

# Parent Connection Site

Available for students in grades 2-12 only.

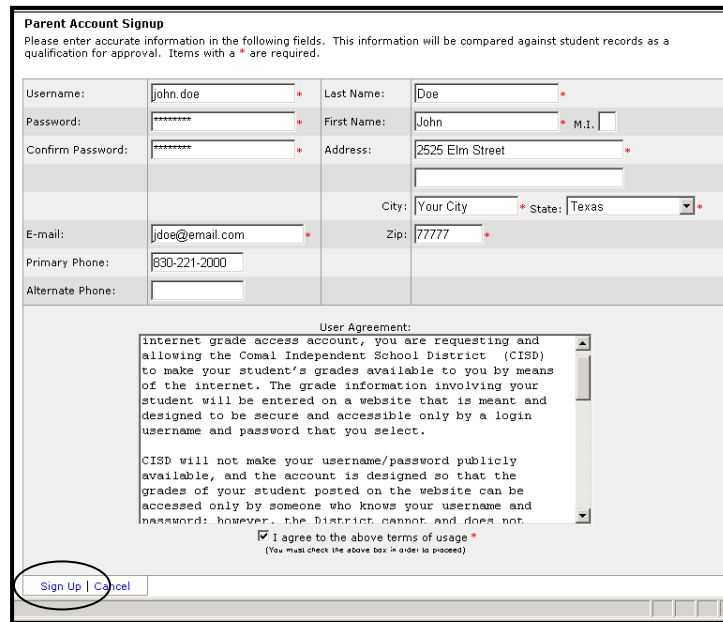
## CREATING AN ACCOUNT

From the log in screen,  
Select "Click here to sign up"



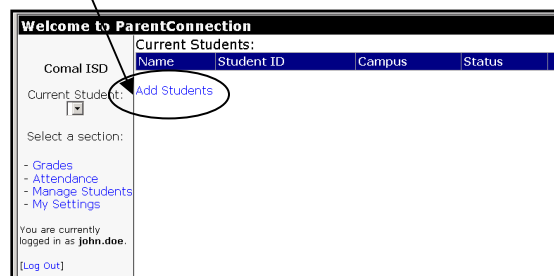
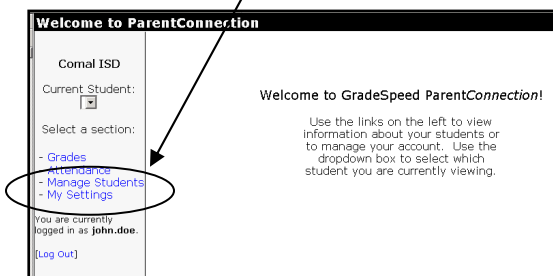
You will need to create a user name, password, and complete the required information.

Read the **User Agreement** and check the box. If the box is not checked, you will not be able to proceed. Choose **Sign Up**.



Sign up

Now that you have created your account, you will need to **add** your students.  
Choose **Manage Students** then **Add Students**.



In order to add students to your account, you will need their 6 digit CISD Student ID number, date of birth, and last four digits of the social security number or state ID number. The Student ID number is printed on all progress reports and report cards. This number cannot be released over the phone. The student ID Number must be a total of six digits. If your child's ID is not six digits, add the appropriate number of zeros to the front of the ID Number.

## ADDING STUDENTS

Complete the application by filling out the required information. You **MUST** select **SAVE** after entering *each* student.

**You should see all students you've added to your account in this box.**

<b>Comal ISD</b>	
Current Student: <input type="text" value="Doe, Mary (1111)"/>	
Select a section: <a href="#">Grades</a> <a href="#">Attendance</a> <a href="#">Manage Students</a> <a href="#">My Settings</a>	
You are currently logged in as <b>john.doe.</b> <a href="#">[Log Out]</a>	
<b>Application for Access to New Students</b> Please add the information below for each new student you wish to apply for. All fields are required, and please enter the information accurately. This information will be compared against student records as a qualification for approval.	
Student ID:	<input type="text" value="2222"/>
Student First Name:	<input type="text" value="Johnny"/>
Student Last Name:	<input type="text" value="Doe"/>
Address:	<input type="text" value="1212 Elm Street"/>
City:	<input type="text" value="Your City"/>
State:	<input type="text" value="Texas"/>
Zip:	<input type="text" value="7777"/>
Campus:	<input type="text" value="Aton Sesay Intermediate"/>
Date of Birth (mm/dd/yy):	<input type="text" value="08/15/91"/>
Last four digits of Social Security Number:	<input type="text" value="4321"/>
<a href="#">New</a>   <a href="#">Delete</a>   <a href="#">Save</a>   <a href="#">Cancel</a>	
<a href="#">Submit Application</a>   <a href="#">Cancel</a>	

**SAVE** after entering *each* student.

You have now successfully created your account. Please allow 3-5 days for the schools to activate your account.

<b>Comal ISD</b>	
Current Student: <input type="text"/>	
Select a section: <a href="#">Grades</a> <a href="#">Attendance</a> <a href="#">Manage Students</a> <a href="#">My Settings</a>	
You are currently logged in as <b>john.doe.</b> <a href="#">[Log Out]</a>	
<b>Welcome to GradeSpeed ParentConnection!</b> Use the links on the left to view information about your students or to manage your account. Use the dropdown box to select which student you are currently viewing.	

## MONITORING GRADES

Log back in to the site with the user name and password you created. After your students have been added to your account, you will be able view their grades. Select your child from the drop down list and click on "**Grades**". You will be able to see your child's overall cycle (9 weeks) average. Click directly on the **Cycle Average** for any class to see individual assignments.