

A Parent's Guide to School Communication



Madison Public Schools

September 2017

Infinite Campus



Infinite Campus



Infinite Campus is used to see information about your child, including:

- Attendance information
- Grades



How to Login

Visit the Madison Public School's website www.madison.k12.ct.us



Click COMMUNITY LOGIN on any of our webpages

Click the green Infinite Campus button

Enter your user name and password in the space provided.

A screenshot of the Infinite Campus login page. The page has a green header with the Infinite Campus logo and the tagline "Transforming K12 Education®". On the right side of the header, there is a red "Campus Portal" button and the text "Madison Public Schools". The main content area is white and contains a login form with two input fields: "Username" and "Password". Below the fields is a blue "Sign In >>" button. There are also links for "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", and "Tell me more!". At the bottom of the page, there is a language dropdown menu set to "English" and a copyright notice: "©2009-2017 Infinite Campus, Inc. www.infinitecampus.com".



First Time Users

The first time you login you must create a user ID and password

A screenshot of the Infinite Campus login page for Madison Public Schools. The page includes a "User Name" field, a "Password" field, and a "Sign In >>" button. Below the sign-in area, there are links for "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", and "Tell me more!". A "HELP ^" button is also visible. A blue callout box on the right side of the screenshot contains the text "Click here to create your profile." and a line pointing to the "click here" link in the "If you do not have an Activation Key" text.

Parents of students in middle schools and the high school have accounts for Infinite Campus.

Students in high school have their own account to Infinite Campus.



Transforming K12 Education®

Campus Portal

Activating your Campus Portal account

Madison Public 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

{ - - - - }

Submit

Enter your Activation Key code from the letter you received in the mail to create your online profile.

Login & Select which student to view

Choose which child to view.

Campus Portal

SELECT A STUDENT

Jimmy Madison

Dolly Madison

Family

Messages

Calendar >

User Account

Account Management >

Access Log >

District Notices - 0 messages

School Notices - 1 message

[Daniel Hand High School]
Please note that due dates for assignments listed in the Infinite Campus gradebook may not reflect actual due date.

Inbox - 0 messages

Available on the App Store

GET IT ON Google play

Available at amazon appstore for Android



Jimmy Madison SELECT A STUDENT ▾

12-13 Daniel Hand High School
Grade: 10

- Calendar
- Schedule >
- Attendance >
- Fees >
- Reports >
- Family
- Messages >
- Calendar >
- User Account
- Account Management >
- Access Log >

Click the A+ symbol to view grade received

Click the bell to view attendance events

2012 ●

Attendance Event(s)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	01 Jimmy A+	02 Jimmy A+	03	04	05	06
07	08	09			12	13
14	15	16			19	20
21	22	23	24	25	26	27
28	29	30	31			



Now you can click on the course name to view assignments and grades

Click Schedule

- Robert
- Calendar >
- Schedule
- Responsive Schedule >
- Attendance >
- Grades >
- Behavior >
- Reports >
- Family**
- Messages >
- Discussions >
- Notification Settings >

Course Schedule

- = Click on Class Name for Assignments and Scores
- = Click on Teacher Name for Email

	Term T1 (09/05/17-12/05/17)	Term T2 (12/06/17-03/12/18)	Term T3 (03/13/18-06/13/18)
00	6HM-10 Homeroom grade 6 Rao, M., Team: 65 Rm: 240	6HM-10 Homeroom grade 6 Rao, M., Team: 65 Rm: 240	6HM-10 Homeroom grade 6 Rao, M., Team: 65 Rm: 240
01	6SCI-10 Science 6 Rao, M., Team: 65 Rm: 240	6SCI-10 Science 6 Rao, M., Team: 65 Rm: 240	6SCI-10 Science 6 Rao, M., Team: 65 Rm: 240
	6SS-10 Social Studies 6 Coniff, J., Team: 65 Rm: 304	6SS-10 Social Studies 6 Coniff, J., Team: 65 Rm: 304	6SS-10 Social Studies 6 Coniff, J., Team: 65 Rm: 304
	6CHO-1 Chorus (A, C, E) Soderberg, B. Rm: RAud	6CHO-1 Chorus (A, C, E) Soderberg, B. Rm: RAud	6CHO-1 Chorus (A, C, E) Soderberg, B. Rm: RAud
02	6H00-10 Health 6 (B, D, F) Pucci, Tyler Rm: 312	6ART-10 Art 6 (B, D, F) Woods, L. Rm: 258	6CMP-10 Computer 6 (B, D, F) Briggs, R. Rm: 322
03	6LA-10 Language Arts 6 Coniff, J., Team: 65 Rm: 304	6LA-10 Language Arts 6 Coniff, J., Team: 65 Rm: 304	6LA-10 Language Arts 6 Coniff, J., Team: 65 Rm: 304
04	6SP-1 Spanish 6 Gonzalez, K. Rm: 307	6SP-1 Spanish 6 Gonzalez, K. Rm: 307	6SP-1 Spanish 6 Gonzalez, K. Rm: 307
05	0060-1 Lunch 6 Rm: CAF	0060-1 Lunch 6 Rm: CAF	0060-1 Lunch 6 Rm: CAF
06	6MTH-10 Math 6 Rao, M., Team: 65 Rm: 240	6MTH-10 Math 6 Rao, M., Team: 65 Rm: 240	6MTH-10 Math 6 Rao, M., Team: 65 Rm: 240
07	6CS-10 Core Study 6 Rao, M., Team: 65 Rm: 240	6CS-10 Core Study 6 Rao, M., Team: 65 Rm: 240	6CS-10 Core Study 6 Rao, M., Team: 65 Rm: 240
	6EXPE-3 Extra PE (A, C, E) Jarvis, Stephanie Rm: Gym	6EXPE-3 Extra PE (A, C, E) Jarvis, Stephanie Rm: Gym	6EXPE-3 Extra PE (A, C, E) Jarvis, Stephanie Rm: Gym
08	6PE-11 Phys Ed 6 (B, D, F) Delise, D. Rm: Gym	6PE-11 Phys Ed 6 (B, D, F) Delise, D. Rm: Gym	6PE-11 Phys Ed 6 (B, D, F) Delise, D. Rm: Gym
Sail	S1-1 Sail Leonard, R. 6 Rm: 107	S1-1 Sail Leonard, R. 6 Rm: 107	S1-1 Sail Leonard, R. 6 Rm: 107



Finalsite

finalsite



What is **finalsite**?

- **Elementary School**: teacher webpages. Access the teacher's website from the Staff Directory.
- **Grades 5 – 12**: Class webpages. Access class webpages by logging in.
- Subscribe to eNotify messages from the school and the district.

Community Login

Middle School & High School

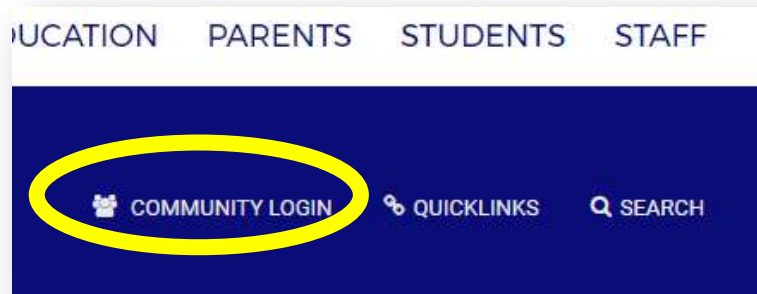


Webpages for the middle school and high school classes are inside the portal. Teachers, Students, and Parents login to view this space. Students will interact with this space.

How do I login to the finalsite portal?

On any of our webpages click on COMMUNITY LOGIN
Use the username and password you received in the mail.

Parents and students each have their own login credentials.



What will I find after I login?

The Full Homework calendar will show the homework for all of your children in grades 5-12

Parent Portal

[VIEW FULL HOMEWORK CALENDAR](#)

[2017-18 CALENDAR](#)

- Alerts
- o Calendar
- o Nite In Hand

My Child's Classes

Danielle
 French (7Fre-24) 02
 LMC: Grade 7
 Language Arts (7LA-33) 03
 Math (Sample) 6
 Mathematics 7 (7Math7-92)

Danny
 Language Arts 5 (5LA-3) 02
 Math 5 (5MTH-5) 02
 Science (Sample) 4
 Spanish 5 (5SP-3) 01

Jimmy
 LMC: Grade 8
 Varsity Boys Basketball

Calendar

SEP 21 2017

● Rosh Hashanah 🌟
📍 Schools Closed
[Read More](#)

SEP 22 2017

● Chapter 3 Review 🌟
 all day
[Read More](#)

SEP 22 2017

● Read Chapter 5 🌟
[Read More](#)

[LUNCH MENUS](#)

Infinite Campus

To view Grades & Attendance please login to Infinite

Handbooks & Documents

- + Brown Middle School
- + Polson Middle School
- + Daniel Hand High School

eNotify Archive

Collective PTO Meeting Tonight (9/18)
 Sent By: Madison Public Schools
 Sent On: Sep 18 2017

Correction to Parent Portal Training Date / New club at Brown
 Sent By: Brown Middle School
 Sent On: Sep 18 2017

Daniel Hand Picture Day Tomorrow
 Sent By: Daniel Hand High School
 Sent On: Sep 18 2017

[LOAD MORE](#)

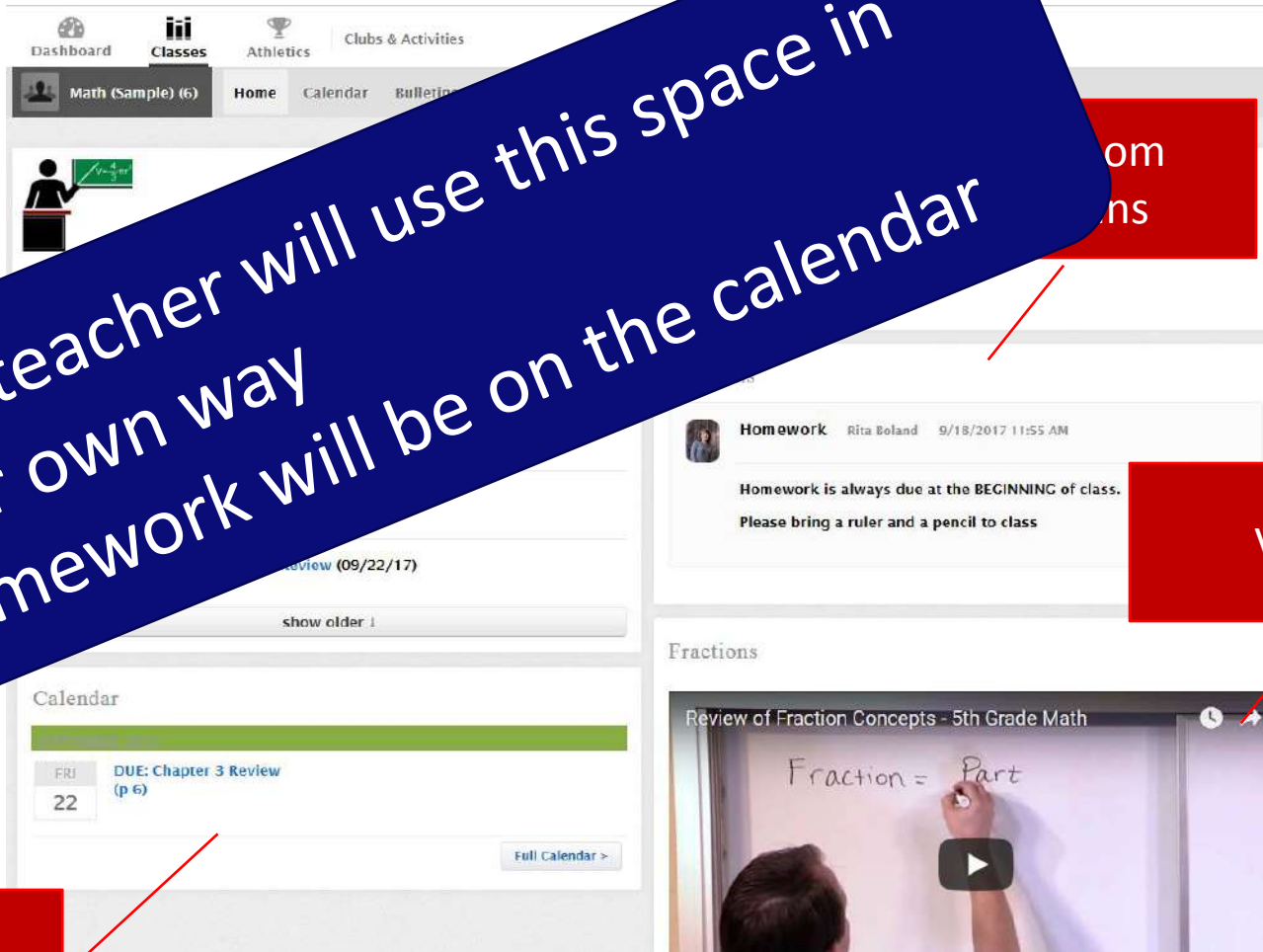
Assessments

Calendar

Click name of class to view page

Classroom Spaces (Sample)

• Each teacher will use this space in their own way
• Homework will be on the calendar



Videos

Homework calendar



Login Credentials

What do I do if I forget my password?

- **Students** should speak to a teacher or anyone in their school office.
- **Parents** with an email address on file can click “**Forgot your username/password?**” located under the login button to have information recovered by email. If an email address is not on file, call the school main office to have your password reset.
- Reset information will be mailed to the house, never over the phone or by email.



Subscribe



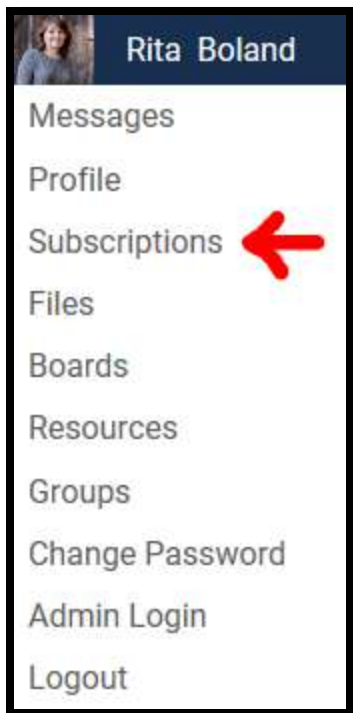
eNotify

eNotify email messages are from the Principal's office, the Superintendent's office regarding school business.

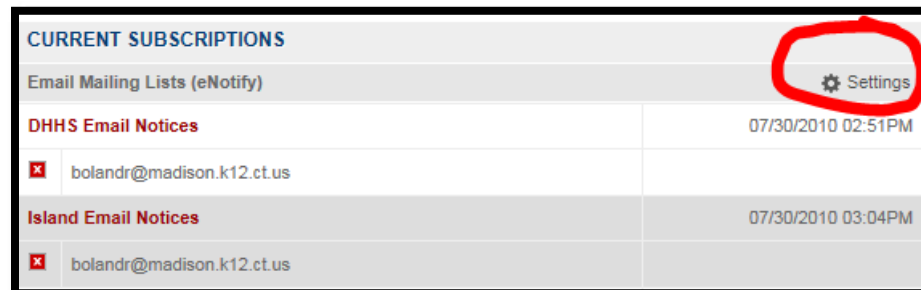
If you have a Parent's portal account, you can use it to subscribe.

Elementary school parents who don't have a parent account can create a public account.

If you already have a parent account...



1. Login to the Finalsite portal and hover on your name in the upper left corner
2. Click on subscriptions
3. Click on Settings and “check” the items you want



If you need to create an account



1. Click on COMMUNITY LOGIN on any of our webpages
2. Click “Create New Account”(found under the login button)
3. Only your district assigned Parent account will connect you to your child’s classes

A screenshot of the "Community Login" page. The title "Community Login" is in a large, bold, blue font. Below it, the text "Please provide your Finalsite username and password to log in:" is in a smaller, grey font. There are two input fields: "Username" and "Password", each with a white box and a grey border. Below the "Password" field is a dark grey button with the word "LOGIN" in white. Underneath the button are two links: "Forgot Username or Password" and "Create New Account". A red arrow points to the "Create New Account" link.

Community Login

Please provide your Finalsite username and password to log in:

Username

Password

LOGIN

[Forgot Username or Password](#)

[Create New Account](#)

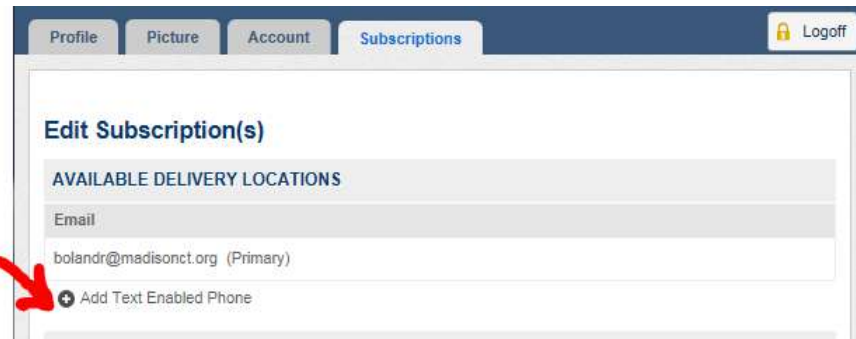
Text Messages

You can choose to receive a **text message** when the school day is altered.



Text Messages

1. From the subscriptions page, click “Add Text Enabled Phone”



2. Your phone will receive a text message that includes a code. Enter the code by clicking on Verify.

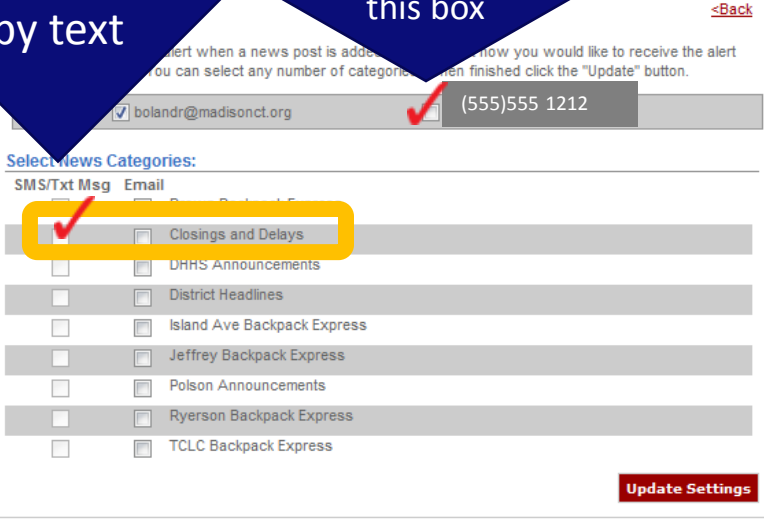


Text Messages

1. Click on "Settings" next to News Alerts
2. In the SEND TO field choose your cellphone.
3. In Select News Categories check the box for SMS/Txt Msg next to Closings and Delays
4. Click update settings.

3. Then chose what to receive by text

2. Check this box



Alert when a news post is added to the page. How you would like to receive the alert. You can select any number of categories. When finished click the "Update" button.

[-Back](#)

bolandr@madisonct.org (555)555 1212

Select News Categories:

SMS/Txt Msg	Email	Category
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Closings and Delays
<input type="checkbox"/>	<input type="checkbox"/>	DHHS Announcements
<input type="checkbox"/>	<input type="checkbox"/>	District Headlines
<input type="checkbox"/>	<input type="checkbox"/>	Island Ave Backpack Express
<input type="checkbox"/>	<input type="checkbox"/>	Jeffrey Backpack Express
<input type="checkbox"/>	<input type="checkbox"/>	Polson Announcements
<input type="checkbox"/>	<input type="checkbox"/>	Ryerson Backpack Express
<input type="checkbox"/>	<input type="checkbox"/>	TCLC Backpack Express

[Update Settings](#)

Select "Closings & Delays"



If you have questions send an email to
webmaster@madison.k12.ct.us