

# How to Access End-of-Trimester Grades for Elementary Students

You can use PowerSchool's Parent Portal to access your child's end-of-trimester (final) grades and comments.

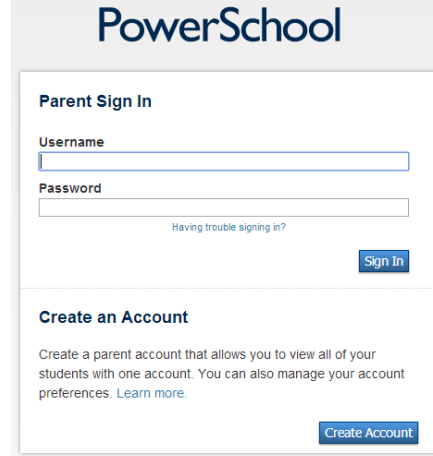
To get to PowerSchool, go to [www.westada.org](http://www.westada.org) and click on the "PowerSchool" link.



## If you do not have an account:

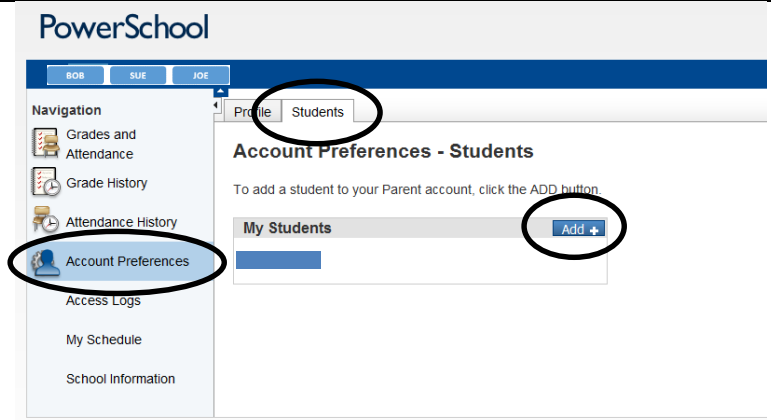
1. Click on "Create Account".  
*\*\*Follow the directions in the Parent Letter provided by your child's classroom teacher.*
2. Enter your Username and Password after you have created an account.

**SKIP TO STEP 7.**



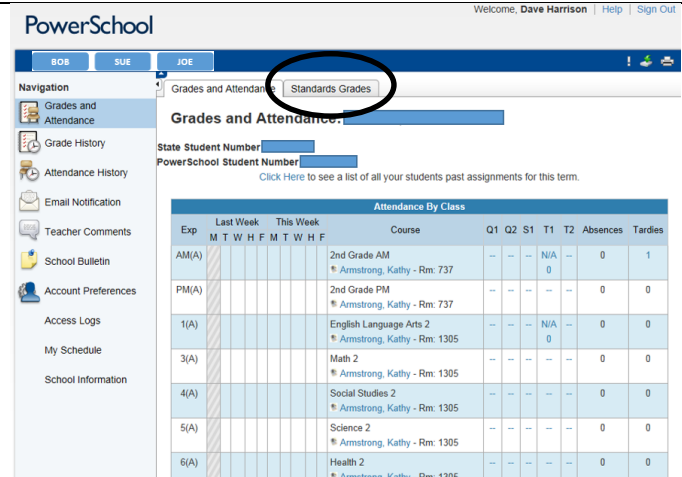
## If you are already have an account:

3. Log in to PowerSchool and click on "Account Preferences".
4. Click on the "Students" tab.
5. To add additional children, click on "Add +".
6. Enter the required information from the Parent Letter provided by your child's teacher.



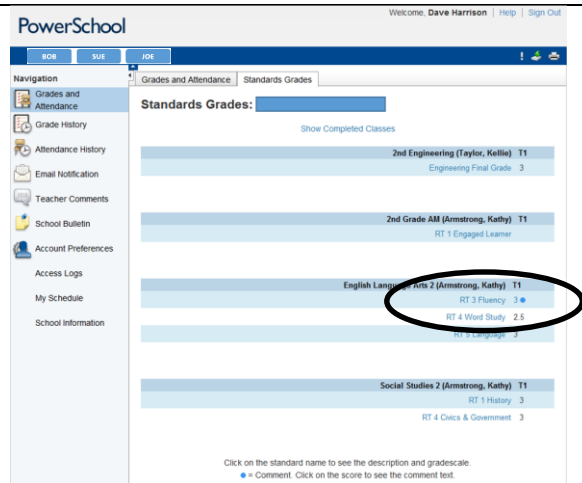
The "Grades and Attendance" page is the main page by default.

7. Your child's name will be listed in the top blue header. If you have multiple children in the same school, you can change from one child to another by clicking on the child's name in the header.
8. To view your child's final grades, click on the "Standards Grades" tab.



End-of-trimester grades are displayed by course.

9. Click on the standard name to view a description of the grade.
10. Click on a blue circle to view a comment provided by the teacher of the course.

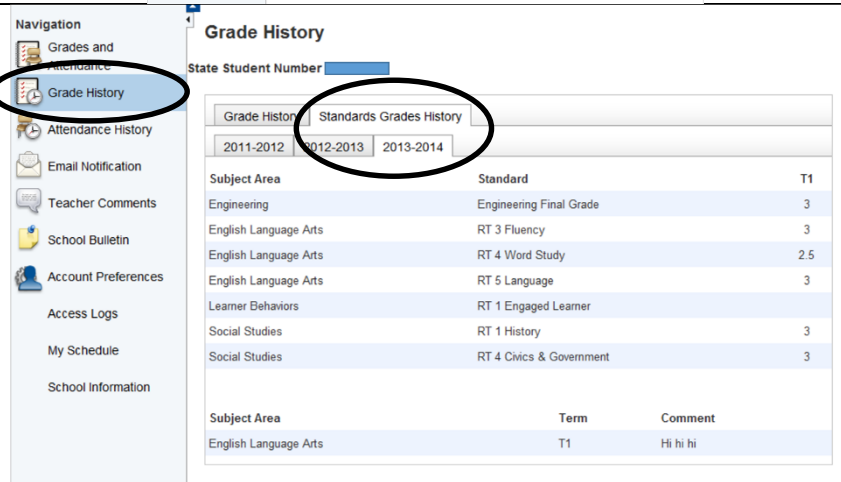


11. To view final grades from the current year or previous years, click on "Grade History".
12. Click on the "Standards Grades History" tab.
13. Click on the year tab you would like to view.

Grades are listed by course.

Teacher comments are displayed at the bottom of the page.

You can print out your child's grades and comments by clicking on the printer icon in the top right corner.

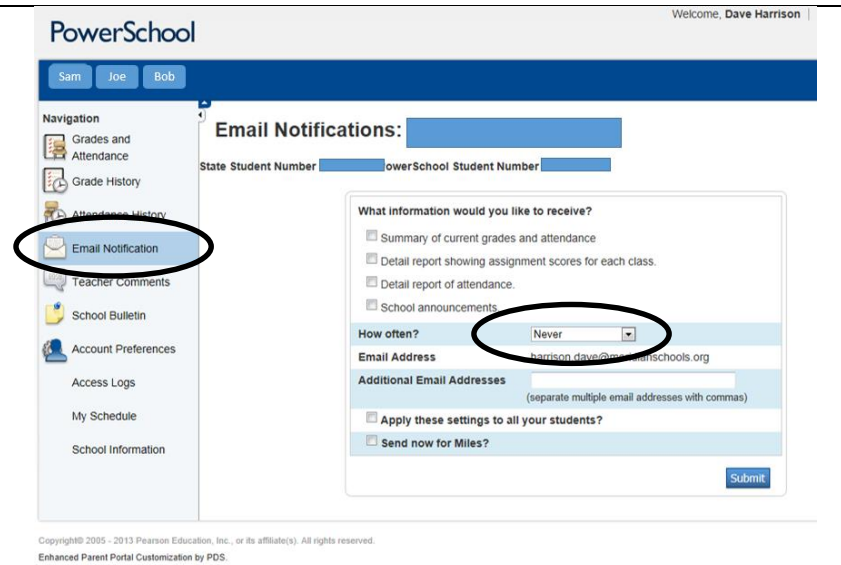


### DISCLAIMER:

**We do NOT recommend signing up to receive Email Notifications for ELEMENTARY STUDENTS.**

The emailed reports are NOT set up to accurately display standards-based grading. The information provided on these reports can lead to an inaccurate account of your child's performance.

Until PowerSchool makes these reports customizable, we cannot change the information provided. Therefore, we discourage signing up to receive them at this time.



### Need Help Logging into PowerSchool? Contact:

- Wendy Spencer – [spencer.wendy@westada.org](mailto:spencer.wendy@westada.org) – phone: 350-5033
- Michelle Conger – [conger.michelle@westada.org](mailto:conger.michelle@westada.org) – phone: 350-5159

### Have Questions about Standards-Based Grades in PowerSchool? Contact:

- Your child's teacher
- Dave Harrison – [harrison.david@westada.org](mailto:harrison.david@westada.org) – phone: 350-5045