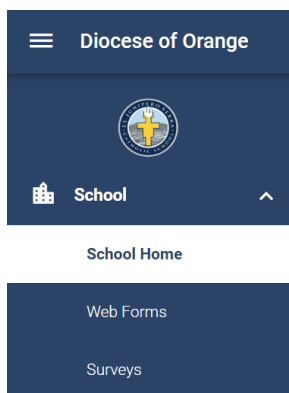


# Navigating

ParentsWeb from FACTS is a private and secure parents’ portal that allows parents to view academic information specific to their children, while protecting their children’s information from others. You may view your child’s grades, attendance, and conduct, as well as other useful school information. You can also communicate with teachers and other school staff online whenever necessary. All you need is a web-enabled device.

Now that you have created your ParentsWeb account, a quick 5-minute tour of the site.



## School

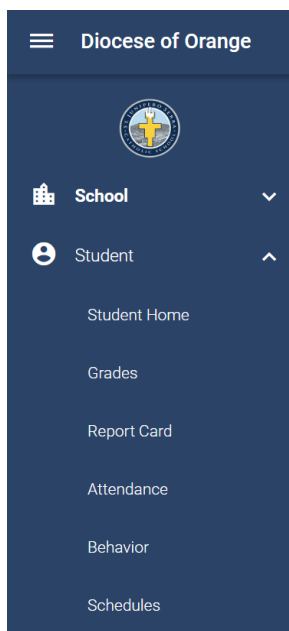
School Home .....View announcements and links to important websites

Web Forms Update your family information within FACTS using the Family Demographic Form

- Family contact information (address, phone, email)
- Emergency Contacts
- Approved drivers

*Very important note: the current form within FACTS to add approved drivers for your family is accessible to students when they login to their individual account. We will work to update this feature. Until the update has been completed, please login to your account periodically to confirm that the approved drivers for your student(s) are only those whom you have added.*

Surveys .....Coming later this year!



## Student

Student Home .....A summary of *this week*

Grades .....A Gradebook report

- Select student
- Select Class

Report Card .....Review recent report cards (note, report cards were not transferred from Sycamore. If you need a copy of a Student Learning Assessment (SLA), please contact the Admissions Department)

Attendance .....Select student to view absences and tardies by trimester. Attendance is still being refined at this time

Behavior .....Select student to view behavior bear bank (summary of behavior events by trimester)

Schedules .....Select student to view courses and schedule

## Student



*If you have more than one student, look for the student dropdown box to select the information for each student*

Continued, please turn page



Future enhancements to the ParentsWeb will include:

- Linking tuition payments with the ParentsWeb portal
- Online directory for families
- Additional features will be rolled out as the year progresses. Please keep an eye out for notifications through the St. Serra Sunday email!

NOTE: RenWeb does offer a SmartPhone App. There is an additional cost for this service. Before subscribing to the app, please try the web-based version of ParentsWeb first. In testing, it did appear that the interface on the browser version was very similar to working on a computer.

If you have any questions regarding the set-up of your FACTS account, please email [tech@serraschool.org](mailto:tech@serraschool.org).

