

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.

The login page has a green header with the "Infinite Campus" logo and the tagline "Transforming K12 Education®". On the right, 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 "Username" and "Password" labels and input fields. 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, there is a language dropdown menu set to "English" and a footer with the copyright notice "©2003-2017 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 has a white background with an orange header bar. The header bar contains the text "Campus Portal" and "Madison Public Schools". Below the header, there are two input fields: "User Name" and "Password". Below these fields is a blue "Sign In" button with two orange arrows. To the right of the "Sign In" button is a red "HELP" button with an upward arrow. Below the "Sign In" button, there is a link "Problems logging in?". Further down, there are two lines of text: "If you have been assigned a Campus Portal Activation Key, [click here](#)" and "If you do not have an Activation Key, [click here](#)". At the bottom left, there is a link "Tell me more!". A blue circle highlights the "click here" link in the second line of text, and a blue line extends from this circle to a dark blue callout box on the right. The callout box contains the text "Click here to create your profile." in white.

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.

The screenshot shows the Infinite Campus Campus Portal. At the top left is the Infinite Campus logo. To its right is a grey bar with the text "Campus Portal". Further right is a dropdown menu labeled "SELECT A STUDENT" with a downward arrow. A blue speech bubble points to this dropdown, containing the text "Choose which child to view.". The dropdown menu is open, showing two options: "Jimmy Madison" and "Dolly Madison". Below the "Campus Portal" bar is a sidebar with a list of links: "Family", "Messages", "Calendar" (with a right arrow), "User Account", "Account Management" (with a right arrow), and "Access Log" (with a right arrow). The main content area on the right has a header "District Notices - 0 messages". Below it is a section for "School Notices - 1 message" with a downward arrow. The notice is from "[Daniel Hand High School]" and states: "Please note that due dates for assignments listed in the Infinite Campus gradebook may not reflect actual due date." Below the notices is a section for "Inbox - 0 messages". At the bottom of the page are three app store logos: "Available on the App Store", "GET IT ON Google play", and "Available at amazon appstore for Android".

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

Student
Selected



Jimmy Madison

SELECT A STUDENT ▾

12-13 Daniel Hand High School
Grade: 10

Click the A+
symbol to
view grade
received

Calendar

Schedule >

Attendance >

Fees >

Reports >

Family

Messages >

Calendar >

User Account

Account Management >

Access Log >

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			

Click the
bell to view
attendance
events

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
02	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
	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
08	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
	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

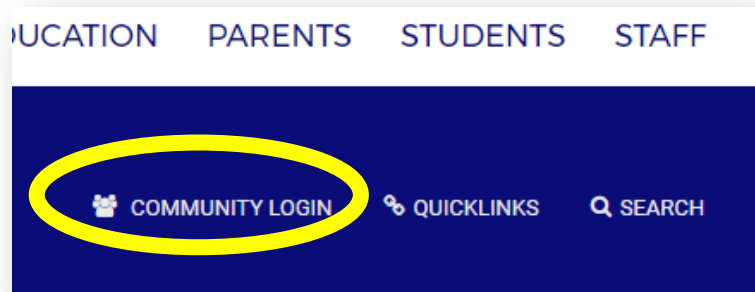


Webpages for the middle school and high school classes are inside the portal. Teachers, Students, and Parents login to view this space. Students will interact with this space.

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.

A screenshot of the 'Community Login' form. The form has a white background with a dark blue header. The header contains the text 'Community Login' in dark blue. Below the header is a dark blue bar with white text. The text 'Please provide your Finalsite username and password to log in:' is in dark blue. Below this text are two input fields: 'Username' and 'Password'. Below the input fields is a dark blue button with white text that says 'LOGIN'. Below the button are two links: 'Forgot Username or Password' and 'Create New Account'.

What will I find after I login?

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

[Subscribe to News Alerts](#)
[Subscribe to Calendar Alerts](#)
[Calendar](#)
[Nite In Hand](#)

Parent Portal

[VIEW FULL HOMEWORK CALENDAR](#)
[2017-18 CALENDAR](#)

- Alerts
- Calendar
 - 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) 07

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

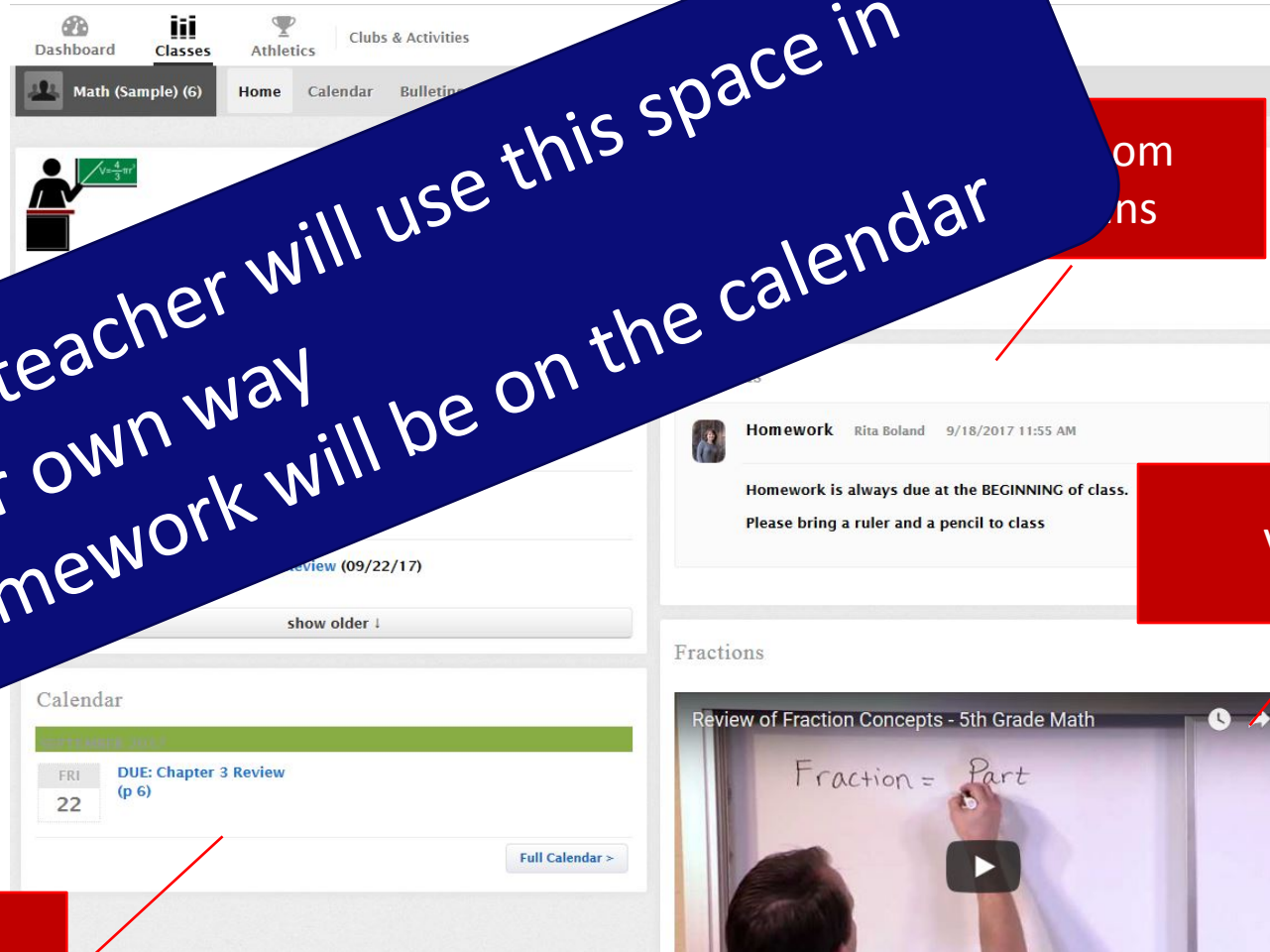
Calendar

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



Dashboard Classes Athletics Clubs & Activities

Math (Sample) (6) Home Calendar Bulletin

$V = \frac{4}{3}\pi r^3$

Homework Rita Boland 9/18/2017 11:55 AM

Homework is always due at the BEGINNING of class.
Please bring a ruler and a pencil to class

Calendar

SEPTEMBER 2017

FRI DUE: Chapter 3 Review (p 6)
22

Full Calendar >

Fractions

Review of Fraction Concepts - 5th Grade Math

Fraction = Part

Homework
calendar

Videos

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

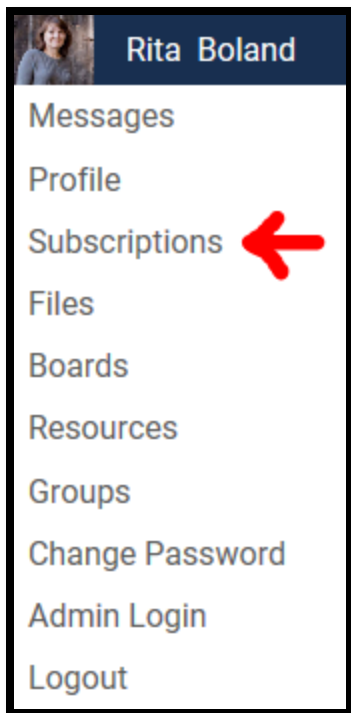
eNotify

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

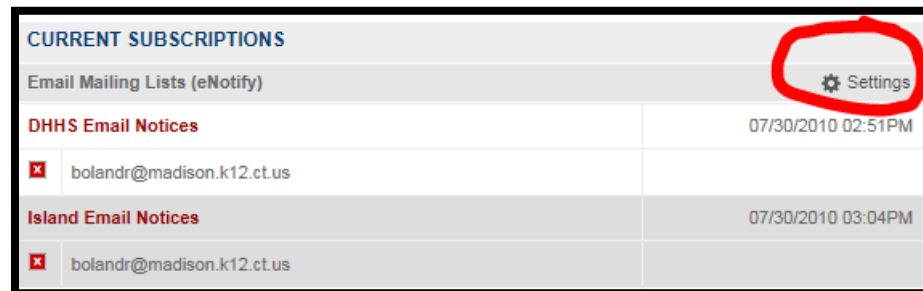
If you have a Parent's portal account, you can use it to subscribe.

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

Community Login

Please provide your Finalsite username and password to log in:

Username

Password

LOGIN

[Forgot Username or Password](#)

[Create New Account](#)

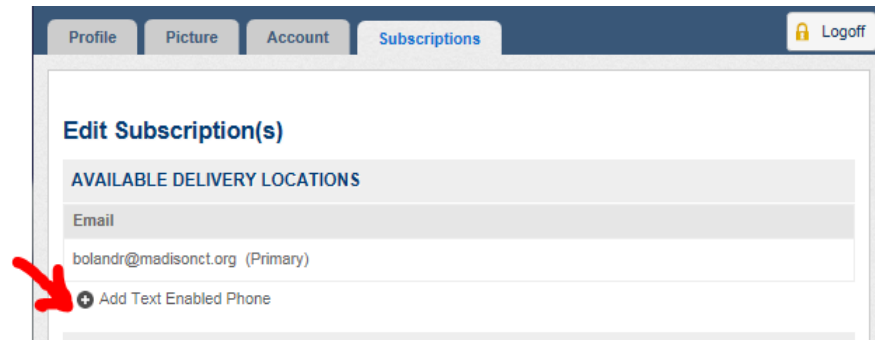
Text Messages

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.

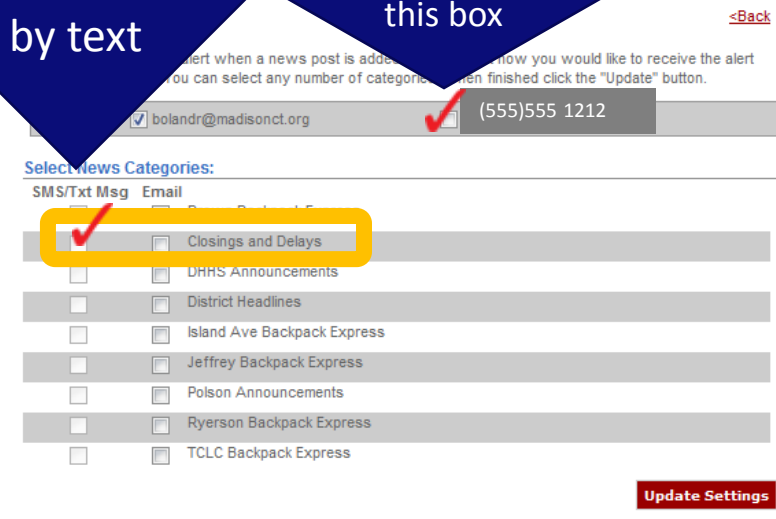


Text Messages

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. 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
<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Update Settings

Select "Closings & Delays"



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