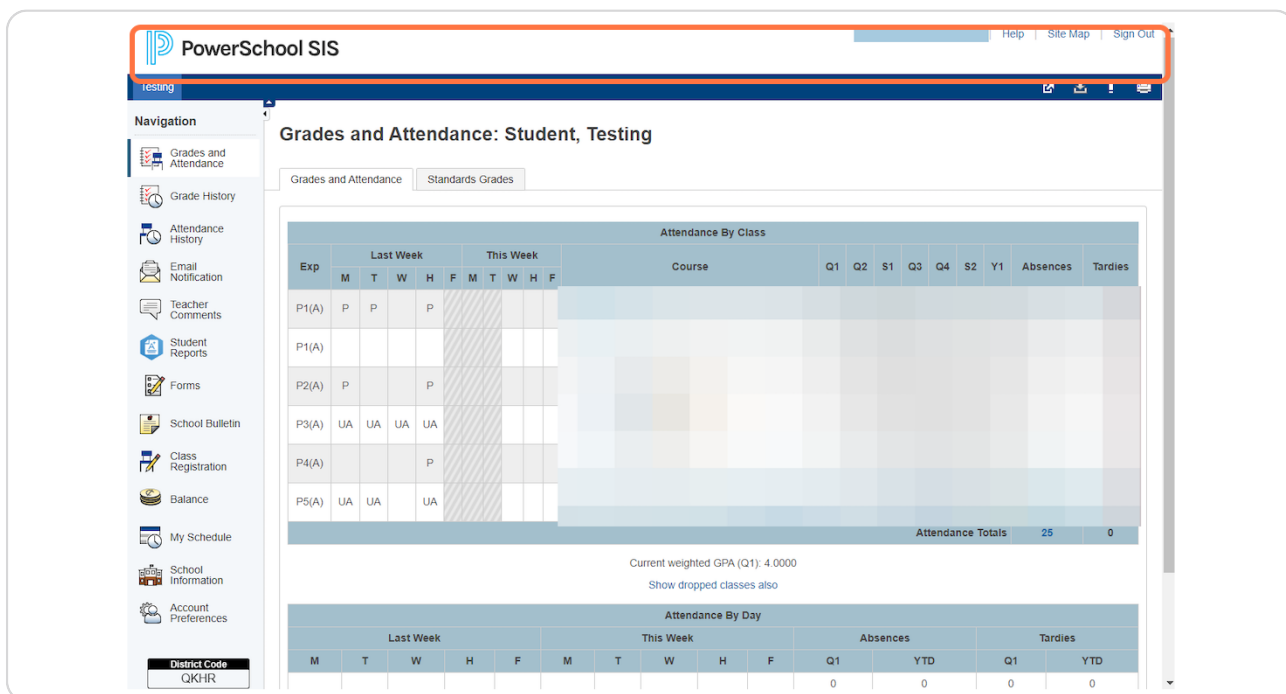


# D Go to [datacharter.powerschool.com/public...](https://datacharter.powerschool.com/public...) 5 Steps

If you have not created an account, then refer to the account creation guide.

## STEP 1

**Once you have logged in, you will see the screen below. On the left is the navigation panel.**



**PowerSchool SIS** | Help | Site Map | Sign Out

Navigation

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- Student Reports
- Forms
- School Bulletin
- Class Registration
- Balance
- My Schedule
- School Information
- Account Preferences

**Grades and Attendance: Student, Testing**

Grades and Attendance | Standards Grades

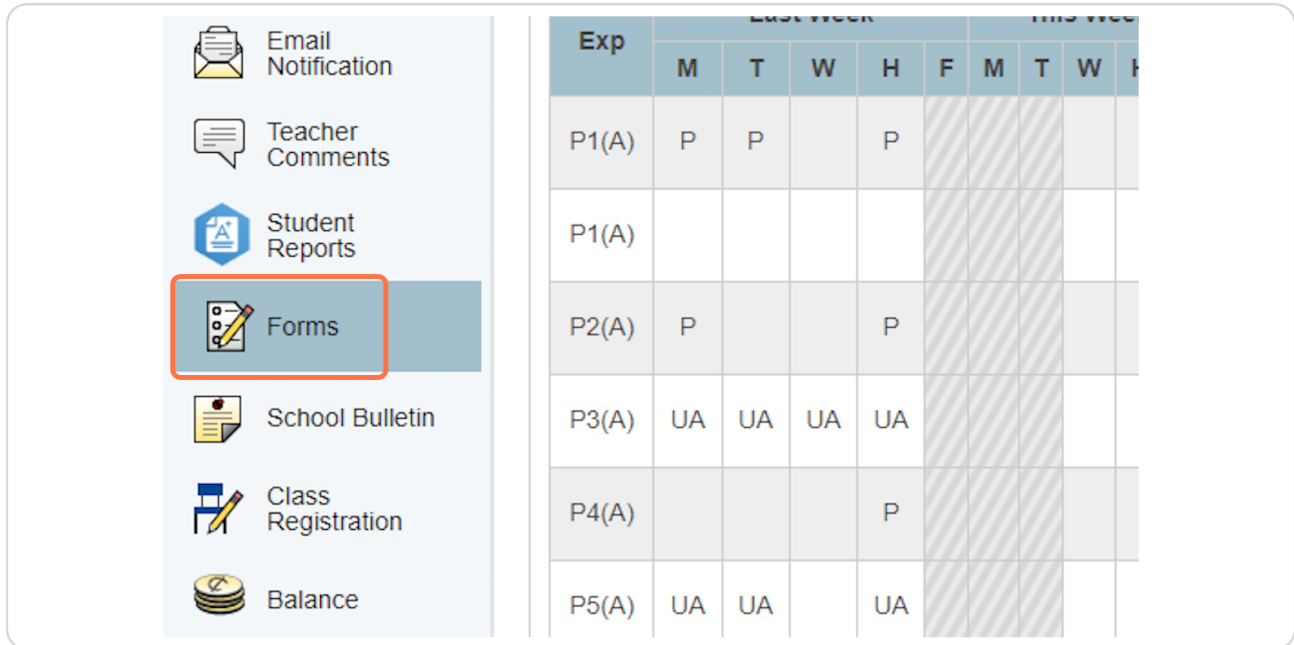
Attendance By Class																		
Exp	Last Week				This Week				Course	Q1	Q2	S1	Q3	Q4	S2	Y1	Absences	Tardies
	M	T	W	H	F	M	T	W										
P1(A)	P	P		P														
P1(A)																		
P2(A)	P				P													
P3(A)	UA	UA	UA	UA														
P4(A)					P													
P5(A)	UA	UA		UA														
																Attendance Totals	25	0

Current weighted GPA (Q1): 4.0000  
Show dropped classes also

Attendance By Day													
Last Week				This Week				Absences				Tardies	
M	T	W	H	F	M	T	W	H	F	Q1	YTD	Q1	YTD
										0	0	0	0

## STEP 2

Click on Forms to go to the forms menu

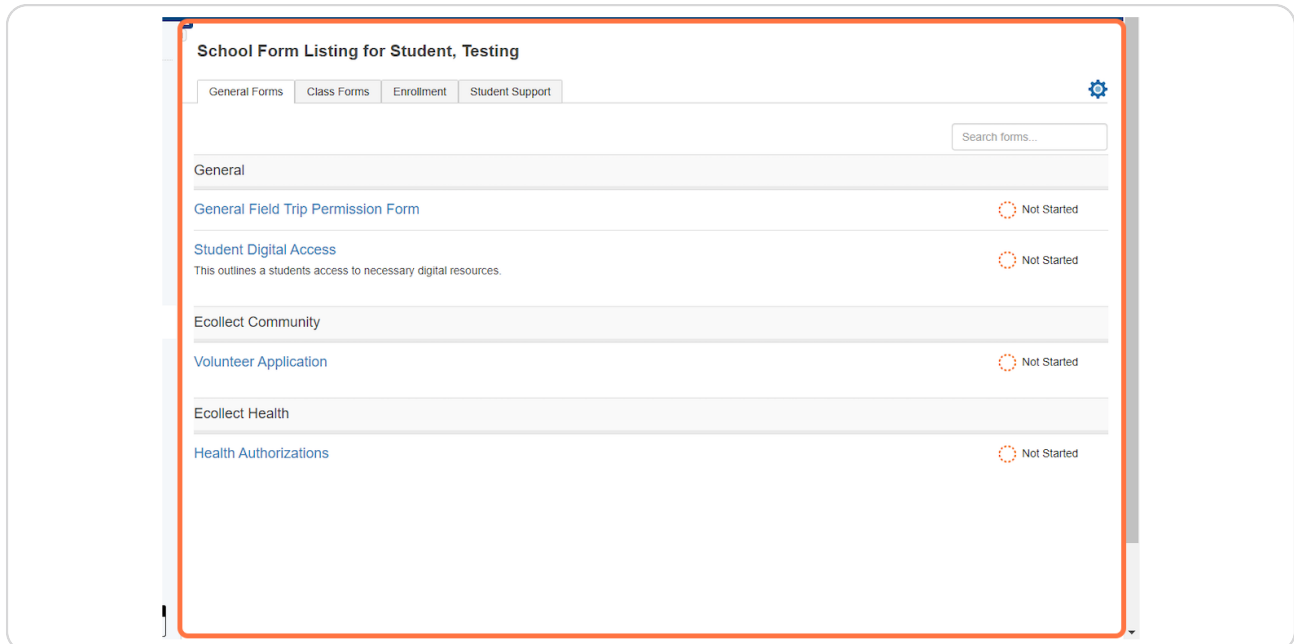


The screenshot shows a navigation menu on the left with the 'Forms' option highlighted by a red box. To the right is a calendar grid with columns for 'Last Week' (M, T, W, H, F) and 'This Week' (M, T, W, F). The grid contains data for five students (P1(A) through P5(A)) with status indicators like 'P' and 'UA'.

Exp	Last Week					This Week			
	M	T	W	H	F	M	T	W	F
P1(A)	P	P		P					
P1(A)									
P2(A)	P			P					
P3(A)	UA	UA	UA	UA					
P4(A)				P					
P5(A)	UA	UA		UA					

## STEP 3

**You will see the following forms in the General Forms tab, complete these forms.**

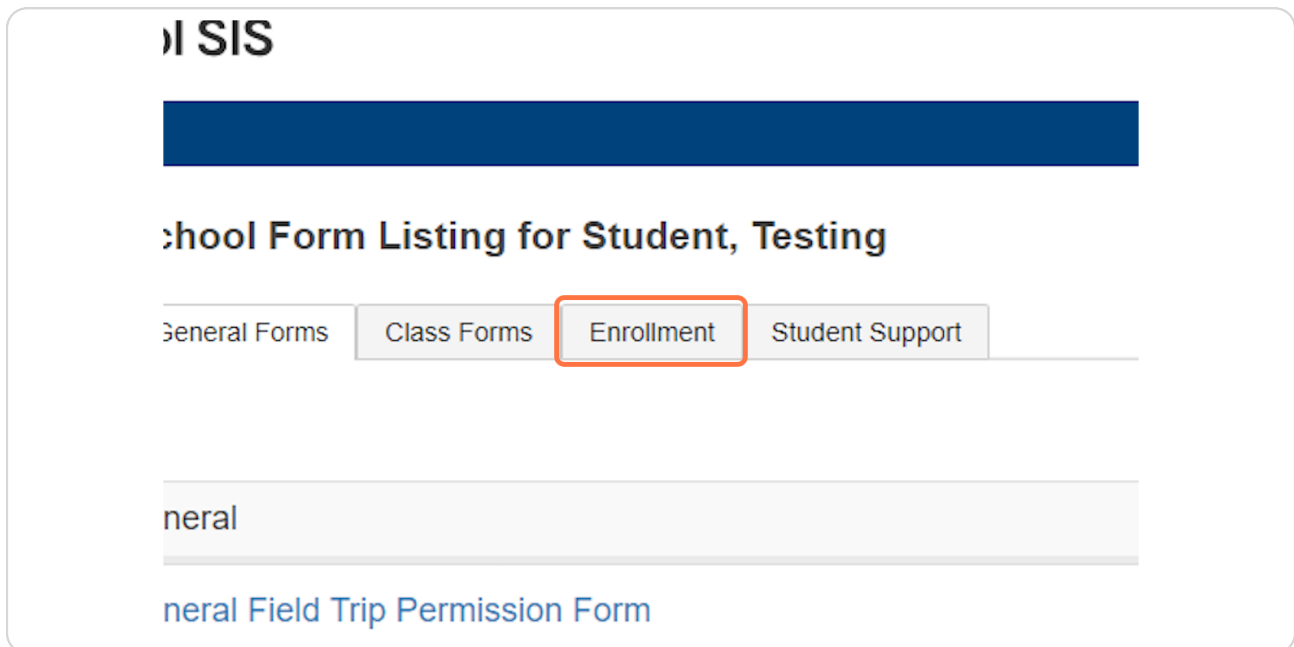


The screenshot shows the 'School Form Listing for Student, Testing' page. It features a search bar and a list of forms under the 'General' tab. Each form has a 'Not Started' status indicator.

Form Name	Status
General Field Trip Permission Form	Not Started
Student Digital Access <small>This outlines a students access to necessary digital resources.</small>	Not Started
Volunteer Application	Not Started
Health Authorizations	Not Started

## STEP 4

### Click on Enrollment



## STEP 5

**You will see these forms in the enrollment tab, complete all forms to update student information.**

