

# Directions to view Report Cards and Progress Reports 2020-2021

The image shows a screenshot of the PowerSchool web application. On the left is a vertical navigation menu with icons and text for various features: Grades and Attendance, Grade History, Attendance History, Email Notification, Teacher Comments, Student Reports, School Bulletin, Class Registration, MySchoolBucks, My Schedule, School Information, and Account Preferences. A black arrow points from the 'Student Reports' menu item to a yellow-bordered box containing instructions. Below the navigation menu, a blue bar highlights 'Currently Published Reports', with another arrow pointing to a specific report card entry labeled 'K M1 Report Card'. Below this, a large blue rectangular area is redacted. At the bottom of the screenshot, a green checkmark icon is visible next to the text 'You have digitally signed this report'.

**You need to login to PowerSchool through an Internet Browser NOT the Powerschool App.**

- 1.) Navigate to <https://enfield.powerschool.com>
- 2.) Either Parent or Student Sign-in
- 3.) Students Use the Microsoft Login, Parent use the login requiring a Powerschool ID
- 4.) When you login, if it says "Unified Classroom" in the top left corner do the following:
  - a. Select Quick Links
  - b. Main Portal Page
  - c. Then Select Student Reports
- 5.) If you do not have access to your parent Powerschool account please email [edtechhelp@enfieldschools.org](mailto:edtechhelp@enfieldschools.org) or have your child login to their account so you can view their report card.

6.) You will then be brought to a screen that has currently published reports and archived reports. This is where you will choose the report to view your child's progress.

Key:

M# = Marking Term

P# = Progress Report

E1 = Mid-Term Exam

E2 = Final Exam