **+** or **-** symbol. Collapse All displays a good view of each class average.

Classwork | Schedule | Requests

Collapse All | Full View

View Classwork for Report Card Run 2 Refresh View

Show (All Classes) | Order by Class

Alert me if my student receives a course average below % or above %.

Alert me if my student receives an assignment average below % or above %.

110 - 1 English 2 Current 9wk Average 96.25%

Date Due	Date Assigned	Assignment	Category	Score	Total Points
11/06/2015	11/04/2015	Chapter 5 Questions A	Homework		10.00
11/04/2015		Sentence structure	Classwork	24.00	25.00
10/30/2015		Chapter 4 Test	Test	100.0	100.00
10/28/2015		Chapter 4 Review	Classwork	23.00	25.00
10/26/2015		Reading with emphasis	Participation	9.50	10.00
10/23/2015		Chapter 4 Quiz	Quiz	9.00	10.00
10/20/2015	10/19/2015	Chapter 4 Questions B	Homework	10.00	10.00
10/20/2015		Notes check	Classwork	10.00	10.00

210 - 2 US History Current 9wk Average 0.00%

Date Due	Date Assigned	Assignment	Category	Score	Total Points
11/10/2015	11/10/2015	Classwork 1	Classwork		100.00

[310 - 1 Biology](#)

[410 - 1 Geometry](#)

[502 - 1 Spanish 2](#)

[721 - 2 Visual Basic](#)

[742 - 2 Accounting](#)

Schedule

Displays the student's schedule for the entire year. Dropped courses may also be displayed. The user can also select to display the list of requests for the next school year in a separate section at the bottom of the page. Links are provided for viewing detailed course information and sending emails to teachers.

Classwork | **Schedule** | Requests

Course	Description	Periods	Teacher	Room	Days	Marking Periods	Building	Status
310 - 1	Biology	1	Mr. Herda	107	M, T, W, R, F	M1, M2, M3, M4	Building 16	Active
110 - 1	English 2	2	Mr. Moore	118	M, T, W, R, F	M1, M2, M3, M4	Building 16	Active
721 - 2	Visual Basic	3	Mr. Huynh	110	M, T, W, R, F	M1, M2	Building 16	Active
722 - 2	CAD 1	3	Mr. Huynh	110	M, T, W, R, F	M3, M4	Building 16	Active
502 - 1	Spanish 2	4	Mr. Moore	118	M, T, W, R, F	M1, M2, M3, M4	Building 16	Active
410 - 1	Geometry	5	Mr. Filoon	102	M, T, W, R, F	M1, M2, M3, M4	Building 16	Active
742 - 2	Accounting	6	Mr. Makya Ish-duoh	201	M, T, W, R, F	M1, M2, M3, M4	Building 16	Active
210 - 2	US History	7	Mrs. Akua	101	M, T, W, R, F	M1, M2, M3, M4	Building 16	Active

2016 - 2017 Course Requests

Course	Description	Request Type
111	English 3	Regular Request
211	World History	Regular Request
311	Chemistry	Regular Request
411	Algebra 2	Regular Request

Requests

Course Requests by Subject Area

Classwork Schedule Requests			
Course Status Key: Required Locked Incomplete Prerequisite Alternate Request			
Course Requests - 2016-17 - Building 16 - Grade 10			
Subject Area	Course	Credits	Alternate Credits
Skilled/Tech - Medical Professions POS (SKMED)		Edit	
English (EN)		Edit	
	English 3 (111)	1.0000	
English (EN) Total :		1.0000	0.0000
Social Studies (SS)		Edit	
	World History (211)	1.0000	
Social Studies (SS) Total :		1.0000	0.0000
Oral Communications (OC)		Edit	
Electives (EL)		Edit	
Science (SC)		Edit	
	Chemistry (311)	1.0000	
Science (SC) Total :		1.0000	0.0000
Mathematics (MA)		Edit	
	Algebra 2 (411)	1.0000	
Mathematics (MA) Total :		1.0000	0.0000
Fine Art (FA)		Edit	



Grades

IPR

Displays the student's most recent interim progress report, including courses, marks, absences, and comments for an IPR run based on information in the IPR data warehouse. If comments were entered for the student, a comment legend displays below the course information. In addition, the user can select to view any previous IPR run for the current year for which the data warehouse is available.

IPR
Report Card
Transcript

Interim Progress Report For Friday, September 11, 2015

View the Interim Progress Report for 09/11/2015 ▼

I would like to receive an Interim Progress alert when it becomes available.

Course	Description	Period	Teacher	Room	IPR	ABSE	CM1
310 - 1	Biology	1	Mr. Herda	107		3	
110 - 1	English 2	2	Mr. Moore	118	95	3	12
721 - 2	Visual Basic	3	Mr. Huynh	110		3	
502 - 1	Spanish 2	4	Mr. Moore	118		3	
410 - 1	Geometry	5	Mr. Filoon	102		3	
742 - 2	Accounting	6	Mr. Makya Ish-duoh	201		3	
210 - 2	US History	7	Mrs. Akua	101		3	

Comment Legend

Comment	Description
12	GOOD ATTITUDE

Report Card

Displays information from the student's most recent report card run. If available, other Reporting Periods may be selected from the drop down menu. The page lists marks, comments, and absences related to the student's courses or competencies.

Dependent on the building's HAC configuration, additional information can include the sum of earned credits for the report card run, class rank, and current, semester, and cumulative credits and GPAs. If comments were entered for the student, a comment legend appears below the report card information. In addition, the user can select to view any previous report card run for the current year for which the data warehouse is available. A Print option may display for printing the report card.

IPR
Report Card
Transcript

Report Card For Reporting Period 2

View the Report Card for Reporting Period 2

I would like to receive a Report Card alert when it becomes available.

[Print](#)

Course	Description	Period	Teacher	Room	Att.Credit	Em.Credit	MP1	MP2	EXM1	SEM1	MP3	MP4	EXM2	SEM2	CIT	ABS
310 - 1	Biology	1	Mr. Herda	107	1.0000	0.5000	80	80	80	80						0
110 - 1	English 2	2	Mr. Moore	118	1.0000	0.5000	85	85	85	85					13	0
721 - 2	Visual Basic	3	Mr. Huynh	110	0.5000	0.5000	100	100	100	100						0
722 - 2	CAD 1	3	Mr. Huynh	110	0.5000	0.0000										0
410 - 1	Geometry	5	Mr. Filoon	102	1.0000	0.5000	90	95	100	95						0
502 - 1	Spanish 2	6	Mr. Moore	118	1.0000	0.5000	100	100	100	100						0
742 - 2	Accounting	6	Mr. Makya Ish-duoh	201	1.0000	0.5000	85	85	85	85						0
210 - 2	US History	7	Mrs. Akua	101	1.0000	0.5000	95	95	95	95						0

Total Earned Credit: 3.5000
Rank in Class: 1 /

Credits and GPA		
	Credit	GPA
Current	3.5000	3.5714
Semester	3.5000	3.5714
Cumulative	21.0000	1.6552

Honor Roll Message

Congratulations on making the Semester A/B Honor Roll!
 Congratulations on making the 9 WKS A/B Honor Roll!

Comment Legend	
Comment	Description
13	HARD WORKER

Transcript

Displays the student's transcript information based on the Transcript data warehouse. If the district has defined multiple views for transcripts to group courses differently (Yearly, Term, Report Card Run, or Subject Area), the user can select the view to display.

The following items also can display, depending on how the view is set up: sum of credits for the course group, GPA for the course group, and the GPA and class rank for the selected GPA type.

IPR					Report Card					Transcript														
Group Courses By: Year																								
Year: 2012-13					Grade: 09					Year: 2013-14					Grade: 10									
Building: Building 16										Building: Building 16														
Course	Description	SEM1	SEM2	Credit	Course	Description	SEM1	SEM2	Credit	Course	Description	SEM1	SEM2	Credit	Course	Description	SEM1	SEM2	Credit					
723 - 2	Software Applications		A	0.5000	210 - 1	US History	A	A	1.0000	721 - 1	Visual Basic	A		0.5000	310 - 1	Biology	A	A	1.0000	410 - 1	Geometry	A	A	1.0000
309 - 2	Earth Science	A	A	1.0000	722 - 1	CAD 1		A	0.5000	742 - 2	Accounting	A	A	1.0000	502 - 1	Spanish 2	A	A	1.0000	110 - 2	English 2	B	A	1.0000
109 - 2	English 1	A	A	1.0000																				
409 - 2	Algebra 1	A	A	1.0000																				
741 - 1	Keyboarding	A		0.5000																				
501 - 1	Spanish 1	A	A	1.0000																				
209 - 1	World Cultures	A	A	1.0000																				
659 - 2	Health		A	0.5000																				
609 - 2	Physical Education	A		0.5000																				
GPA: 4.0000 Total Credit: 7.0000					GPA: 3.9286 Total Credit: 7.0000																			
Year: 2014-15					Grade: 11					Year: 2015-16					Grade: 12									
Building: Building 16										Building: Building 16														
Course	Description	SEM1	SEM2	Credit	Course	Description	SEM1	SEM2	Credit	Course	Description	SEM1	SEM2	Credit	Course	Description	SEM1	SEM2	Credit					
311 - 2	Chemistry	A	A	1.0000	312 - 1	Physics	A		0.5000	112 - 1	English 4	A		0.5000	212 - 1	American Government	A		0.5000					
V100 - 1	Auto Body Repair	A	A	1.0000						412 - 1	Calculus	A		0.5000	900 - 1	Band	A		0.5000	743 - 2	Marketing	A		0.5000
411 - 2	Algebra 2	A	A	1.0000						830 - 1	Photography	A		0.5000										
211 - 1	World History	A	A	1.0000																				
V200 - 2	Cosmetology	A	A	1.0000																				
511 - 1	French 1	A	A	1.0000																				
111 - 1	English 3	A	A	1.0000																				
416000 - 1	Drama (.5)	A		0.5000																				
GPA: 2.5714 Total Credit: 7.5000					GPA: 4.0000 Total Credit: 3.5000																			
GPA Type		GPA		Rank																				
Cumulative GPA		3.5714		1 / 1																				



Student Support

Discipline - Displays all discipline incidents involving the student. Dependent upon the HAC Building Configuration, Discipline may be viewed for All Years or the Current Year by using the dropdown. The information includes the type of incident, category, location, date and time, and the student's role, such as offender, victim, or witness. Additional information on the incident can be viewed by clicking a link to display a popup window.

Discipline						
View Discipline by Year: All Years						
<input type="checkbox"/> Alert me when Discipline incidents are entered for my student (Limit Alerts to Specific Types of Discipline)						
School Year	Incident	Category	Building	Location	Incident Date/Time	Incident Role
2016	Disorderly Conduct		Building 16		12/2/2015 12:00:00 AM	Offender
2016	Insubordination		Building 16	Classroom	11/17/2015 12:33:00 PM	Offender
2016	Disorderly Conduct		Building 16	Lunchroom	10/23/2015 12:00:00 AM	Offender
2016	Insubordination		Building 16	Lunchroom	10/23/2015 12:00:00 AM	Offender
2014	Disorderly Conduct		Building 16		7/9/2015 12:00:00 AM	Offender
2014	Fighting		Building 16		8/30/2013 12:00:00 AM	Offender
2013	Disorderly Conduct		Building 16		9/1/2015 12:00:00 AM	Offender
2013	Disorderly Conduct		Building 16		7/3/2015 12:00:00 AM	Offender

Click on the **Incident link** (Incident Description) to view incident details.

Discipline Incident Detail				Close
Number:	504	Incident:	Disorderly Conduct	
Date:	12/2/2015	Time:		
Building:	Building 16	Category:	None	
Location:				
Reported To:	Assistant Principal			
Gang Related:	No			
Reported To Police:	No			
Date Reported:	N/A			
Police Department:	N/A			
Officer:	N/A			
Complaint Number:	N/A			

Click on the **Incident Role link** (Offender) to view the Discipline Incident Offender Detail.

Discipline Incident Offender Detail				Close
Number:	499	Incident:	Insubordination	
Date:	11/17/2015	Time:	12:33:00 PM	
Building:	Building 16	Category:	None	
Guardian Notified:	Yes			
Notify Date:	11/17/2015			
Notified By:	Letter			
Referred To:	No one			
Police Action:	None			
Offenses:	Disorderly Conduct			
Actions Taken:	Saturday School			
Weapons Involved:	None			
Drugs Involved:	None			



Registration

As defined at the beginning of this section, items displayed and updateable are dependent on the building's HAC configuration.

Demographic Tab - Displays the student's basic demographic information, including date of birth, gender, grade, building, house/team, and counselor. Additional information may also display, such as contact information, student and guardian addresses and phone numbers, medical emergency information, transportation to and from school, and sensitive information from the Personal page.

Demographic							
Student Name: Bradley, Andrew Birth Date: 9/1/1998 House/Team: Counselor: Proud, Make-Me		Building: Building 16 Gender: Male Calendar: 2015-2016 School Year Homeroom: 201			Grade: 12 Language: English Homeroom Teacher: Mr. Makya Ish-duoh		
Emergency Doctor: Dr. Don Smith Phone: (464)999-5555 Ext: 123 Hospital: County Hospital				Insurance: Blue Cross Group: PPO ID: BC1235555 Subscriber: Betty Anderson			
Transportation							
To School							
Days	Description	Bus Number	Bus Route	Stop Number	Stop Time	Stop Description	Shuttle Stop
M, W, F	Bus	32	D			ELEMENTARY SCHOOL 11	
From School							
Days	Description	Bus Number	Bus Route	Stop Number	Stop Time	Stop Description	Shuttle Stop
M, W, F	Bus	32	D				
Contacts Edit							
Student							
Student Mailing Address Andrew Bradley 1620 Central BETHLEHEM, PA 18015 Home Phone: (501) 580-4887				Student Address Andrew Bradley 1620 Central BETHLEHEM, PA 18015 Home Phone: (501) 580-4887			
Guardian							
Guardian Melinda Bradley 1620 Central Ave BETHLEHEM, PA 18015 Email: mb@email.com Home Phone: (501) 580-4887				Guardian Marshall Bradley 1620 Central Ave BETHLEHEM, PA 18015 Home Phone: (501) 580-4887			
Other Contacts							
Emergency Contact Joanne & Mark Bradley 1633 Broad St BETHLEHEM, PA 18015 Home Phone: (501) 580-4887							
FERPA							
Student ID/Name	Student Address	Student Phone	Student Photo				

Edit option – If allowed by the HAC Building Configuration, Guardians can edit phone numbers and emails, but not addresses. Guardian users can only update fields applicable to themselves and their

My Account

Allows guardians and students to change their HAC passwords and modify the challenge questions that are asked when users forget their passwords.

My Account example when password change is not allowed.

The screenshot shows the top navigation bar with the user's name 'Melinda Bradley' and a 'Logoff' button. Below the navigation bar is a menu with icons for Home, Attendance, Classes, Grades, Student Support, and Registration. The main content area is titled 'My Account' and displays the following information:

Name:	Melinda Bradley
Address:	1620 Central Ave BETHLEHEM, PA 18015
Logged in as:	m.bradley16
Email Address:	mb@email.com
Last Login:	1/7/2016 9:46:43 AM

Below the account information, a red message states: **No password changes are allowed at this time. Please contact your school district for assistance.**

My Account example when allowing user to change password and challenge questions are required.

The screenshot shows the 'My Account' section with the same user information as the previous example. Below this, there are two sections:

Change Password

The password must contain 3 of the following 4 character types (Uppercase, Lowercase, Numbers, Symbols).

Old Password:*

New Password:*

Confirm New Password:*

Challenge Questions

Compose 2 challenge questions and provide appropriate answers

Questions	Answers
What is favorite color?	<input type="text" value="purple"/>
What is mother's maiden name?	<input type="text" value="smith"/>

Logoff - Selecting Logoff from the upper banner closes the current HAC session, and returns the user to the Log On page.