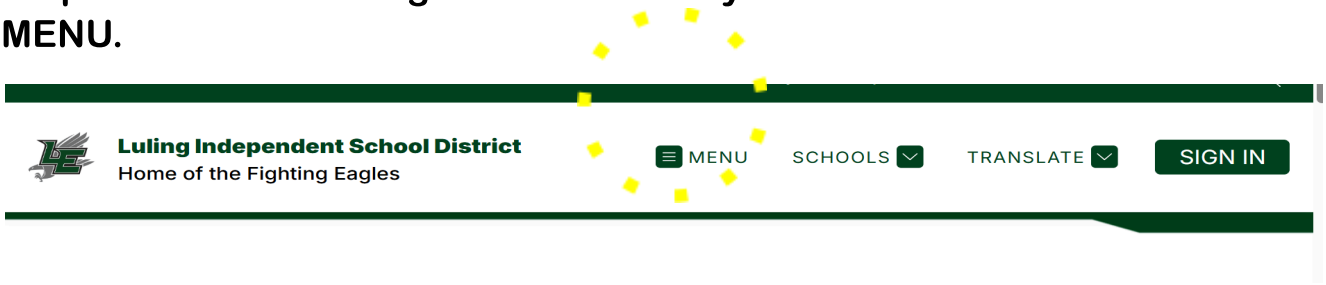
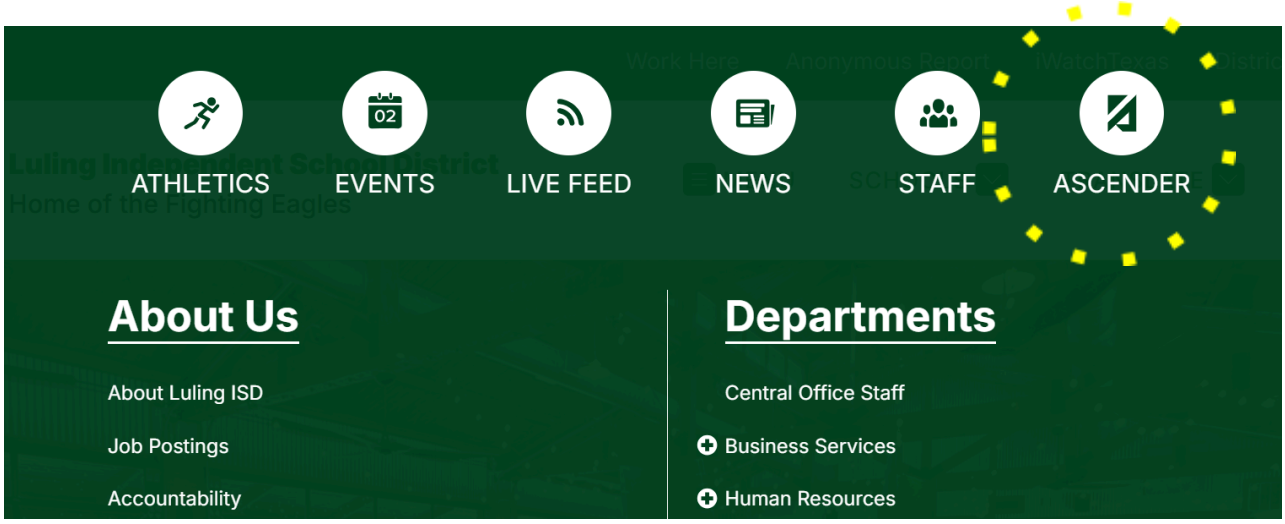
Ascender Parent Portal Quick Guide

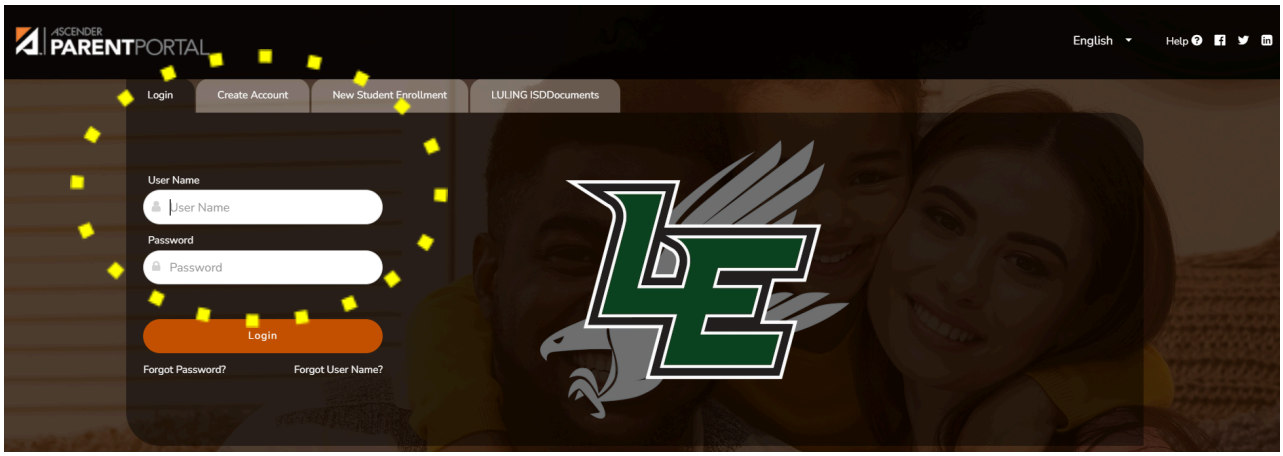
Step 1: Go to the Luling ISD Website or your school website and click on MENU.



Step 2: Click on ASCENDER.

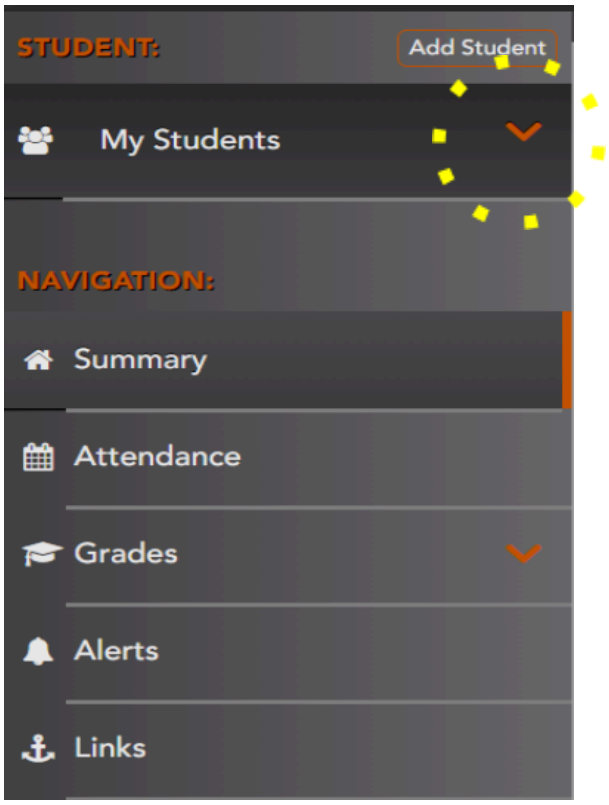


Step 3: Login>enter your user name and password. (Contact your student's campus if you need help with this step.)



Step 4: Navigate Parentportal

- The currently selected student's name and photo are displayed in the top-left corner.
- If you have multiple students added to your ParentPortal. Click  next to **My Students** to select another student.



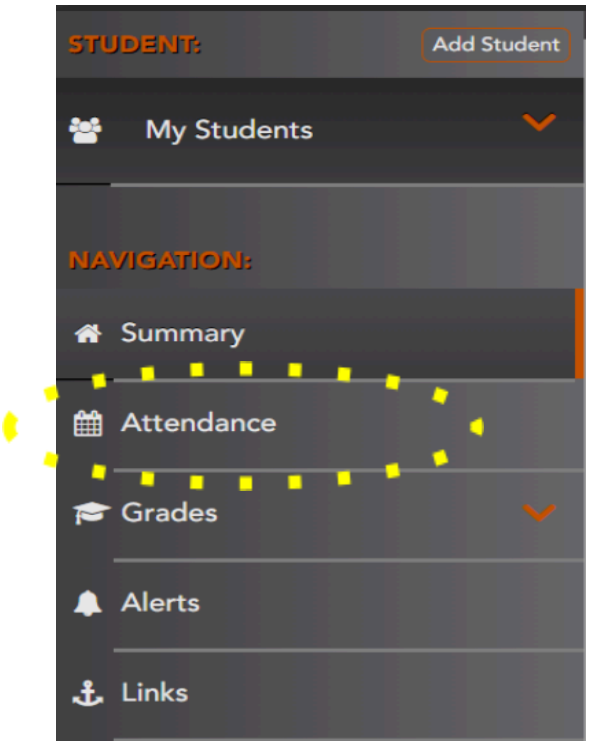
Top Right

 - Click to view alerts for your student. The number of unread alerts (if any) is displayed in a red circle next to the icon.

 - Click to view ASCENDER ParentPortal online Help.

 - Click to change the language or log out of ASCENDER ParentPortal.

Step 5: Attendance> How to navigate and check



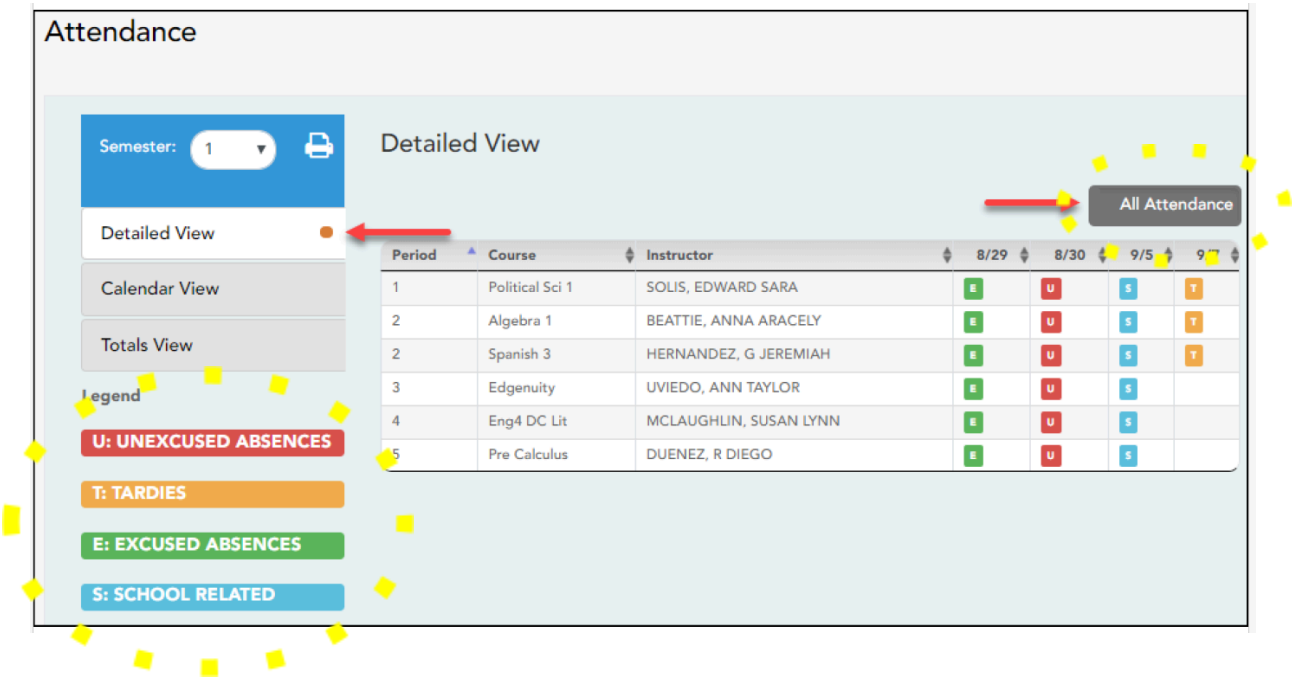
The Attendance page displays your student's daily attendance and semester totals.

- **Detailed View** - Displays attendance details in a table view.
- **Calendar View** - Displays attendance details in a calendar view instead of a table view.
- **Totals View** - Displays tardies and attendance totals for the semester.

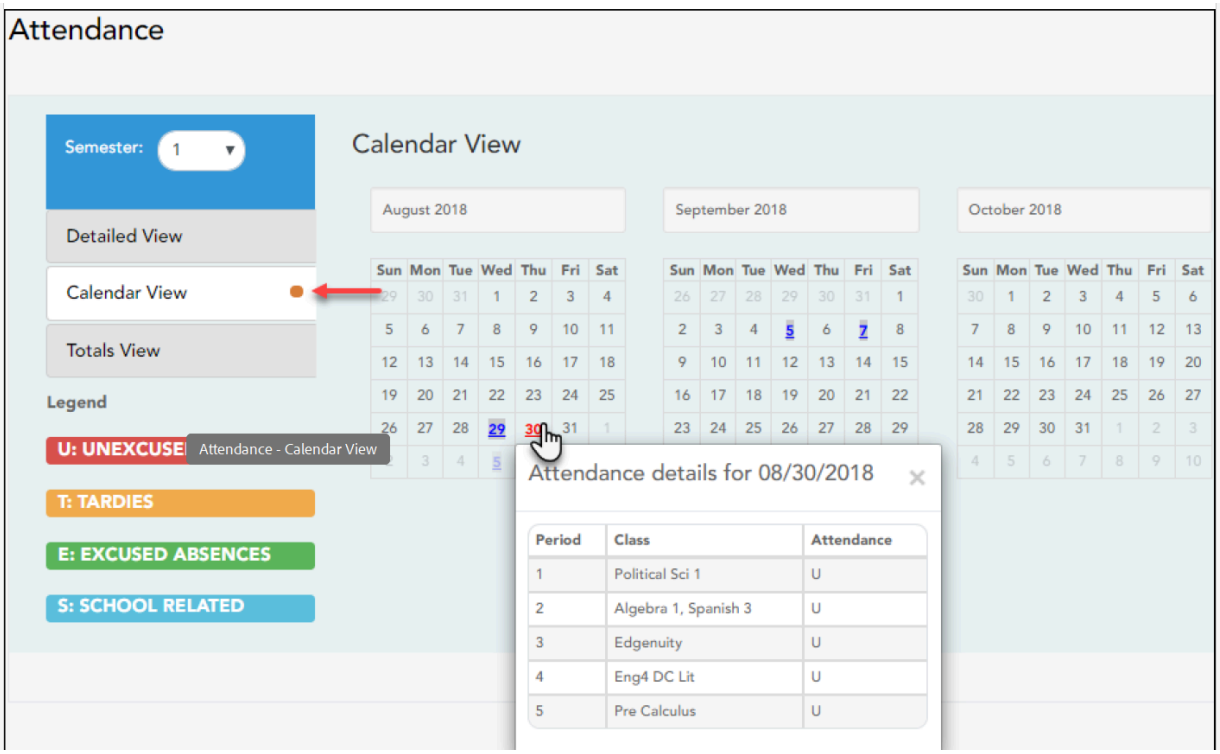
Attendance data is current as of the date and time you logged in. To refresh the attendance data displayed, you must log out and log in again.

Detailed View:

- Click **All Attendance** to toggle to the **Detailed** view where you can see more specific information for an absence, such as whether a doctor note or field trip notice is on file for that absence.
- All applicable codes are listed in the Legend.
- The codes are color coded according to the main absence types (unexcused-U, excused-E, tardy-T, and school related-S)
- Your student's schedule is displayed. The date appears in the column heading only if your student was marked absent or tardy for any period that day.
- If your student was present and on time for the entire day, nothing appears for the date.
- If your student was not present for the entire class, a code appears for the period and date. A description of each code is displayed in the **Legend.**



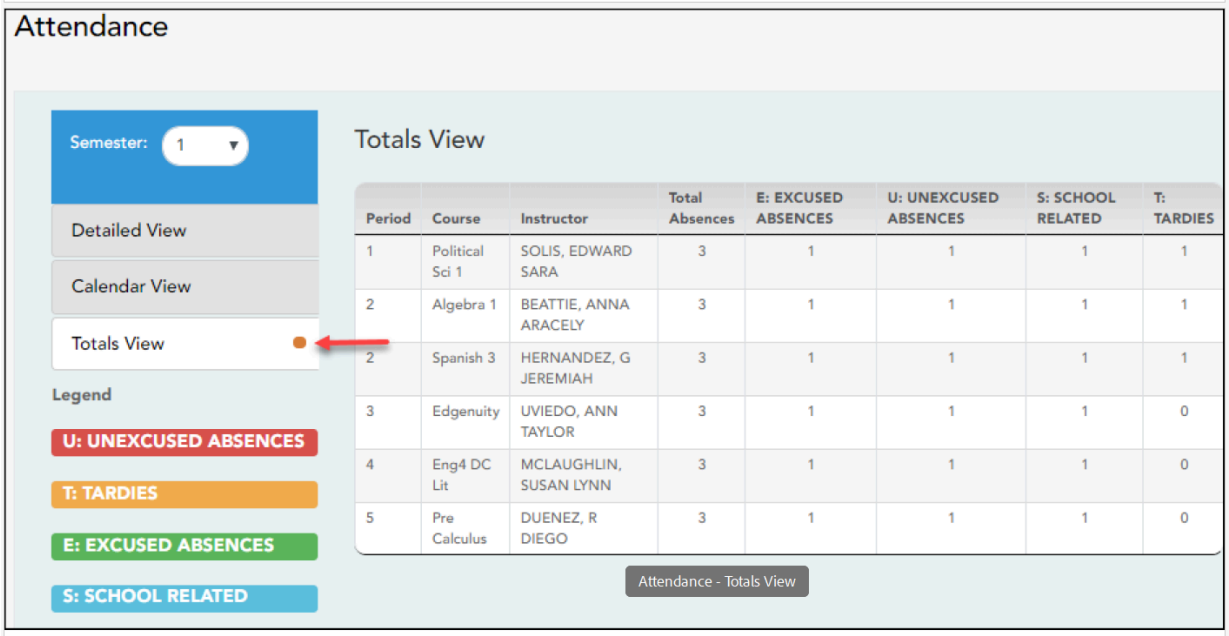
Calendar View:



- All months for the selected semester are displayed.

- If the student was not present for the entire class for any period of the day, the date is shaded.
- Click on the date to view the attendance details for each period.
- The period is only listed if your student was marked absent or tardy for that period.

Total View:

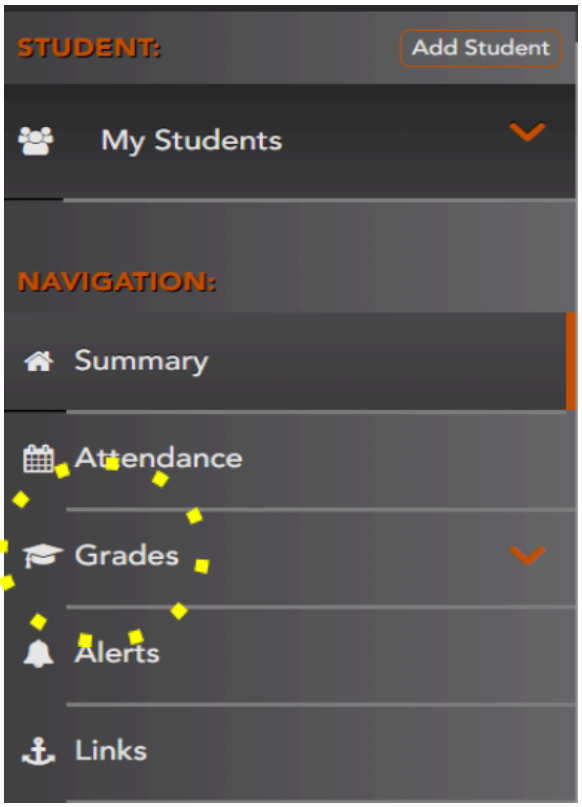


- Your student's classes are listed by period and the total number of excused absences, unexcused absences, school related absences and tardies for the selected semester are listed.
- The Total Absences column displays semester totals for all absence types excluding tardies.

Step 6: Grades> How to navigate and check

The Cycle and Semester Grades page displays your student's cycle and semester grade averages. You can also view assignment grades for the current semester.

- **Cycle Grades** - Displays current grade averages for the current cycle, and posted grade averages for previous cycles. For the current semester, you can view the assignment grades for each class. For previous semesters, only the posted average is available.
- **Semester Grades** - Displays your student's posted semester and final averages. This data is only available for closed semesters. For the current semester, no data is displayed.



Cycle Grades

The Cycle Grades is the default view. The section expands to display all assignments, due dates, and assignment grades, as well as the weight and the average for each assignment category in their course.

- **Click on the grade to expand the page**
- **Click the**  **at bottom to collapse the expanded page for a particular course cycle.**

0	ELA 8		MONICA A. PEREZ	88
1	SCIENCE 8		CHRISTOPHER C. CHIVERTON	88

Assesments (Weight 20%)

Assignment	Due Date	Grade	Late	Redo
Assesments average				

Daily Work (Weight 20%)

Assignment	Due Date	Grade	Late	Redo
safety lab quiz	No Due Date	85		
Atoms notes	No Due Date	85		
protons, electrons, neutrons tri folds	No Due Date	90		
	Daily Work average	87		

Homework (Weight 10%)

Assignment	Due Date	Grade	Late	Redo
Homework average				

Participation (Weight 15%)

Assignment	Due Date	Grade	Late	Redo
Participation average				

Quizzes (Weight 15%)

Assignment	Due Date	Grade	Late	Redo
counting atoms packet	No Due Date	90		
	Quizzes average	90		

test (Weight 20%)

Assignment	Due Date	Grade	Late	Redo
test average				

Citizenship S

Calculated Average 88

Semester Grades

Your student's posted semester and final averages are displayed. This data is only available for closed semesters. For the current semester, no data is displayed.

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Exam	The student's semester exam grade for the course is displayed.
Semester Average	The student's posted semester average for the course is displayed.
Final Grade	The student's posted final grade for the course is displayed. • For one-semester courses, this grade is posted after the semester is closed. • For year-long courses, this grade is only posted after the final semester of the school year is closed.
Credits	The number of credits received for the course that count toward graduation requirements is displayed.
(note icon)	Click the icon to view a note entered by the teacher. If the teacher has provided contact information, office hours, and/or other notes, an icon is next to the teacher's name. If the teacher has provided course notes or assignment notes, an icon is next to the course and/or assignment.