



Welcome to

# MISTAR ParentConnection

## **AN ONLINE RESOURCE FOR PARENTS**

MISTAR ParentConnection is a Web application that provides parents with direct access to student data via the Internet. Using a confidential PIN (personal identification number) and password, parents can connect to the school district's student database using a web browser and view their child's data, such as attendance reports, progress reports, report cards, transcripts, and more.

1 Navigate to ParentConnection: <https://links.pccsk12.com/PC>

2 Enter your PIN or email address and Password and click Log In:

**PIN:** This number is a unique number assigned to each contact randomly by the computer. Your personal identification number or PIN cannot be changed.

**Password:** Use the default assigned password for your first logon. Passwords were randomly generated and are **CASE SENSITIVE**. It is suggested you change your password the first time you connect (see step 3, *My Account*, below).

Use the links under the Log In button if you need your PIN or want to Reset Your Password

### **Problems with your password?:**

E-mail [parentconnection@pccsk12.com](mailto:parentconnection@pccsk12.com) or call 734-416-2720

3 Navigate the site (Click **HERE** for Mobile view)

**Back To School Check-In**  
Contact: Review Now

- Add, edit, or reorder your phone numbers
- Add or edit your email address

My Account

- Change your password
- Add or edit your email address

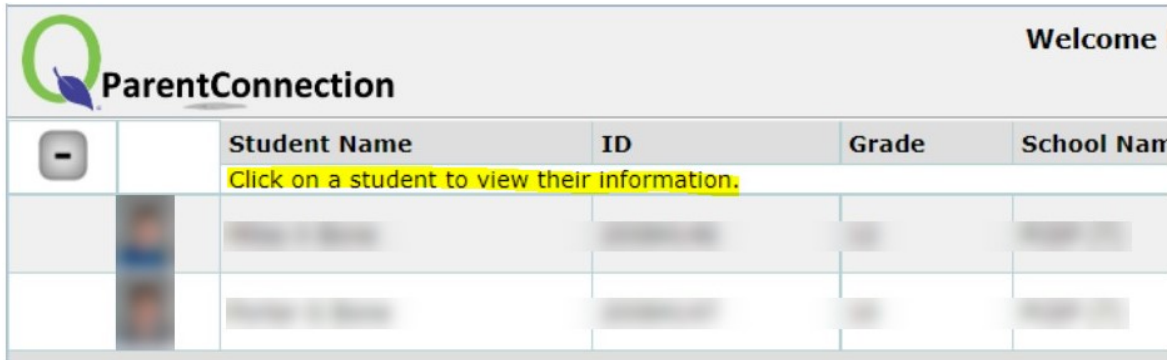
Email Signup

- Set up notifications for:
- School News
  - Attendance
  - Assignments
  - Report Card

# 4

## Select a Student:

If you have more than one student enrolled in the district, you will have the opportunity to view data for each student by selecting the student/school from the list. If you have only one student in the district, click on your student's name or picture to expand the menu.



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## Navigate Student Data:

- + Demographics
- + Contacts
- + Enrollment
- + Documents
- + Inventory
- + Network Information
- + Accounts
- + Student Documents - Report Cards
- + Attendance
- + Health
- + Activities
- + Marks
- + Pulse
- + Schedule
- + News
- + Assignments
- + Transportation
- + GPA
- + Transcript

There is a list of menu items on the left side of the screen to view different types of data for the selected student, such as, Demographics, Attendance, etc.

Click the expand (+) icon next to the item to expand that information item. You can expand some or all items at the same time.

The system will remember what menu items you have expanded so the next time you login, the same items will be displayed.

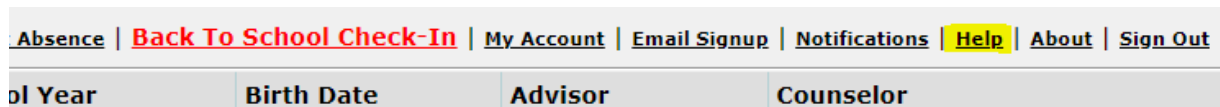
Click the (-) icon next to the menu item if you do not wish to see that information item displayed.

To view the same items for another student, click the expand (+) icon next to your student's name to show the list of your students. Click the student you wish to view.

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## Additional Information:

Click the Help link in the upper right corner of your screen:



## 6. Explanation of Student Data Links

### News

News items are bulletins or announcements for parents from school administrators and teachers. There are two types of news items available on the News page: School News and Classroom News. To view a classroom news item on the calendar, click on the link for that period. Teachers choose the length of time that each news item is displayed on the calendar. Currently our developers are working on an improved display for Classroom News.

Another way to view classroom news is to expand the Schedule menu item, and click on the notepad to the left of the period number.

### Demographics

The Demographics tab shows essential information for your child, such as name, address, telephone numbers, birth date, counselor, etc. This is available so parents can check the accuracy of the information, as it exists in the school's student database.

Inaccuracies or misspellings can be reported to the school office by calling or clicking on the email link at the bottom of the display.

### Contacts

Displays primary and emergency contacts for your student. To update who is listed as a primary contact, please contact your child's school. Parents and legal guardians are listed as primary contacts while all others are displayed as emergency contacts.

### Enrollment

Your student's enrollment history is displayed in this screen, along with your student's locker information, if applicable.

### Schedule (for Middle and High School)

This page displays your child's daily schedule for the current term.

Click on the notepad to the left of the period to display Class News items.

You can send a email to your student's teacher by clicking on the teacher's name.

### Attendance

This page displays a record of your child's attendance entries for the current school year.

**Note:**

Please allow 24-48 hours after an absence for updates to appear.

A teacher or the attendance secretary at the school generates the attendance entries. Entries of concern should be discussed with your child before calling the attendance office.

Check the "Show All Detail" box in the upper right corner to display detailed information for each absence in the current term.

### Assignments (for Middle and High School)

The Assignment Tab shows assignments for those teachers that have elected to share their Zangle Gradebook online.

The default view only shows assignments for this week and last week. Click on the "Show All" box in the upper right corner to view all assignments for the current marking period.

Teachers sometimes add detailed information for assignments. If there is a notepad to the left of the assignment, you can click on it to view more details about the assignment.

### Pulse (for Middle and High School)

Pulse is a new feature that shows a snapshot summary of each class. It displays the overall class percentage, number of absences and number of missing assignments for each class.

Because of the large size of our district's database, **Pulse is only updated once nightly**. Any absences or assignment grades entered during the school day will not be captured in Pulse until the next day. This might cause a mismatch in information between Pulse and Assignments.

## Marks (for Middle and High School)

Marks displays an aggregate list of all the report card marks that have been posted to the system for your child in the current school year.

### **CODE KEY**

Description	High School	Middle School
1 <sup>st</sup> quarter report card	Q1	Q1M
2 <sup>nd</sup> quarter report card	Q2	Q2M
3 <sup>rd</sup> quarter report card	Q3	Q3M
4 <sup>th</sup> quarter report card	Q4	Q4M
1 <sup>st</sup> semester report card	S1	S1M
2 <sup>nd</sup> semester report card	S2	S2M
Summer Report Card	SUH	SAM

**Type** column:

**Acad** = Academic Classes

**Mark** column:

Letter grade is shown here.

**Comments** column:

Comments are pre-defined. Optional report card comments can be entered by the teacher.

## Transcript (for Middle and High School)

Displays the complete history of marks and credits earned for your child, since the beginning of enrollment in the district.

Current school year marks do not appear on your child's transcript until semester report cards are mailed. (Reminder, you can see these marks on the Marks page.)

The default view shows transcript records at your child's current school. To see prior school transcripts, click on the "Show All" check box in the upper right corner.

Terms:

S1 = Semester 1 High School

S2 = Semester 2 High School

YR = Year-long High School

Q1M = Quarter 1 Middle School

S1M = Semester 1 Middle School

YRM = Year-long Middle School

SUH = Summer High School

SAM = Summer Acad. Middle School

## GPA

You student's cumulative GPA information is displayed on this screen. Cumulative GPA is calculated each semester at the high schools and quarterly at the middle school level.

There are two GPA types used in P-CCS

Overall = High School GPA

Middle = Middle Schools GPA

The "RK" term is the most recently calculated GPA at P-CEP. This GPA is used to calculate the student's rank at their home school. Student rank is not currently available in ParentPortal.

## Activities

This module will show selected activities and athletic teams that are tracked by your student's school.

## Accounts (PCEP only)

Some fines such as locker fines and outstanding library fines are tracked in MISTAR. If you have questions about charges, please contact the general office at your student's home school

## Transportation

Displays bus route and pickup/dropoff times for your child

## Google Information

Displays the login information for your child's P-CCS Google account.

To login to their accounts in google, students should use their <googleID>@pccsk12.com

## **Parent7cbbYVWcb Support Options**

E-mail – [parentconnection@pccsk12.com](mailto:parentconnection@pccsk12.com)

Help Line – 734 416-2720