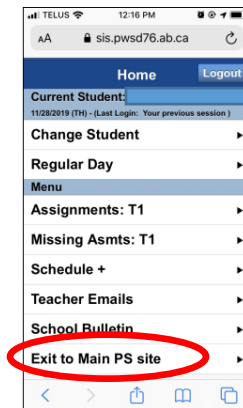


Jr/Sr High Parent/Student – Parent How to generate a Report Card (For iPhone/Ipad)

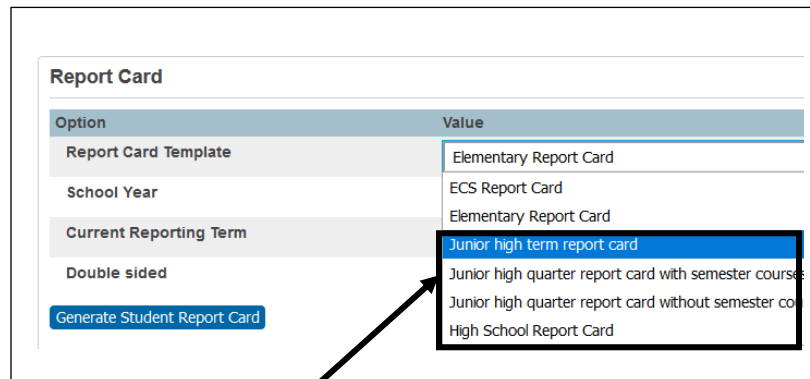
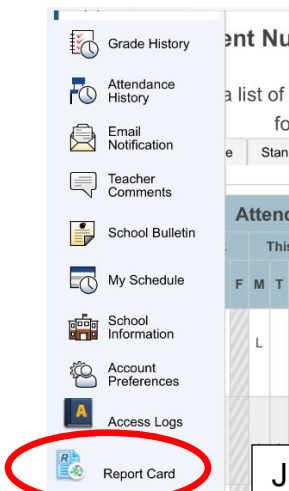
If Using your phone **using a browser** – Download and **use Chrome** instead of Safari
(to see report cards on your iphone you must do this)



1. Go to the parent portal website on your iphone <https://sis.pwsd76.ab.ca>
2. Sign in using your parent sign in
3. Choose Exit to Main PS Site



4. On your left menu choose Report card icon (Note if you are not using a Chrome browser you may not be able to generate on your phone as there is a popup blocker)
 - a. From the drop down Choose the correct Template for your school and your students grade level



Jr High (3 report card choices) – Check with your school to find out what your school uses

High School (All Gr 10-12 students)

- b. Once your template is chosen **input the correct school year** (NOTE the school year defaults to the most recent that we have in PowerSchool, as of the beginning of February this will have next years school year as the default so make sure you input the correct school year)

Report Card

Option	Value
Report Card Template	High School Report Card
School Year	2019-2020
Current Reporting Term	Semester 2
Double sided	<input type="checkbox"/>

[Generate Student Report Card](#)

- c. Input what term report card you want to look at
 d. Click Generate Student Report Card

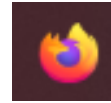
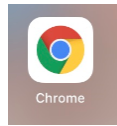
5. The first time you will get the follow message on the bottom of your screen

The screenshot shows the 'Student Report Card' page in PowerSchool. On the left is a navigation menu with options like 'Grades and Attendance', 'Grade History', 'Attendance History', 'Email Notification', 'Teacher Comments', 'School Bulletin', 'My Schedule', 'School Information', 'Account Preferences', 'Access Logs', and 'Report Card'. The main content area includes a 'Report Card' form with the same options as shown in the previous image. Below the form is a 'Generate Student Report Card' button. A red message says 'Unblock popup window in browser for Powerschool site.' Below that are 'Instructions' for printing. At the bottom of the page, a 'Pop-ups blocked (1)' notification is visible with an 'Always show' button.

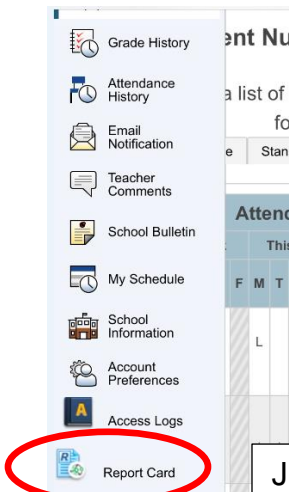
Just click on the word Always show and the report card will open in a new tab

Jr/Sr High Parent/Student – Parent How to generate a Report Card (For computer or chromebook)

Best using the Chrome browser or Firefox



1. Go to the parent portal website <https://sis.pwsd76.ab.ca>
2. Sign in using your parent sign in
3. On your left menu choose Report card icon (Note there may need to unblock the popup window)
 - a. From the drop down Choose the correct Template for your school and your students grade level



Option	Value
Report Card Template	Elementary Report Card
School Year	ECS Report Card
Current Reporting Term	Elementary Report Card
Double sided	<input type="checkbox"/>

[Generate Student Report Card](#)

Junior high term report card

Junior high quarter report card with semester courses

Junior high quarter report card without semester courses

High School Report Card

Jr High (3 report card choices) – Check with your school to find out what your school uses

High School (All Gr 10-12 students)

- b. Once your template is chosen **input the correct school year** (NOTE the school year defaults to the most recent that we have in PowerSchool, as of the beginning of February this will have next years school year as the default so make sure you input the correct school year)

Option	Value
Report Card Template	High School Report Card
School Year	2019-2020
Current Reporting Term	Semester 2
Double sided	<input type="checkbox"/>

[Generate Student Report Card](#)

- c. Input what term report card you want to look at
- d. Click Generate Student Report Card

4. The first time you will get the follow message on the bottom of your screen

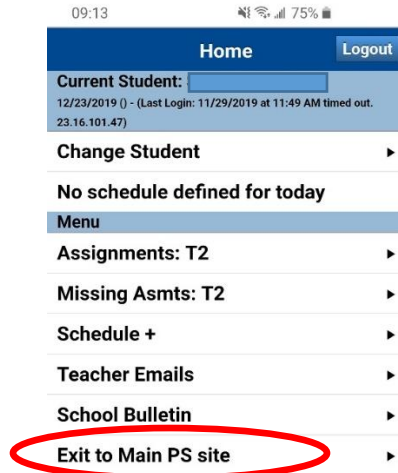
The image shows a screenshot of a web application interface for generating a 'Student Report Card'. On the left is a navigation menu with items like 'Grades and Attendance', 'Grade History', 'Attendance History', 'Email Notification', 'Teacher Comments', 'School Bulletin', 'My Schedule', 'School Information', 'Account Preferences', 'Access Logs', and 'Report Card'. The main content area is titled 'Student Report Card' and contains a 'Report Card' form with fields for 'Report Card Template' (set to 'Elementary Report Card'), 'School Year' (2019-2020), 'Current Reporting Term' (Term 1), and a 'Double sided' checkbox. Below the form is a 'Generate Student Report Card' button. A red error message reads 'Unblock popup window in browser for Powerschool site.' Underneath is an 'Instructions' section with a list of tips for printing. At the bottom of the page, a blue notification bar says 'Pop-ups blocked (1)' with an 'Always show' button and a close icon. A second, larger version of this notification bar is shown in a separate box to the right, with an arrow pointing to the 'Always show' button. Another arrow points from the 'Always show' button in the larger box to the 'Always show' button in the main page screenshot.

Just click on the word Always show and the report card will open in a new tab

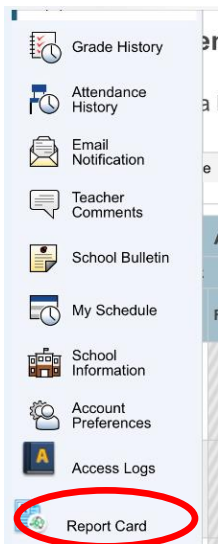
Jr/Sr High Parent/Student – Parent How to generate a Report Card (For Android)

If Using your phone **MUST use a browser NOT the APP**

1. Go to the parent portal website on your phone <https://sis.pwsd76.ab.ca>
2. Sign in using your parent sign in
3. Choose Exit to Main PS Site



4. If you want to Generate a REPORT CARD for a specific term on your left menu choose Report card icon
 - a. From the drop down Choose the correct Template for your school and your students grade level



Option	Value
Report Card Template	Elementary Report Card
School Year	ECS Report Card
Current Reporting Term	Elementary Report Card
Double sided	Junior high term report card
	Junior high quarter report card with semester courses
	Junior high quarter report card without semester course
	High School Report Card

Generate Student Report Card

Jr High (3 report card choices) – Check with your school to find out what your school uses

High School (All Gr 10-12 students)

- b. Once your template is chosen **input the correct school year** (NOTE the school year defaults to the most recent that we have in PowerSchool, as of the beginning of Feburary this will have next years school year as the default so make sure you input the correct school year)

Report Card

Option	Value
Report Card Template	High School Report Card
School Year	2019-2020
Current Reporting Term	Semester 2
Double sided	<input type="checkbox"/>

[Generate Student Report Card](#)

- c. Input what term report card you want to look at
d. Click Generate Student Report Card

5. The report opens in a new tab