

# Parent Portal

- ◆ **Getting Started**
- ◆ **Settings**
- ◆ **Announcements**
- ◆ **School Calendar**
- ◆ **Attendance**
- ◆ **Grades**
- ◆ **Schedule**
- ◆ **Progress Report**
- ◆ **Report Card**

## ◆ Getting Started

1. Parents, welcome to STI!  
STI is now our student information data application. It is completely web based! This will allow teachers, staff, students and parents to access information via the Internet. The school will need to have a current email address on file. Please contact the school office so they may update your data.
2. To access the Parent Portal, enter the following address into your web browser (FireFox, Internet Explorer, Safari, etc.). If viewing online, just click on the link.  
<https://431011.stiinformationnow.com/informationnow/>.
3. It is suggested that you add the login page to your favorites.
4. You will need your personal login information. Contact the school office at 265-7579 in order to receive your user name and temporary password.
5. On your initial login, you will be prompted to change your password. You may record your information here.  
user name: \_\_\_\_\_ password: \_\_\_\_\_
6. If you forget your password, click the “forgot password” link on the login screen. Then follow the prompts on the following screen.
7. If you forget your user name, contact the technology director via the school office.
8. Clicking a button on the left will change the information displayed on the right.
9. Teachers will update grades at least once per week between Thursday afternoon and Tuesday morning.
10. If you have questions concerning grades, please contact the classroom teacher.
11. Each parent and student will have a separate STI account.

**Please read the entire Parent Portal directions carefully.**

**Page 3 is especially important!**

# ◆ Settings

InformationNOW

Welcome | [Help](#) | [Logout](#)


Student

School/Academic Session

- Home
  - Home Page
  - School Calendar
- Student Information
  - Attendance
  - Grades
  - Schedule
- Reports
  - Comprehensive Progress
  - Report Card
- System Preferences
  - Settings

> System Preferences > Settings

## Alerts

Go Green 

## Email

Primary

## Change Password

Password

Retype Password

- Minimum 8 characters in length
- Must contain at least one number and one letter
- Cannot be 'password', 'pass', 'word', 'administrator', or 'admin'
- Cannot be same as username

Save

© 2010 Software Technology, Inc. All Rights Reserved.

1. ALL USERS MUST SELECT THE “Go Green” OPTION.
2. By selecting this option and entering your primary email address, you will receive notification concerning your child’s progress (grade, attendance, other) from the school.
3. You will still be able to print any report as well as view any reports on screen.
4. You may use this screen to change your current password.
5. Be sure to click the “Save” button when changes are entered on this screen.

# ◆ Announcements

Information**NOW**

Welcome | [Help](#) | [Logout](#)

Student

School/Academic Session

<b>Home</b>
<b>Home Page</b>
School Calendar
<b>Student Information</b>
Attendance
Grades
Schedule
<b>Reports</b>
Comprehensive Progress
Report Card
<b>System Preferences</b>
Settings

> Home > Home Page

8/25/2011

**Welcome to STI - Software Technology, Inc.**

STI is now our student information data application. It is completely web based! This will allow teachers, staff, students and parents to access information via the Internet. The school will need to have a current email address on file. Please see Mrs. Burt or Mrs. Passick.

8/22/2011

**Webpage**

[Link to School Home Page](#)

[GPBS](#)

© 2010 Software Technology, Inc. All Rights Reserved.

1. Announcement targeted to you or your student will show on the home page.
2. To select a different child for which to view information, select their name from the drop list in the upper-right hand corner. You may change to a different student from any screen on STI.
3. Always log out of the STI site when finished. Users are automatically logged out after a period of inactivity.

# ◆ School Calendar

Information**NOW**

Welcome | [Help](#) | [Logout](#)

Student

School/Academic Session

- Home**
- Home Page
- School Calendar**
- Student Information**
- Attendance
- Grades
- Schedule
- Reports**
- Comprehensive Progress
- Report Card
- System Preferences**
- Settings

> Home > School Calendar

Month

August 2011

Events  Schedule  Both

September 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1 6:50A-3:00P	2 6:50A-3:00P	3
4	5 6:50A-3:00P	6 6:50A-3:00P	7 6:50A-3:00P	8 6:50A-3:00P	9 6:50A-3:00P	10
11	12 6:50A-3:00P	13 6:50A-3:00P	14 6:50A-3:00P	15 6:50A-3:00P	16 6:50A-3:00P	17
18	19 6:50A-3:00P	20 6:50A-3:00P	21 6:50A-3:00P	22 6:50A-3:00P	23 6:50A-3:00P	24
25	26 6:50A-3:00P	27 6:50A-3:00P	28 6:50A-3:00P	29 6:50A-3:00P	30 6:50A-3:00P	1
2	3	4	5	6	7	8

1. Activities targeted to you or your student will show on the calendar page.
2. You may select which month to view.
3. You may choose between events, schedule, or both.

# ◆ Attendance

Information**NOW**

Welcome | [Help](#) | [Logout](#)

Student

School/Academic Session

## Home

[Home Page](#)

[School Calendar](#)

## Student Information

### Attendance

[Grades](#)

[Schedule](#)

## Reports

[Comprehensive Progress](#)

[Report Card](#)

## System Preferences

[Settings](#)

## > Student Information > Attendance

[View Period Absences](#) [View Check In/Check Out](#)

Term

Date	Term	Period(s)	Level	Reason	Cat	Note
------	------	-----------	-------	--------	-----	------

© 2010 Software Technology, Inc. All Rights Reserved.

1. Attendance for the viewed child will show on the attendance page.
2. You may select for which term to view attendance records.
3. You may click to view period absences.
4. You may click to view check in/check out.  
When a student is signed in or out during the day, a check in/out record is created, for example, a doctor appointment.

Student

School/Academic Session

- Home**
- Home Page
- School Calendar
- Student Information**
- Attendance
- Grades**
- Schedule
- Reports**
- Comprehensive Progress
- Report Card
- System Preferences**
- Settings

> Student Information > Grades

Grading Period

Course	Teacher	Period(s)	Average	Activities	Details
Home Base 09	Nilius, Jonathan	HB	N/A	<a href="#">A</a>	<a href="#">D</a>
HS-Phys Ed Boys	Thompson, Matt	H1	100.00   A	<a href="#">A</a>	<a href="#">D</a>
HS-Biology	Safford, John Jr.	H2	101.20   A	<a href="#">A</a>	<a href="#">D</a>
HS-Christian Living	Seyler, Robert	H3	93.33   A-	<a href="#">A</a>	<a href="#">D</a>
HS-Spanish I	Budd, Donna	H4	102.94   A	<a href="#">A</a>	<a href="#">D</a>
HS-Geometry	Merrifield, Patrick	H5	98.24   A	<a href="#">A</a>	<a href="#">D</a>
HS-Band	Peterson, Grace	H6	121.43   A	<a href="#">A</a>	<a href="#">D</a>
HS-Choir	Nilius, Jonathan	H6	96.67   A	<a href="#">A</a>	<a href="#">D</a>
HS-World Literature	Safford, Becky	H7	95.56   A	<a href="#">A</a>	<a href="#">D</a>
HS-Digital Presentation 1	Taylor, James	H8	N/A	<a href="#">A</a>	<a href="#">D</a>

© 2010 Software Technology, Inc. All Rights Reserved.

1. The most current grades available for all courses are shown on the grades page.
2. Clicking on an “A” in the “Activities” column will show a detailed list of assignments and grades received.
3. Clicking on a “D” in the “Details” column will show quarter grades received to date. Comments or notes from the teacher will also appear on the details page.

Student

School/Academic Session

**Home**

Home Page

School Calendar

**Student Information**

Attendance

Grades

**Schedule**

**Reports**

Comprehensive Progress

Report Card

**System Preferences**

Settings

> Student Information > Schedule

Term

Course	Teacher	Period (s)	Days	Term(s)	Room
Home Base 09	Nilius, Jonathan	HB	A-Monday, A-Tuesday, A-Wednesday, A-Thursday, A-Friday	Semester 1	326
HS-Phys Ed Boys	Thompson, Matt	H1	A-Monday, A-Tuesday, A-Wednesday, A-Thursday, A-Friday	Semester 1	Gym
HS-Biology	Safford, John Jr.	H2	A-Monday, A-Tuesday, A-Wednesday, A-Thursday, A-Friday	Semester 1	321-A
HS-Christian Living	Seyler, Robert	H3	A-Monday, A-Tuesday, A-Wednesday, A-Thursday, A-Friday	Semester 1	327
HS-Spanish I	Budd, Donna	H4	A-Monday, A-Tuesday, A-Wednesday, A-Thursday, A-Friday	Semester 1	325
HS-Geometry	Merrifield, Patrick	H5	A-Monday, A-Tuesday, A-Wednesday, A-Thursday, A-Friday	Semester 1	323
HS-Choir	Nilius, Jonathan	H6	A-Monday, A-Thursday	Semester 1, Semester 2	117
HS-Band	Peterson, Grace	H6	A-Tuesday, A-Wednesday	Semester 1	117
HS-World Literature	Safford, Becky	H7	A-Monday, A-Tuesday, A-Wednesday, A-Thursday, A-Friday	Semester 1	322
HS-Digital Presentation 1	Taylor, James	H8	A-Monday, A-Tuesday, A-Wednesday, A-Thursday, A-Friday	Semester 1	320

© 2010 Software Technology, Inc. All Rights Reserved.

1. The student's semester schedule will show on the schedule page.  
[High School band or choir Fridays are not shown since they alternate.]

# ◆ Progress Report

Information**NOW**

Welcome | [Help](#) | [Logout](#)

Student

School/Academic Session

## Home

Home Page

School Calendar

## Student Information

Attendance

Grades

Schedule

## Reports

**Comprehensive Progress**

Report Card

## System Preferences

Settings

> Reports > Comprehensive Progress

Grading Period

1st	▼
1st	
2nd	
3rd	
4th	

[View Report](#)

© 2010 Software Technology, Inc. All Rights Reserved.

1. At any time during a quarter, a Comprehensive Progress Report can be generated.
2. From the drop list, choose the appropriate quarter. Then click on the “view report” button.
3. Reports can be viewed on screen or printed.
4. All current grades for all classes will be shown. These reports are as up to date as the teachers’ gradebooks. STI grades are updated as soon as teachers enter the data.
5. An example is shown on the next page.

# ◆ Progress Report

## Comprehensive Progress Report

Grandview Park Baptist School  
2011-12 Secondary

Student ID: S1274803

HS-GEOMETR.1	Geometry	H5	A-Monday, A-Tuesday, A-Wednesday, A-Thursday, A-Friday	Merrifield, P	0.00	0	98.24%	A	1st
--------------	----------	----	--	---------------	------	---	--------	---	-----

### Activity

Date	Category	Activity	Score	Comment
09/20/2011	Homework	p. 91-92 8-32 even	98.00/100.00	
09/20/2011	Quiz	Quiz 2.1-2.3	73.00/100.00	
09/19/2011	Homework	p. 83 20-42 even	98.00/100.00	
09/16/2011	Homework	p. 82 13-19 all	100.00/100.00	
09/15/2011	Homework	p. 75-77 9-51 mult. 3	98.00/100.00	
09/13/2011	Test	Chapter 1 Test	103.00/100.00	
09/12/2011	Homework	p. 55-56 10-36 E	95.00/100.00	
09/09/2011	Homework	p. 47-49 8-40 E, 54	97.00/100.00	
09/08/2011	Homework	p. 42 61-72	96.00/100.00	
09/07/2011	Homework	p. 38-40 18-32, 38-48 E	100.00/100.00	
09/07/2011	Quiz	Quiz 2 1.4-1.5	96.00/100.00	
09/06/2011	Homework	p. 30-31 35-48	95.00/100.00	
09/02/2011	Homework	p. 29-30 17-28	83.00/100.00	
09/01/2011	Homework	p. 24 60-71	100.00/100.00	
08/31/2011	Homework	p. 22 24-42 E	97.00/100.00	
08/31/2011	Quiz	Quiz 1 1.1-1.3	100.00/100.00	
08/30/2011	Homework	p. 13-14 10-42 E	100.00/100.00	
08/29/2011	Homework	p. 6-9 12-46 even	100.00/100.00	
08/26/2011	Homework	p. 785 2-28 E, p. 786 2-12 E	88.00/100.00	
08/22/2011	Quiz	Sheet Sign	100.00/100.00	
<b>Total Points:</b>				1,917.00/2,000.00

### Category Averages

Category	Weight	Points Earned	Points Possible	Average
Homework	15.00%	1,445.00	1,500.00	96.33%
Quiz	35.00%	369.00	400.00	92.25%
Test	50.00%	103.00	100.00	103.00%

Student Comment:

# ◆ Report Card

Information**NOW**

Welcome | [Help](#) | [Logout](#)

Student

School/Academic Session

## Home

Home Page

School Calendar

## Student Information

Attendance

Grades

Schedule

## Reports

Comprehensive Progress

**Report Card**

## System Preferences

Settings

## > Reports > Report Card

Grading Period

1st	▼
1st	
2nd	
3rd	
4th	

[View Report](#)

© 2010 Software Technology, Inc. All Rights Reserved.

1. At any time during the year, a Report Card can be generated.
2. From the drop list, choose the appropriate quarter. Then click on the “view report” button.
3. Reports can be viewed on screen or printed.
4. The quarter, exam (9th-12th), and semester grades will be shown.