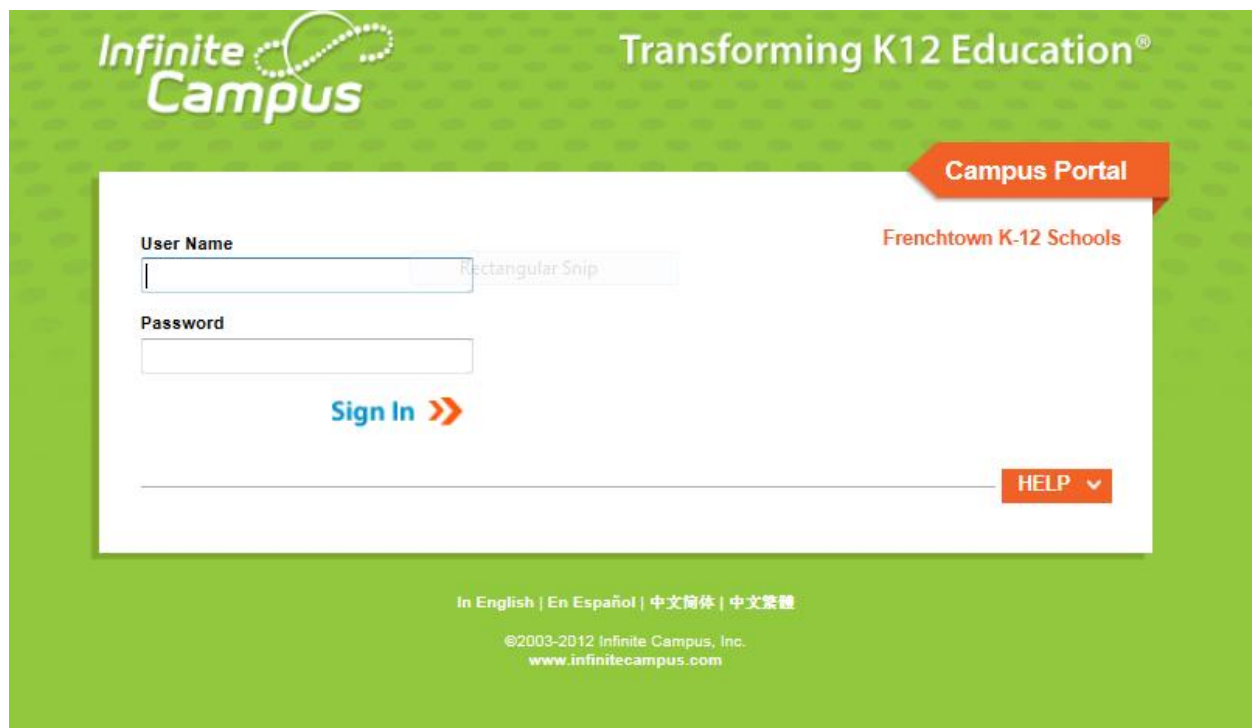


## Campus portal for parents and students

Beginning in mid-January FTSD will change the student information software used to manage our student information. Infinite Campus software will replace SchoolMaster and the Campus Portal will replace the PASS system for tracking your student's grades, attendance and health information. You will need a person GUID number to set-up your Campus portal account. This number has been included in the same mailing as your student's Mid-Term 2 report. The Family section of the Portal contains Messages for the family, Household Information, Family Member information, calendar information for all enrolled students. Please follow the instructions below to set up your family account:

Step 1:

<https://mtstate.epm.infinitecampus.org/mtstate/portal/frenchtown.jsp>



The screenshot shows the Infinite Campus login interface. At the top left is the Infinite Campus logo with the tagline "Transforming K12 Education®". On the right, a red banner reads "Campus Portal". Below this, the text "Frenchtown K-12 Schools" is displayed. The login form includes a "User Name" field with a "Rectangular Snip" button, a "Password" field, and a "Sign In >>" button. A "HELP" button with a dropdown arrow is located at the bottom right of the form. At the very bottom, there are links for language selection: "In English | En Español | 中文简体 | 中文繁體", and copyright information: "©2003-2012 Infinite Campus, Inc. www.infinitecampus.com".

Step 2: Click on the word “help” then click on “click here” after the sentence “If you have been assigned a Campus Portal Activation Key.”

**Infinite Campus** Transforming K12 Education®

**Campus Portal**

Frenchtown K-12 Schools

User Name

Password

**Sign In >>**

**HELP ^**


**Problems logging in?**  
If you have been assigned a Campus Portal Activation Key, [click here](#)  
If you do not have an Activation Key, [click here](#)

**Tell me more!**

In English | En Español | 中文简体 | 中文繁體

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[www.infinitecampus.com](http://www.infinitecampus.com)

**Step 3:** Enter the person GUID number (i.e. PERSON GUID A1BFC234-56DE-78FG-H9IJ-K7901L7M2N34). This number will be given to you by a school secretary. You will only need to enter it below once.



Transforming K12 Education®

**Campus Portal**

**Activating your Campus Portal account**

Frenchtown K-12 Schools

Activating your Campus Portal parent portal account is easy. All you need is your Campus Portal Activation Key sent to you by your child's school.

Activation Key

{  -  -  -  -  }

In English | En Español | 中文简体 | 中文繁體

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Step 4: Create a user name and password.

The screenshot shows the Infinite Campus 'Transforming K12 Education' interface. A central white box contains the account creation form. The form has a success message, a welcome message, and three input fields: 'User Name', 'Password', and 'Verify Password'. The 'Password' field includes a strength indicator showing '0%'. A 'Create Account' button is at the bottom of the form. The page footer includes language options and copyright information.

**Infinite Campus** Transforming K12 Education®

**Campus Portal**

**Campus Portal account creation successful!** Frenchtown K-12 Schools

Welcome [REDACTED], you are now ready to create your Campus Portal account. You must enter a user name and password that you will use to access Campus Portal in the future.

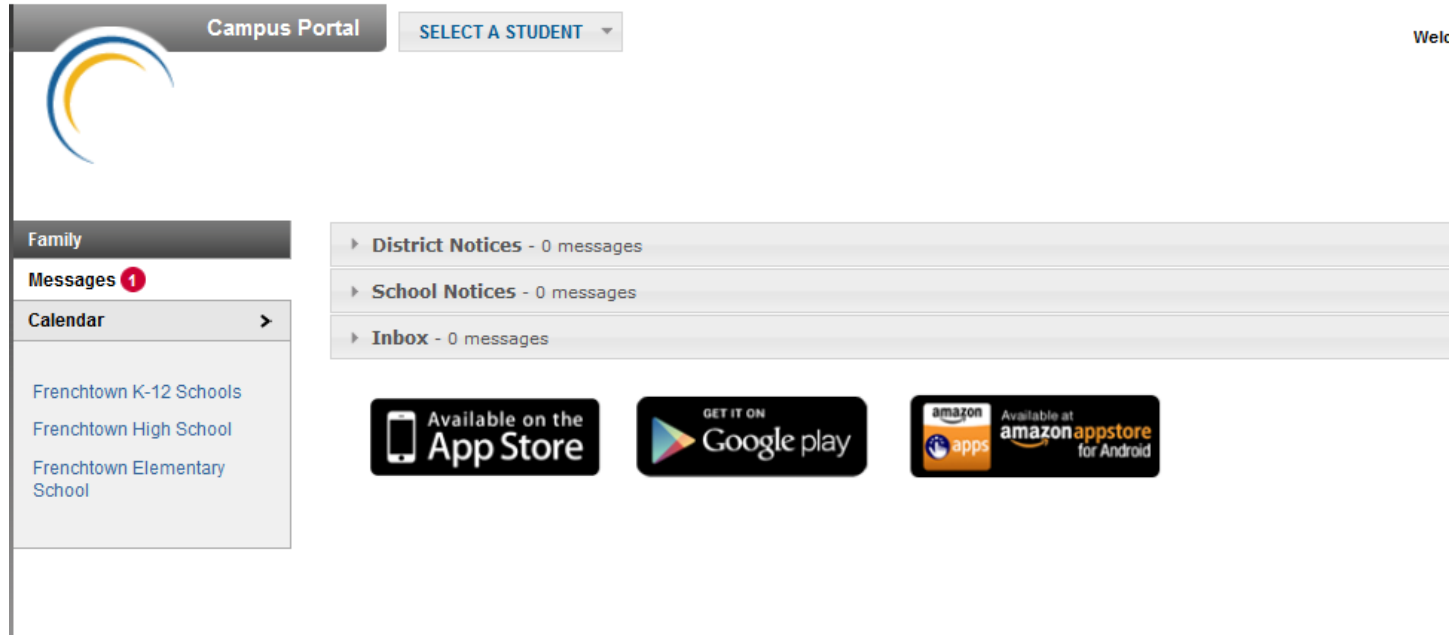
**User Name**

**Password**  
 0%

**Verify Password**

In English | En Español | 中文简体 | 中文繁體

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You may now navigate the campus portal.

## Family (Portal)

This document is written for use by parents. Districts can choose to provide this information to their parents or use it as a guide for creating district-owned documentation.

### Overview

**PATH:** *Campus Portal > Family*

The Family section of the Portal contains Messages for the family, Household Information, Family Member information, Calendar information for all enrolled students and a Family To Do List. Additionally, Food Service and Online Payment information is located here. Districts can control what information appears in the Campus Portal, so it is possible that not all of the following tabs will appear for all users. When a tab in the Family section is selected the user will be removed from the context of a student if one was selected in the switch student drop list.

## Messages (Portal)

Overview | Messages Display

### Overview

**PATH:** *Campus Portal > Family > Messages*

The **Messages tab** is selected by default. Its contents are divided into three sections: District Notices, School Notices and the Inbox. If a section contains no information it will be closed by default.

*Image 1: Messages*

A count of all messages is noted next to the message type. An indication of new messages since the last visit will appear in the left hand navigation pane. The new message is also noted by a NEW flag and the message toggle field lists the number of new messages in that section.

### Messages Display

**Notices** are sorted by start date and display until the expiration date is reached.

The **Inbox** displays student related messages ordered from newest to oldest. The type of messages depend on the schools' use of Campus Messenger. Possible messages include missing assignment notices, failing grade notices, attendance notices, behavior notices, surveys and general information notices.

## Grades (Portal)

### Overview

**PATH:** *Portal > Student > Grades*

The Student Grades tab displays recent assignments that have been graded, a list of term grades by course, and the student's current Term GPA. Parents and students are able to see all grading tasks and grades and can easily view all assignments for a particular course.

Parents and students are also able to view any newsletters the teacher has sent, and can email or call the teacher for more information on the student (as long as the school has recorded that information).

The screenshot shows the Infinite Campus Student Grades Portal. At the top, there's a navigation bar with a logo, a "SELECT A STUDENT" dropdown, and a "Welcome Mom" message with a home icon and a "Sign Out" button. Below the navigation bar, the school name "11-12 Newton High School" and student information "Student Number: 14" and "Grade: 10" are displayed. On the left, a sidebar menu lists various options: Damian, Course Registration, Calendar, Schedule, Attendance, **Grades** (highlighted with a red box), Behavior, Health, Assessment, Fees, To Do List, Reports, Family, Messages, Household Information, Family Members, Calendar, To Do List, User Account, Account Management, Contact Preferences, and Access Log. The main content area is titled "Grades" and contains two sections: "Recently Graded Assignments" and "Grades By Course".

**Recently Graded Assignments**

Posted	Course	Assignment	Score	Total	Percent
1 hour ago	1065 - Pottery 3	Clay Manipulation	92	100	92.0%
8 days ago	1100 - Jewelry 2	assignment 1	50	100	50.0%
8 days ago	1060 - Pottery 2	Missing flag *Missing	0	100	0.0%

**Grades By Course**

Quarters Full Year

Expand All Collapse All

In-Progress Grade Final Grade

5812-1 Ath Strngth & Cndtng - Godfredsen, Thomas

2390-5 English II W - Moran, Michael

3490-4 Foods Ntrtn 2 - Thomas, Beverly

1100-1 Jewelry 2 - Lengeling, Laura

1060-1 Pottery 2 - DenHartog, Ruth

	Q1	Q2	Q3	Q4
Final Grade				

1065-2 Pottery 3 - DenHartog, Ruth - Newsletter 04/17/2012

	Q1	Q2	Q3	Q4
Final Grade	C+		A	B-