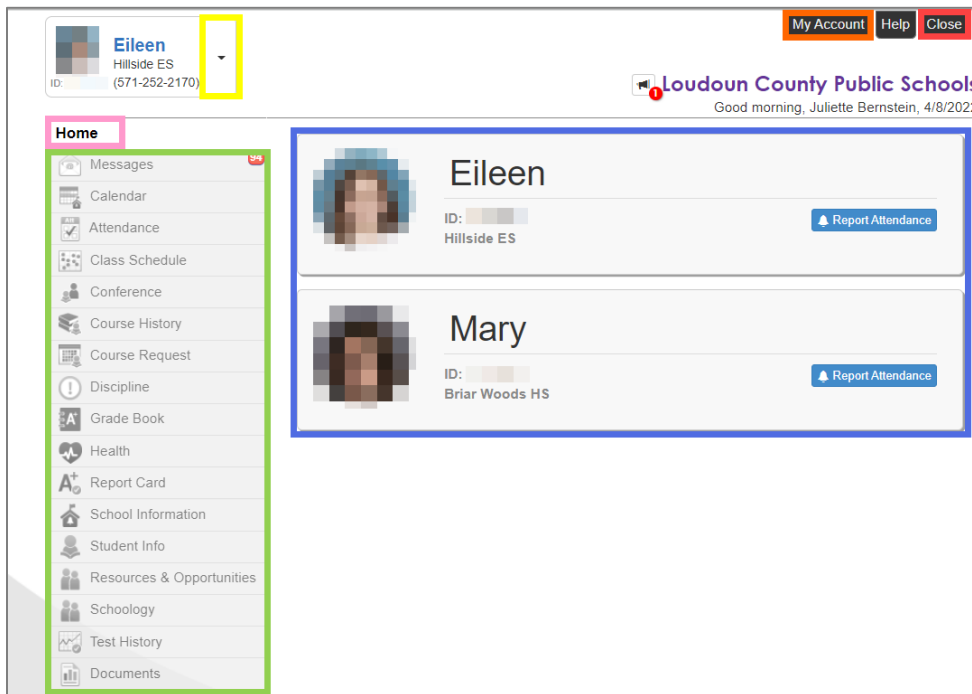# PARENTVUE NAVIGATION

PARENTVUE WEB VERSION

This section of the document provides a basic overview on navigating the web version of ParentVUE. Use the menu on the left and the buttons at the top. To see instructions on the ParentVUE Mobile App, go to page 3.

HOME PAGE

Home: click to return this screen

My Account: click to edit your account info

Select Child: click to select a child to view that student's information

Navigation Menu: click on an item in this menu to display information in the information area

Information Area: Main content area

Logout: Click to logout of ParentVUE

NAVIGATION MENU

Messages: View district and teacher messages.

Calendar: View daily class information such as homework, quizzes, and projects. Filter information using the drop-down arrows at the top of the screen.

Attendance: View attendance information.

Class Schedule: View your class schedule and teachers. Click on a teacher's name to send an email.

Conference: View/sign up for conferences with your child's teachers.

Course History: View progress towards graduation/testing requirements and transcript information.

Course Request: View/select course requests for the upcoming school year (after January 1 of current year).

Grade Book: View individual assignments and grading information. Choose a marking period from the menu and then click on a class to view specific assignments.

Health: View immunization records and health conditions.

Report Card: View grades for each marking period in the current school year and an unofficial copy of the Report Card.

School Information: View contact information for your school's staff.

PARENTVUE NAVIGATION

Student Info: View a student's demographic information. Updates made here must be approved by school staff. Additional edits are not permitted until school staff have approved/denied your updates.

Resources & Opportunities: Links to parent support resources.

Test History: View history of standardized test scores.

Documents: View historical student documents like SOL results and Year-End Report Cards.

MY ACCOUNT PAGE

Account Information

Instructions: Modify your account information below and press Update Account to apply the changes. To change your password click here **Change Password**

Update Account   Cancel

Account Detail and Options

Personal Information: NOTE - This information is changeable only by the school office staff. Contact the school directly to change your personal information.

Name	User ID	Home Address	Mail Address	Phone Numbers
Juliette Bernstein		Ashburn, VA 20148	Same as Home Address	* Cell: 703- Work: 571- * * Indicates primary contact phone

Adult ID

Change Password: Click this link to enter a new password.

Update Account: Click this button to update your phone numbers, Grade Book Notifications and Email addresses.

Personal Information: Contact school staff to update (must supply supporting documentation).

Auto Notify: Check the events below for which ParentVUE will e-mail information to you when an event occurs for any of your children.

☑ Grade Book *Notify me with my child's gradebook scores*
  Send Messages Every [Thursday ▼]
  ☐ Only Send Messages when Grades are below: [ ] %

Grade Book: Select this checkbox to receive weekly grade book emails on a specific day (Secondary only)

Auto Notify E-Mail: Enter the e-mail addresses (primary is required) that you want all active notifications sent to:

Email #1	
Email #2:	
Email #3:	
Email #4	
Email #5	

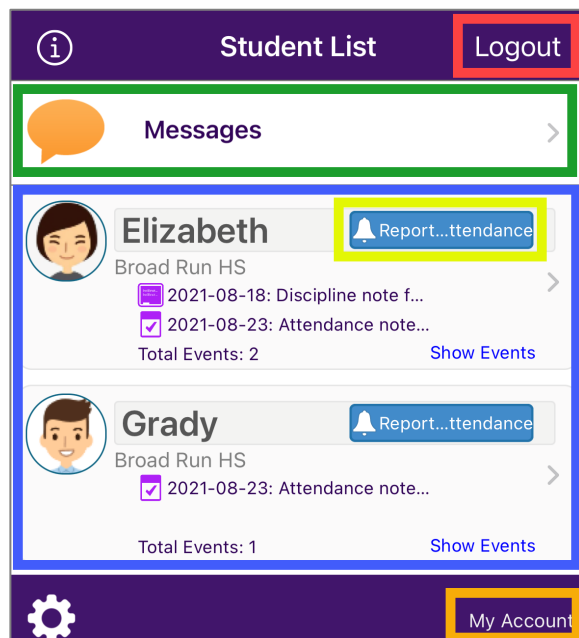**Email addresses:** Up to five email addresses may be entered

Phone Numbers: Update existing phone numbers here. Click on the plus sign (+) to create a new line for a new phone number. Click the Delete checkbox to remove a phone number.

Phone Numbers

[+]

Delete	Primary	Type	Phone	Extension	N/A	Listed
☐	☑	Cell			☐	☑
☐	☐	Work			☐	☑

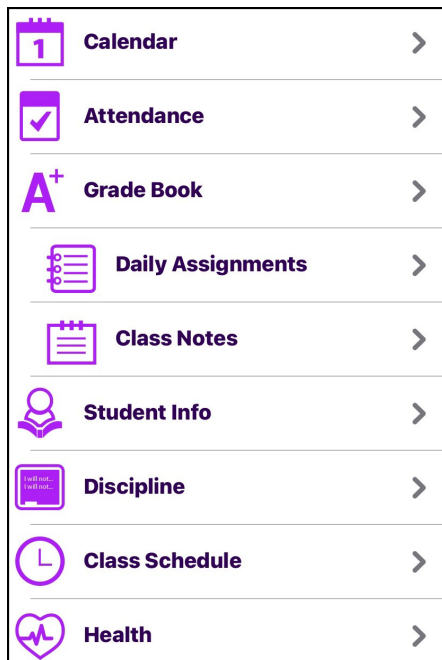# PARENTVUE NAVIGATION

PARENTVUE MOBILE APP

This section of the document provides a basic overview on navigating the ParentVUE mobile app.

HOME PAGE

- 🟦 **Select Child:** tap to select a child to view that student's information and display the ParentVUE content menus

- 🟨 **Report Attendance:** tap to report an absence, tardy or early dismissal for that child

- 🟩 **Messages:** tap to view teacher communications and school/division-based messages

- 🟥 **Logout:** Click to logout of ParentVUE

- 🟧 **My Account:** tap to edit your account info

NAVIGATION MENU

Calendar: View daily class information such as homework, quizzes, and projects. Filter information using the drop-down arrows at the top of the screen.

Attendance: View attendance information.

Grade Book: View individual assignments and grading information. Choose a marking period from the menu and then click on a class to view specific assignments.

Student Info: View a student's demographic information. Updates made here must be approved by school staff. Additional edits are not permitted until school staff have approved/denied your updates.

Class Schedule: View your class schedule and teachers. Click on a teacher's name to send an email.

Health: View immunization records and health conditions.

PARENTVUE NAVIGATION

🏫	School Information	›
👥	Conference	›
A+ C B	Report Card	›
📄	Documents	›
📖	Special Ed	›
📑	Course History	›
📊	Course Request	›
📝	Test History	›
🔗	Resources & Opportunities	›
🔗	Schoology	›

School Information: View contact information for your school's staff.

Conference: View/sign up for conferences with your child's teachers.

Report Card: View grades for each marking period in the current school year and an unofficial copy of the Report Card.

Special Ed: View documents and SPED information, if appropriate.

Documents: View historical student documents like SOL results and Year-End Report Cards.

Course History: View progress towards graduation/testing requirements and transcript information.

Course Request: View/select course requests for the upcoming school year (after January 1 of current year).

Test History: View history of standardized test scores.

Student Info: View a student's demographic information. Updates made here must be approved by school staff. Additional edits are not permitted until school staff have approved/denied your updates.

Resources & Opportunities: Links to parent support resources.

Schoology: Links to the Schoology Learning Management System to view your child's assignments.

MY ACCOUNT

My Info Tab

Update: Tap **Update** to save changes.

Personal Information: Contact school staff to update (must supply supporting documentation).

Primary Language: Select your preferred language.

PARENTVUE NAVIGATION

Notify Tab

Update: Tap **Update** to save changes.

Attendance: When this checkbox is selected you will receive email messages when your child is absent from a class.

Grade Book: Select this checkbox to receive weekly grade book emails on a specific day (Secondary only)

Emails and Phone Tabs

Update: Tap **Update** to save changes.

Email addresses: Up to five email addresses may be entered

Phone Numbers: Add/update phone numbers.

- **To edit a number:** Tap a phone number, make changes, and tap **Update** at the bottom.
- **To add a number:** Tap the plus sign (+), enter the phone number and tap **Add** at the bottom.
- **To delete a number:** Swipe right and tap **Delete**.

PARENTVUE HELP

The District ParentVUE pages have resources to help you activate your ParentVUE account. Frequently Asked Questions and downloadable Quick Reference Guides are available to guide you through the process and help navigate the system.

Each school has dedicated staff to help parents with their accounts. Go to your school's website and click on the ParentVUE Global icon to find names and phone numbers of staff who can help you.