## Accessing the SIS

The web browsers that work best with SpSIS are Firefox, Chrome and Safari. Please **DO NOT USE INTERNET EXPLORER!** 

## I. Accessing the SIS

- Step 1. In your web browser, go to https://xxxxxxx.plsis.com The xxxxxxxx is where you will put the name of your school as School Pathways has it noted in the system in all lowercase letters and in one word.
- Step 2. Log into the SIS.
  This will take you to the Home Page.

e Admin 'Academies'	Teachers CMS / PL	s Parents - Students	нер					
	Milesto	ne Academy				Toggie All Bases		
	6	STUDENT INFO	+ 6.9.	ATTENDANCE +	6	TRANSCRIPTS +		
	-		-					
		Student (Link)	Reports		Course Catalog			
	Show Stu Rti2 Item		Administration Federal Attendance	a Deport	Import Finalized Report Verify Imported Report			
	Page merri	LIN		e report	verily imported keport	Cards		
	6.	PARENT INFO	+ 6	REPORTS +		REPORT WRITER		
	-							
	Find/Add	Parents	California/Federal		Oversight			
	Show Par		Enroliment					
	Address	Synchronization	Students		6	ARCHIVES +		
	6	STAFF INFO	. G.	STATE REPORTING +	1 Mar.	ALCONTRO .		
	1	STAFFINFO			Archive Compliance			
	Find/Add	140	CALPADS [Link]		Archived Documents Li	st		
	Show Sta		CBEDS-ORA		Unapproved List			
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	C		- G-		° <b>O</b>	HELP +		
	1365	SETTINGS	+ 🗛	TEST MODULE +				
	- 10-				School Pathways Webs	te		
	School Ca	liendars	Test Score Center		Product Manuals			

Note: The first time you log in you will be required to set up a personalized password. **Please make sure to follow the requirements on the password reset page!** The new password must be **STRONG**.

## II. Accessing the Personalized Learning System for Independent Study Students

• Step 1. Click the Teachers tab>PLS/Student Roster



This will load your student roster.

## III. Accessing the Classroom Management System for Classroom-Based Students

• Step 1. Click the Teachers tab>CMS - Classroom Management

Admin	Reports Academy	Teac	hers Portal	Help	
	Logins	CI	MS - Classroom Man	agement	LMS - Learning Management
	Manage Curricula	~	CMS Oversight		
	PLS/Student Roster				
	CMS - Classroom Managemen	t 🕨			
	Compliance				
	Contact Manager				
	Notifications				
	PLS/RW Oversight				
	Staff Dashboard	•			
	Testing				
	Transcript Reports	•			

This will load your class list.

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