

Home Access Center - Adding Notes

You may enter notes about a particular student, and choose whether or not to make these notes visible to parents in Home Access Center.



Click the **Notes** icon.

Student Id	Student Name	Notes
20007	Bradley, Ashleigh	
20012	Brookheimer, Melody Lee	
20004	Feinstein, Benjamin	

Notes

Date*	Comment*	Publish	
10/12/08	Melody needs to make up the Chapter test.	<input checked="" type="checkbox"/>	Save


- enter a date
- enter the comment.
- check **Publish** if you wish the note to be visible to the parent in Home Access Center.
- spell check if desired, then click **Save**.
- click the **Scores** button to return to the scores page.

Student Name	Notes	Student Average	9/11 Cls Pts:100	9/12 Test Pts:100	9/14 HMK Pts:100	10/10 Cls Pts:100	10/17 Cls Pts:100	10/19 Test Pts:100
Bradley, Ashleigh		68.35 %	75.00	65.00		65.00	88.00	
Brookheimer, Melody Lee		100.00 %	85.00		100.00	100.00	100.00	

indicates a note as been entered for student

PARENT VIEW

In Home Access Center, on the Schedule Tab, parents will see the icon for a note.

Course	Description
E000 - 502	Homeroom 5th Grade Roster
E100 - 502	Language Arts 5th Grade
E300 - 502	Mathematics 5th Grade
E400 - 502	Science 5th Grade
E500 - 502	Social Studies 5th Grade
E600 - 502	Music 5th Grade
E700 - 502	Art 5th Grade
E800 - 502	Physical Education 5th Grade
 E900 - 502	Lab 5th Grade



When clicked, the note will open.

Class Notes for E900 - 502 Lab 5th Grade

Date	Note
10/30/2008	Kayla has turned in 3 homework assignments late.

Close