

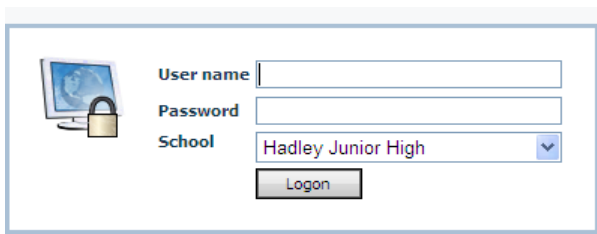
## ***Online Parent Portal - Pinnacle Internet Viewer (PIV)***

Welcome to the Online Parent Portal – Pinnacle Internet Viewer (PIV)! From this site, parents/guardians will be able to access current scores on assignments and assessments, as well as information on which standards have been assessed. This secured access requires an Internet connection and a confidential user name and password issued by District 41 for each student.

We hope access to the Parent Internet Viewer will provide you the opportunity to be more informed about your child's academic progress.

### **How do I access the Parent/Student Grade Book Viewer?**

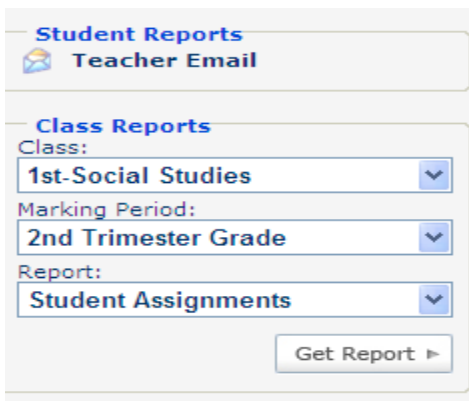
1. Go to [www.d41fin.net/pinnacle/piv](http://www.d41fin.net/pinnacle/piv) or click on the Pinnacle Internet Viewer link on your school's web page.
2. Use the student *User name* ID number provided to you by the district.
3. Use the student's Parent Viewer *Password* provided to you by the district. You will have a different password for each of your children who are in a participating classroom.
4. Choose the school in the school area.
5. Click the log in button.



The screenshot shows a login form with a computer icon and a padlock. It contains three input fields: 'User name', 'Password', and 'School'. The 'School' dropdown menu is set to 'Hadley Junior High'. Below the fields is a 'Logon' button.

### **What will I see?**

- \*After logging in you will see the following:



The screenshot shows the 'Student Reports' section with a 'Teacher Email' link. Below it, the 'Class Reports' section has three dropdown menus: 'Class' (set to '1st-Social Studies'), 'Marking Period' (set to '2nd Trimester Grade'), and 'Report' (set to 'Student Assignments'). A 'Get Report' button is at the bottom.

- Class: Lists each class your child is enrolled in
- Marking Period: Select which trimester you would like to view
- Two reports are available: Student Assignments & Student Standards Report
- Reminder - not all teachers are participating in the field test this year; therefore no grades will show on the Parent Viewer for certain subject areas.

### **Reports**

Using the pull down menus, select the class; select the marking period; then select the report you wish to view.

**Student Assignments:** The report lists the student's assignments, date, category, student's score, possible score, and comments.

**Student Standards Report:** This report shows the hierarchy of standards beginning with level 1 (what appears on the report card), level 2 (connects level 1 with level 3); level 3 (the standards to which assignments are linked). Please note – not all standards listed are assessed every trimester; the ones not assessed will indicate “Has not been scored.” Other standards will read “Has not been scored” until the teacher links a particular assignment to the relevant standard(s).

### **What is the meaning of the grading codes?**

The Parent Viewer displays several special grading codes listed below.

**Grade:** Actual points awarded for the assignment/quiz/test

**Max:** Maximum number of points available for the assignment/quiz/test

**Letter:** **M**/meeting (rubric of a 3 or 85 – 100%); **P**/progressing (rubric score of a 2 or 84 – 70% for Hadley; 84 – 66% for elementary); **NM**/not meeting (rubric score of a 1 or 69% and below for Hadley; 65% and below for elementary).

**X:** Student has been excused from this assignment/does not affect the grade

**Blank:** Assignment has not been recorded yet/does not affect the grade

**Superscript 'A' on the Student Standards Report:** When a particular standard has been assessed fewer than three times, the 'A' indicates that the scores have been averaged.

### **How is the rubric and percentage calculated?**

- Under a rubric scale, all assignments are graded M (3 points), P (2 points), and NM (1 point).
- Scores for each standard are averaged together to calculate the overall grade for the standard.
- Under a percentage scale, assignments are given point scores. The grade is calculated by dividing the total number of points earned for that standard by the maximum number of points.

### **How often are the grades updated online?**

As part of the field test this year, the following parameters have been established for data entry. Time frames were established as reasonable guidelines for teachers to post scores:

*Homework & Quizzes:* Up to 1 week

*Tests & Projects:* Up to 2 weeks

*Long-term projects and papers:* Up to 3 weeks

### **Important things to note**

- Only certain subject areas have been linked to specific standards (Literacy, Math/K – 5, Science/6 – 8, Hadley Art and Art Technology).
- Not all staff is participating in the field test, therefore you will only have access through the Parent Viewer to information of those teachers participating
- Both the Standards Based Report Card and the online Parent Viewer are being field tested this year. We will continue to gather feedback from parents, teachers and students to make changes in the 2010/2011 school year. Please email your feedback on the report card, the Parent Viewer, this instruction page, or other aspects of the field test to [reportcard@d41.org](mailto:reportcard@d41.org).