Dear Parent/Student:

The Pulaski County Special School District utilizes a system for guardians/students called Home Access Center. Home Access Center, or HAC, will provide you with information about your student(s) attendance, discipline, schedules, grades, report cards, interim progress reports as well as other items. HAC is web based and is also available by downloading the eSchoolPlus Family App from the iPhone’s App Store or the Android’s Google Play Store. Your user name and password for the app is the same as your HAC user name and password.

The link to HAC is:https://hac40.esp.k12.ar.us/HomeAccess40

You may also select this link from our web site at http://www.pcssd.org. Click “Explore” then under the “Families” section click “eSchool Home Access Center”.

The following screen will be displayed:
The “Forgot My Username or Password” and “Click Here to Register for HAC” links do not work. Please do not click those links. Select Pulaski County Special School District. Your user name and password should be provided to you by the Registrar or by your student’s school. If you are having problems logging in, please contact your student’s school or registration hub.

You may have to create two security questions the first time you log in.

For example:

Favorite Color       Blue
Favorite Pet        Spot
Once you have entered your security questions, press the Continue to HomeAccess Center button. It will display your home page.

If you have more than one student in the Pulaski County Special School District, you may change students at any time by clicking the Change Student button at the top right just below your name.

Select the student you would like to view. Click the Submit button.
It is best to change your password the first time you log into HAC. Click on your name, then My Account.

This is where you can also change your Security questions and answers.

You can also set up HAC to send you alerts for grades, discipline, attendance, and immunizations. To do this, click on your name at the top and select My Alerts.
Place a check mark under the Email column to receive email alerts on Attendance, Course Average, Discipline, Classwork (Assignments), and Immunization. The course average and classwork will allow you to enter a percentage. The Mobile Push is an option that is not available yet but hopefully sometime this school year. You must have a valid email address in eschool for this to work. Some of the problems we have encountered is a filter on your email (especially your work email). Or the email goes to your spam email. If you are having problems, please contact your student’s school or registration hub.

On your home page you will see Today’s News and Week View. On the Week View screen it will display the classes that your student is in, as well as attendance, assignments, discipline, teacher link so that you can email, class averages, etc.

You can toggle back and forth, from week to week, by pressing the left and right arrows next to the week date.

You can always come back to the current week by pressing the Today button.

Clicking on the name of the Course gives you more information about the course.
Clicking on the name of the teacher will allow you to email them.

Clicking on the current average for a class will give you information how the average was calculated.

Clicking on a date will show you the schedule for that day.
Clicking on an assignment will give you more information about the assignment.

If there was a discipline incident the week that is displayed, you can click on the date to view it.
The next tab on your Home Page is the Calendar tab. This will allow you to see assignments, events and view by day, week or month. The left and right errors will toggle from day to day, week to week or month to month. You can also filtered what you would like to see. You either hover your mouse over an event or assignment or click on it to see more information.

The last tab are school and district links. Click on the link and it will display that web site.

The Attendance button at the top of the screen will display a calendar view for attendance. You can also request Alerts for Attendance at the top of the page. You can toggle back and forth between months by pressing the << and the >> button. There is a color code at the bottom of the screen.
The Classes Button will display course assignments, including the dates assigned, due dates, categories, potential points, scores and any attachments for the Gradebook assignments available in a class.

There are two buttons at the top right of the screen. The Quick View/Full View will allow you to toggle between a Quick View, which is an at-a-glance view, and a Full View, which has additional information related to averaging assignment scores. The Expand All/Collapse All will allow you to toggle between Collapse All, which will allow you to view just the classes, and
Expand All, which will allow you to see the class assignments and scores for each class. The + and - in the Collapse All will allow you to open up and view the class, or collapse the class.

At the top left of the screen are options for selecting the Report Card Run, Classes to view and Order can be changed from Class to Date Due. After making your selection, press the Refresh View.

The Schedule Tab will allow you to see your student’s schedule. Links are provided for viewing detailed course information and sending emails to teachers.

The Grades Button will allow you to see Interim Progress Reports (IPR), Report Cards and in high school the Transcript for your student.

Click on the tab you would like to view.

The Student Support button will allow you to see discipline incidents involving your student.
You may change the view from all years to the current school year. You may click on the incident link in the incident column to view more information regarding the incident.

You may click on the Offender link under the Incident Role column to see more information about Offender Detail.
The Registration button displays Demographic Information, Transportation Information and Contact Information for your student. If changes need to be made, please contact your student’s school or registration hub.