

Camp Hill School District

**Guide to Your  
Parent Portal**

# **Guide to Your Parent Portal**

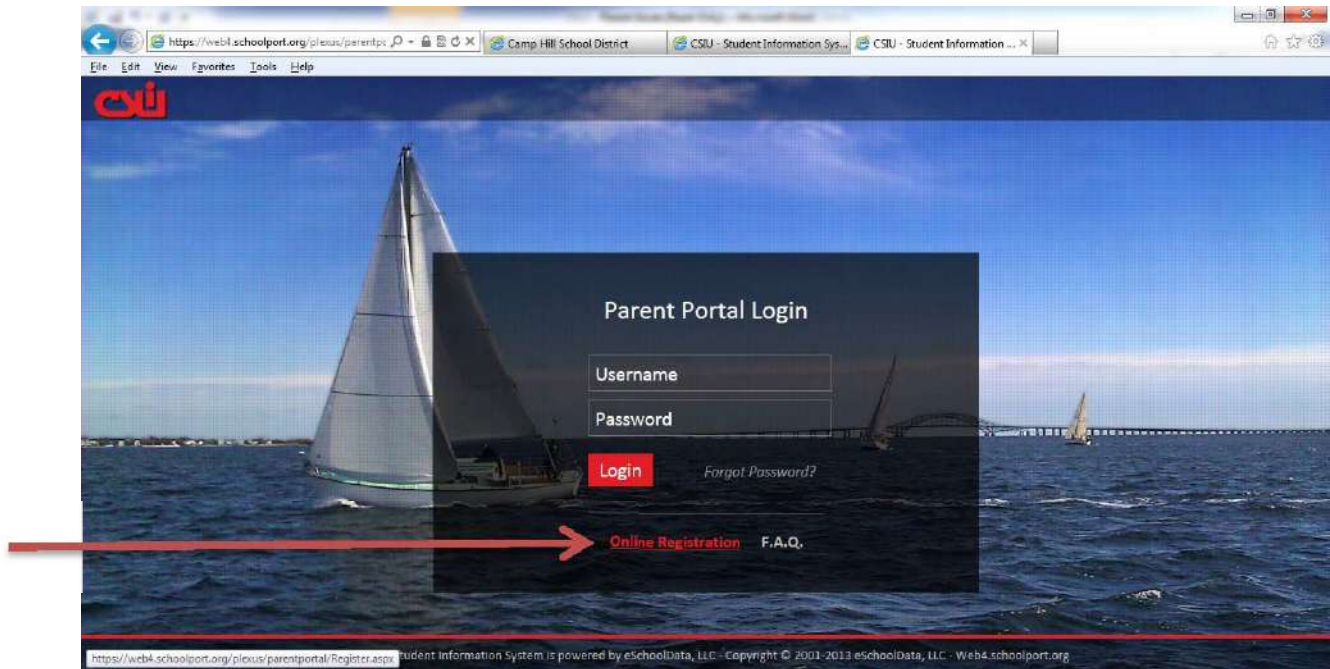
## **Table of Contents**

<b>Login.....</b>	<b>3-6</b>
<b>Basic Navigation.....</b>	<b>7-8</b>
<b>My Account (Updating Demographic Information).9-10</b>	<b>Miscellaneous..... 10</b>
<b>Logging off the program... ..</b>	<b>10</b>
<b>Parent Portal Use... ..</b>	<b>11</b>

# Login

Go to <https://parentSIS.csiu-technology.org>

Click on “*Online Registration*”



Enter all required information and click on “*Create Account Information*”.

The screenshot shows the 'Parent Portal' registration page for the 'Student Information System'. The page has a blue header with the CSIU logo and the text 'CENTRAL SUSQUEHANNA INTERMEDIATE UNIT'. Below the header, there are three tabs: 'Account Information', 'Personal Information', and 'Student Information'. The 'Account Information' tab is selected. The form is titled 'Welcome to Parent Portal Registration!' and 'STEP 1: Please enter your parent portal login information below.' The form contains the following fields: 'School District' (Camp Hill SD), 'Username' (rsteele), 'Email Address' (teele@camphillsd.k12.pa.us), 'Confirm Email Address' (teele@camphillsd.k12.pa.us), 'Password' (masked with dots), 'Confirm Password' (masked with dots), 'Authentication Question' (What's your pet name?), and 'Authentication Answer' (Doggy). A red arrow points from the 'Create Account Information >>' button at the bottom right of the form.

Enter required personal information and click on “*Create Personal Information*”.

The screenshot shows the 'Parent Portal' registration page for the 'Student Information System'. The page has a blue header with the CSIU logo and the text 'CENTRAL SUSQUEHANNA INTERMEDIATE UNIT'. Below the header, there are three tabs: 'Account Information', 'Personal Information', and 'Student Information'. The 'Personal Information' tab is selected. The form is titled 'STEP 2: Information will be used to verify your identity. Please make sure you provide the information the district already has on file.' The form contains the following fields: 'First Name' (Rita), 'Middle Name' (empty), 'Last Name' (Steele), 'Street Address' (340 N 21st St), 'Apartment #' (empty), 'City' (Camp Hill), 'State' (Pennsylvania), 'ZIP Code' (17011), and 'Phone' (717 - 901 - 2600). A red arrow points from the 'Create Personal Information >>' button at the bottom right of the form.

Enter required student information and Click “*Add Student to the above list*”. You only need to enter **one** of your children to verify your identity and then clickon “*Finish Registration*”.

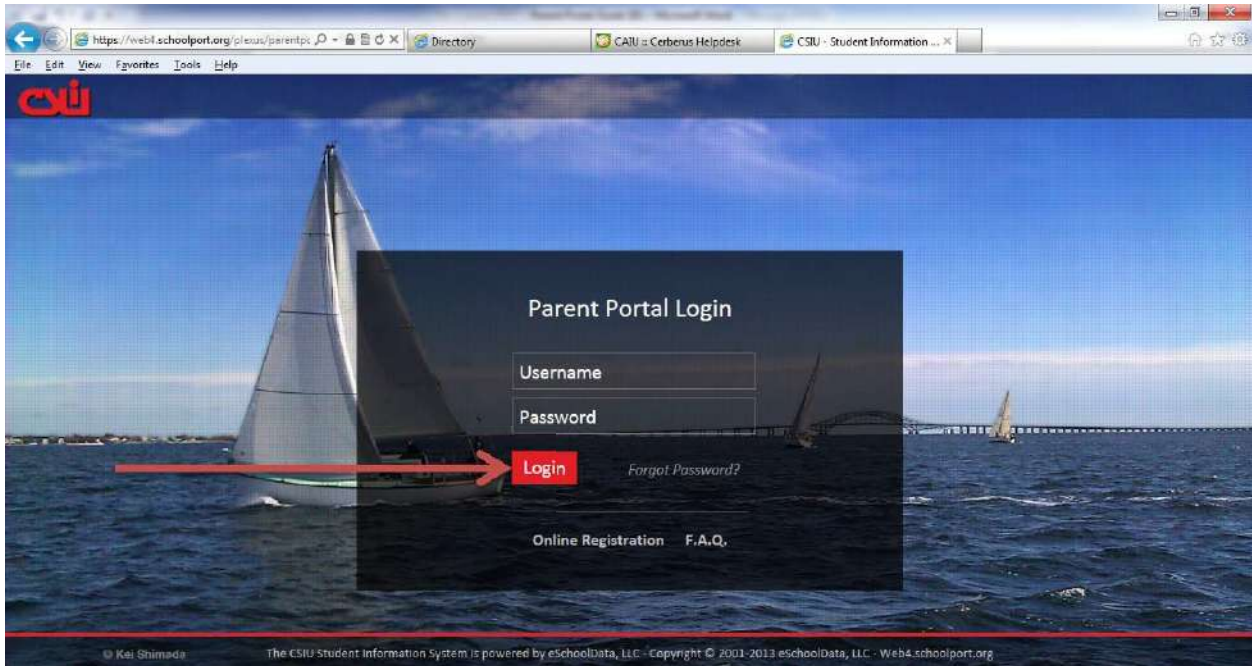
The screenshot shows the 'Parent Portal' registration interface. At the top, there's a header with the 'CAIU' logo and 'CENTRAL SUSQUEHANNA INTERMEDIATE UNIT'. Below the header, the 'Registration' section is active, with tabs for 'Account Information', 'Personal Information', and 'Student Information'. A message states: 'STEP 3: Please also make sure you provide at least one of your student(s) on file to verify your identity.' Below this, a table titled 'My Student(s)' is shown. Underneath, the 'Add Student' section contains input fields for ID Number, First Name, Last Name, Grade, and School. A red arrow points from the 'School' dropdown menu to the 'Add Student to the above list' button. Another red arrow points from the 'Add Student to the above list' button to the 'Finish Registration!' button.

**You will receive an email when your account has been verified, please allow 1 day.**

The screenshot shows the 'Parent Portal' registration interface after successful registration. The 'Registration' section displays a message: 'Your registration request has been processed successfully...'. Below this, a message states: 'Registration has been completed successfully. You will receive an email once your school district has approved your account request. Once you have activated your account, you will be able to log on to the eSchoolData Parent Portal.' The footer of the page reads: 'The CSIU Student Information System is powered by eSchoolData, LLC - Copyright © 2001-2013 eSchoolData, LLC - Web4.schoolport.org'.

Go to <https://parentSIS.csiu-technology.org>

Enter your Username and Password and click “Login”



# Basic Navigation

Navigating the features of the Parent Portal is accomplished by clicking on various areas of the screen.

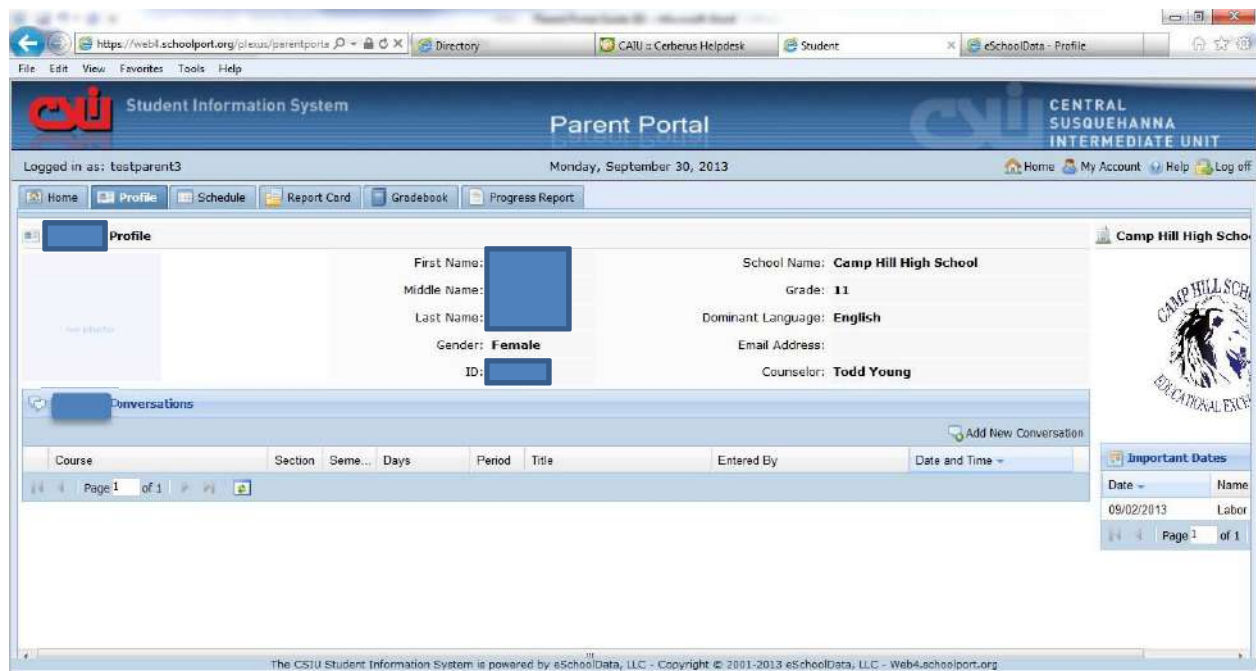
The screenshot shows the Parent Portal interface for Central Susquehanna Intermediate Unit. The header includes the logo, 'Student Information System', 'Parent Portal', and user information. The main content area is divided into four sections, each with a numbered callout:

- 1** (Recent Activities): A table listing activities with columns for Activity, Start, and End. It includes links like 'View Stud...', 'View BRY...', 'View ALEX...', and 'View ALEX...'.
- 2** (Uploaded File(s)): A table listing uploaded files with columns for File Name, Description, and District/School. It includes a 'Page 1 of 1' indicator.
- 3** (Announcement(s)): A table listing announcements with columns for Title, Description, and School. It includes a 'Page 1 of 1' indicator.
- 4** (Student(s)): A table listing students with columns for ID, First Name, Middle Name, Last Name, School, and Grade. It includes a 'Page 1 of 1' indicator.

1. Displays the recent activity on your parent portal.
2. Displays listing of files uploaded by the district.  
-If you see a file listed, click on it and you can either save it or open it.
3. Displays announcements from the district.  
-If you see an announcement listed, scroll your mouse over it to see the message.
4. List of your children.  
-Click on one of your listed children to see information about that child.



A series of tabs appear in the upper section of the screen. See the next page for an explanation of each tab.



**Home:** At any time, you can return to the main page by clicking on the Home tab.

**Profile:** This tab shows general information for each of your children.

**FOR GRADES 6-12 ONLY (Schedule, Report Card, Gradebook, and Progress Report):**

**Schedule:** Your child's schedule (by semester).

**Report Card:** A view of your child's report card.

**Gradebook:** Click on Classes to see grading information by class. Click on the specific class for details.

**Progress Report:** A view of your child's progress report (if applicable).



# My Account



In the upper right corner of the screen is a section named My Account. Clicking on this will open the **Update Account Info Tab** from this tab you can update

Account information (Username, Password, and Email Address)

A screenshot of the 'Update Account Info' tab in the Parent Portal. The tab is selected in the top navigation bar, which also includes 'Home', 'Personal Information', 'Environmental Settings', 'E-Mail Alerts', and 'Student Information'. The main content area is divided into three sections: 'Change Password', 'Change Username', and 'Change Email'. Each section contains input fields for the current value, a new value, and a confirmation value. The 'Change Password' section includes a note: '(should be a minimum of 6 characters with at least 1 number)'. The 'Change Username' section includes a label 'Your Current User Name' with a dropdown arrow. The 'Change Email' section includes a label 'Current Primary Account Email Address' with a dropdown arrow. An 'Update Account Information' button is located at the bottom right of the form.

**Personal Information Tab** from this tab you can update

Guardian Demographic information (Salutation, First/Last Name, Gender, EducationLevel, Telephone Number(s), and Email Address(es))

The information listed below reflects what is currently stored in the district's student management system. To add or update your personal information, please enter your changes below and click "Update Personal Info".

**Update Personal Info**

**Basic Information:**

Salutation: --Select--  
First Name: Rita  
Last Name: Steele  
Gender: ☒ Female ☐ Male  
Education Level: --Select--  
Mailing Address:

**Phone Information:**

Add Phone

Delete	Phone No	Phone Ext	Phone Type	Unlisted	Phone Priority
<input checked="" type="checkbox"/>	7179012600		Home Phone	<input checked="" type="checkbox"/>	1
<input checked="" type="checkbox"/>			Cell Phone	<input checked="" type="checkbox"/>	2

**Email Information:**

Add Email

Delete	Email Address	Email Type
<input checked="" type="checkbox"/>		HOME

**Update Personal Info**

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## Miscellaneous

**Help:** There is a button in the upper right corner of the screen that, when selected, will display a number of Frequently Asked Questions.

**Printing:** There are buttons throughout the program that allows you to print a particular page.

**Mobile URL:** <https://msis.csiu-technology.org/mobile/parent>

## Logging off the program

When you are finished, please log out of the program by selecting the "Log Out" button in the upper right corner of any screen.

# Parent Portal Use

Parent Portal is parent/guardian access to a variety of student-related information. It has been designed to be used as another form of communication with teachers and administrators to help support your child(ren)'s education.

As a condition of using the Parent Portal, I, as a legal parent or guardian, have read and understand the following:

1. Username and passwords are to be kept confidential. Do not give your password to your child(ren).
2. If you notice an error with any of your child's information or with the system, please e-mail Anna Grove at [agrove@camphillsd.k12.pa.us](mailto:agrove@camphillsd.k12.pa.us)
3. If you notice a mistake with any of your child(ren)'s grades, please e-mail his/her teacher directly.
4. Concerns about grades and assignments should be addressed to your child's teacher.
5. The school district is providing access as a privilege, and if abused, access may be revoked at any time.
6. Camp Hill School District and its directors, employees and agents are not responsible for any claims and/or damages arising from my use or inability to use the system.