

PowerSchool - User guide

[Creating your account](#)

When creating your parent PowerSchool account at powerschool.urbandale.k12.ia.us be sure to start by clicking on the "Create Account" at the bottom of the login page.

You'll be prompted to enter your own info and create your own unique username and password. You will then be asked to provide your student's Access ID and Password. If you don't have this information, please contact the UHS main office or guidance office to receive it.

Also, please know that they are case sensitive when you type them in.

For more assistance with creating your Single-User Sign On, go to the following link:

https://powerschool.urbandale.k12.ia.us/public/home_PSSO_Instructions.html

[Adding another student to your account](#)

Now that your account is set up, you can add her by taking the following steps:

1. When you're logged in, click on the Account Preferences on the bottom left.
2. You will see two tabs "Profile" and "Students".
3. Click the "Students" tab and then click on the "Add+" button on the right.
4. Type this student's name and select your relationship to this student (mother, father, grandfather, etc). Add your other student's Access ID and Password.

PowerSchool - User guide

Viewing Gradebook

1. When you login to PowerSchool, you will see a screen with your student's schedule.
2. You may check grades, absences and tardies for each and all classes.

Attendance By Class																				
Exp	Last Week					This Week					Course	Q1	S1	T1	F1	F2	Absences		Tardies	
	M	T	W	H	F	M	T	W	H	F							S1	13-14	S1	13-14
1(D1-D2)											A 100	A 100	--	A 100	--	0	0	0	0	
2(D1-D2)											--	--	--	--	--	0	0	0	0	

3. If you click on the grade itself, (as seen above) you will see a progress report for that class. (as seen below)

Course	Teacher	Expression	Final Grade ¹			
General Biology	Freeman, Monty	1(D1-D2)	A 100%			
Teacher Comments:						
Section Description:						
Due Date	Category	Assignment	Codes	Score	%	Grd
08/19/2013	TXTBK#	Textbook Number		290/300	96.67	A
08/20/2013	HW	Chapter 1 vocabulary		14/14	100	A
08/22/2013	TST	Safety Quiz - online		--/15		
08/23/2013	HW	Chapter 1 notes		--/15		
08/25/2013	HW	Chapter 1 C.R. - online		--/13		
08/25/2013	HW	Chapter 1 Vocab Quiz - online		--/14		
08/25/2013	HW	Vocabulary breakdown - online		--/15		
08/26/2013	HW	Variable assessment - online		--/37		
08/27/2013	TST	Test - Chapter 1 - online		--/36		
08/29/2013	HW	Chapter 3 vocabulary		--/27		
08/30/2013	HW	Predator / Prey Lab		--/15		

Grades last updated on 08/20/2013

✔ - Collected,
 ▲ - Late,
 ■ - Missing,
 ◆ - Score is exempt from final grade,
 ■ - Assignment is not included in final grade

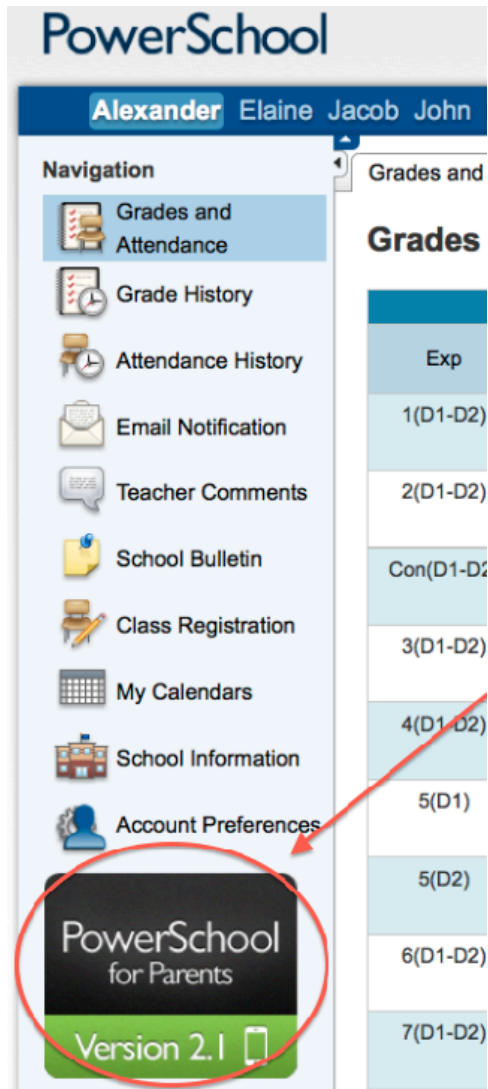
1 - This final grade may include assignments that are not yet published by the teacher. It may also be a result of special weighting used by the teacher.

4. On the left you will see the due date.
5. On the right you will see his/her score and any codes that may help clarify it.
6. And if you click on any blue highlighted text or numbers, (as seen above) you will see any details, notes or clarifications. (as seen below)

Teacher	Freeman, Monty
Course	General Biology
Assignment name	Chapter 1 vocabulary
Description	There is a list of vocabulary words at the end of every chapter. The assignment is to write down the words and then copy the definition from the glossary. The words should be numbered and either highlighted or underlined.

PowerSchool - User guide

[PowerSchool App for smart phones](#)



Click on and download the PowerSchool for Parents app. When installing you'll be asked for a "District Code". The "District Code" for Urbandale is P T F Q .