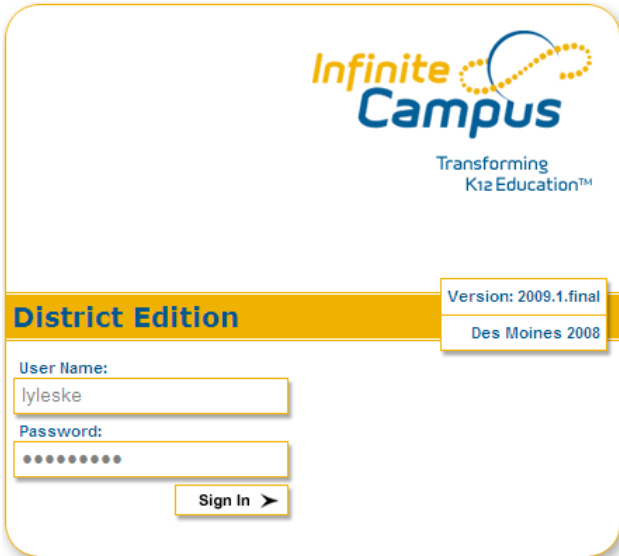




DES MOINES PUBLIC SCHOOLS

EDUCATING DES MOINES
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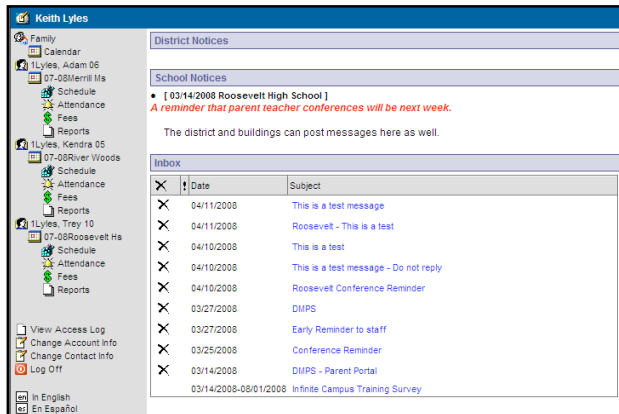
The Infinite Campus Portal provides access for guardians and students to view information as it is being entered by teachers, counselors, and staff. Guardians will have access to their student's attendance, fees, schedule, and family demographic information all from one login. The district and school buildings may also post notifications to guardians through the portal.



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Once a guardian supplies the school with an email address a Campus Portal account is automatically made. To access the portal, open your web browser (Internet Explorer, Firefox, etc.) and use the URL: <http://www.dmps.k12.ia.us/CampusPortal/>. This link will provide information on how to use the portal, how to request an account, computer requirements and other helpful information. If a guardian needs further assistance with their Campus Portal account, they may contact the help desk through email at portal@dmps.k12.ia.us. Include your name, and a description of the problem or your request.

Please do not call the school directly for account access.



Once a guardian logs into the Campus Portal, they are provided with a navigation bar on the left side of the screen. On the upper right side of the screen, district or school notices may be posted. On the bottom right side of the window, the user will see an Inbox where messages have been sent to them. If a guardian provides an email address, the messages in the Inbox will also be emailed to them.

Family Demographic Information					
Name	Relationship	Enrolled	Address	Phone Numbers	Email
Adam TLyles	Parent Child	06 07-08Merrill Ms	2324 Beaver Des Moines, IA 50310	(H) (515)975-2195 (W) (C)	
Trey TLyles	Parent Child	10 07-08Roosevelt Hs	2324 Beaver Des Moines, IA 50310	(H) (515)975-2195 (W) (C)	
Keith Lyles	Self		2324 Beaver Des Moines, IA 50310	(H) (515)975-2195 (W) (C) (515)975-2195	keith.lyles@dmps.k12.ia.us
Kendra TLyles	Parent Child	05 07-08River Woods	2324 Beaver Des Moines, IA 50310	(H) (515)975-2195 (W) (C)	

When a guardian clicks the FAMILY link on the left navigation bar, the family demographics are shown. Guardians can verify their address, phone numbers and email.



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Mitch 1Lyles's Schedule for 07-08Roosevelt Hs

= Click on Class Name for Current Assignments and Scores
 = Click on Teacher Name for Email
 = Click on Date for Current Newsletter

	Term S1	Term S2
01	5340A-1 Biology (MTWRF) NSEREKO WANTATE, NOREEN Rm: 0249 CrossX-1 Cross Country (MTWRF) Varsity 03/24/2008 (more) Rm:	5340B-1 Biology (MTWRF) NSEREKO WANTATE, NOREEN Rm: 0249 CrossX-1 Cross Country (MTWRF) Varsity 03/24/2008 (more) Rm:
02	6330-2 Computer App (MTWRF) DI IULIO, CHRISTOPHER L Rm: 0107	3270B-2 Eng 10 (MTWRF) BOLLINGER, EMILY J Rm: 0118
03	8020-3 Art 1 (MTWRF) JOHNSON, BECKY S Rm: 0302	8030-23 Art 2 (MTWRF) JOHNSON, BECKY S Rm: 0302
04	9610A-4 Pe Mtwrf (MTWRF) TETER, STEVE A Rm: GYM	3300-34 Speech (MTWRF) CUNDIFF, CHRISTOPHER ROBIN Rm: 0148
05	3270A-5 Eng 10 (MTWRF) BOLLINGER, EMILY J Rm: 0118	5060B-5 Integ Alg I (MTWRF) BROWN, STEVEN J Rm: 0232
06	5320A-6 Earth Sci (MTWRF) CALLOWAY, ROGER O Rm: 0248	5320B-6 Earth Sci (MTWRF) DALE, MICHAEL W Rm: 0230
07	5060A-7 Integ Alg I (MTWRF) BROWN, STEVEN J Rm: 0232	9100B-1 Home Study (MTWRF) STAFF Rm: ARR
08	Empty	

The SCHEDULE link, listed under the student's name will bring up the student's schedule for the entire year.

In the Fall of 2008, guardians will be able to click on the course name and see the grades for the course. Also teachers will be able to create and share newsletters for their courses. You can see an example by looking at the Cross Country course. If you click the (MORE) link, the newsletter would open.

Adam 1Lyles's Attendance for 07-08Merrill Ms

Term	TERM1	01	02	03	04	05	06	07	08	AR	HR	09	10	11	12	13	Date	Legend
Absent	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	03/13/2008	A
Early Release	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	02/26/2008	A
Tardy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	02/27/2008	A
Absent	2	2	2	2	3	3	3	3	0	0	0	0	0	0	0	0	02/14/2008	A
Early Release	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	02/13/2008	A
Tardy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	02/04/2008	A
Absent	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	01/29/2008	A
Early Release	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	01/04/2008	A
Tardy	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	01/02/2008	A
Absent	3	3	3	3	3	3	3	0	0	0	0	0	0	0	0	0	10/10/2007	A
Early Release	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10/09/2007	A
Tardy	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		

Guardians can view each student's attendance records by clicking the ATTENDANCE link. The Campus Portal is a real-time system meaning that when a teacher marks a student absent or tardy, it is immediately available for guardians to see using the Campus Portal. Guardians accessing attendance information during any school day might notice an absence that has not yet been cleared. Absences are typically cleared as soon as the school receives the appropriate notification(e.g., doctor's appointment). The example shows the student has an *unexcused absence* on March 13.

Adam 1Lyles's Fee Statement for 07-08Merrill Ms

Fees: 3
 Debit: \$65.00
 Balance: \$0.00

Due Date	Fee	Type	Debit	Credit	Balance
08/23/2007	PLANNIR	SCHOOL FEE	\$5.00	\$5.00	\$0.00
	Payment	\$65.00	Check: 6669	\$5.00	
08/23/2007	TXTM	TEXTBOOK FEE	\$40.00	\$40.00	\$0.00
	Payment	\$65.00	Check: 6669	\$40.00	
08/23/2007	YEARBOOK	OPTIONAL FEE	\$20.00	\$20.00	\$0.00
	Payment	\$65.00	Check: 6669	\$20.00	

Another feature for guardians is the fees module. The FEES link will allow a guardian to see the fee history for their student(s). As a guardian you will know which child has a credit, even balance or a balance due. At this time, there is not an online payment option.

For assistance go to: <http://www.dmps.k12.ia.us/CampusPortal/>