2025/04/15 21:25

Teachers can access the Student Portal by *jumping* in through the student link.

On any student dashboard there is a link to the portal. Click on the **use** to jump into the portal.

Dashboard					
Student Dashboard 🐵					
* * 🔂 🖻	SHANNON FOSTER	Grade: 9 Age: 14 🔗	1	0	۶
	SSID Local ID 78982 Gender F	Legacy ID None Birthdate 08/08/2002			
	Home Phone (530) 249-2222 School E-Mail: ShannonFoster@	Student Cell gmailinator.com			
	Physical Address	Mailing Address			
	808 Tureaud Ln Portola, CA 96122	808 Tureaud Ln Portola, CA 96122			
	Parents / Guardians				

You can also access by using the icon on the QuickView. Hover over the student's name on any roster or student list to activate the QuickView.

Then click on the icon below the student picture to jump into the portal.



## Newsletters

You can create a newsletter or important events announcement and attach it to the portal for your students. Create the newsletter in any format (Word, PowerPoint, Publisher, etc.) and then save as a pdf document.

Once saved it can be uploaded in two different areas of the SIS.

- 1. At the Teacher PLS Roster (Teacher>PLS Student Roster), scroll to the bottom of the page.
- 2. At the Teacher's CMS classes, access to the far right of any of your classes.



Communicating with students through the Portal. You can send assignment attachments, class notes, and personal notes through the class grade book to your students. See manual

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