

## Using the Vineland Public School's Parent Portal System to Access Your Student's Information

HELLO, I'M STEVE DANTINNE. I'M THE SUPERVISOR OF TECHNOLOGY FOR THE VINELAND PUBLIC SCHOOLS.

TODAY I'M PRESENTING A TUTORIAL ON THE PARENT PORTAL SYSTEM.

THE FIRST THING WE'RE GOING TO DO IS LOOK AT THE DOCUMENT THAT WILL BE SENT HOME TO THE PARENTS OF THE CHILDREN.

I'VE OPENED UP A PAGE--LET ME MAKE IT A LITTLE BIT BIGGER HERE--WE'RE SENDING THIS LETTER TO THE HOMES OF THE STUDENTS. AND IT'S IDENTIFIED FOR A PARTICULAR CHILD, AND AGAIN, IT WILL BE SENT TO THE HOMES OF EACH AND EVERY STUDENT IN THE SCHOOL DISTRICT.

AND IT STARTS OUT "TO THE PARENT/GUARDIAN OF:" AND IT WILL NAME THE STUDENT. THIS EXAMPLE HERE IS IDENTIFIED FOR THE PETWAY SCHOOL.

(READING LETTER) "THE VINELAND SCHOOL DISTRICT IS CONSTANTLY STRIVING TO INCREASE YOUR ACCESS TO STUDENT INFORMATION, "

(CONTIUNES READING) "AND IS EXCITED TO ANNOUNCE THE NEW VINELAND SCHOOL DISTRICT PARENT PORTAL WHICH WILL ALLOW YOU TO ACCESS YOUR CHILD'S SCHEDULE, PROGRESS REPORTS, REPORT CARDS, AND HOMEWORK ASSIGNMENTS FROM YOUR COMPUTER."

(CONTIUNES READING) "TO RECEIVE ACCESS TO THE PARENT PORTAL, YOU WILL NEED TO COMPLETE THE FOLLOWING STEPS:

(CONTIUNES READING) "1. ACCESS THE PORTAL WEBSITE AT HTTPS: (NOW YOU'L NOTICE HERE THERE IS AN "S" WHICH STANDS FOR SECURE SERVER. WE HAVE THIS SET UP BECAUSE WE WANT TO KEEP THE INFORMATION SECURE.

[HTTPS://K12.VINELAND.ORG/PARENTPORTAL/WELCOME.CFM](https://k12.vineland.org/parentportal/welcome.cfm)

2. CLICK THE COMMUNITY PORTAL APPLICATION AND ACCEPTABLE USE POLICY FORM. AND I'LL SHOW YOU EXACTLY HOW TO DO THAT IN A MOMENT.

3. ENTER VINELAND'S KEY WORD: education

NOW TODAY, I'M GOING TO BE USING A DIFFERENT KEYWORD, BECAUSE THIS IS JUST BASICALLY SETUP.

WHEN YOU DO IT IT WILL BE THE WORD: education

4. PRINT OUT AND BRING THE COMPLETED APPLICATION TO YOUR CHILD'S SCHOOL.

YOU MUST SHOW A VALID PHOTO ID WITH YOUR APPLICATION (EXAMPLE: NJ DRIVER'S LICENSE WITH PHOTO) OR A PASSPOERT, SOMETHING OF THAT NATURE.

A NOTIFICATION LETTER CONTAINING A SCHOOL-GENERATED PERSONAL IDENTIFICATION NUMBER (pin) WILL BE EMAILED TO YOU SHORTLY AFTER THE FORM IS COMPLETED.

SO THE PIN IS A 5-DIGIT NUMBER AND YOU WILL NEED THAT.

IF YOU HAVE ANY QUESTIONS REGARDING THE USE OF THE PARENT PORTAL PLEASE CONTACT YOUR SCHOOL'S DATA ENTRY PERSON.

IN THIS PARTICULAR INSTANCE, FOR PETWAY, IT'S MARIITA DIAZ. HERE'S HER PHONE NUMBER AND HERE'S HER EMAIL.

WE WANT TO ASSURE YOU THAT YOUR CHILD'S PRIVACY IS VERY IMPORTANT TO US.

ACCESS TO THE INFORMATION IS RESTRICTED BY THE USE OF THE SECURE LOGIN AND PASSWORD.

FURTHERMORE, THE INFORMATION ON THE PORTAL IS MERELY A COPY OF THE REAL INFORMATION.

NO ONE CAN ALTER PERMANENT RECORDS THROUGH THE PORTAL.

WE ARE VERY PLEASED TO OFFER THIS OPPORTUNITY TO YOU. EVENTUALLY ALL VINELAND SCHOOLS WILL HAVE ACCESS TO THE PARENT PORTAL.

WE ARE STARTING WITH TWO SCHOOLS IN THE DISTRICT AT THIS PARTICULAR TIME.

ALTHOUGH YOU MAY HAVE CHILDREN IN MORE THAN ONE SCHOOL, THE SERVICE MAY NOT BE AVAILABLE IN EACH SCHOOL.

YOU MUST RECEIVE A LETTER FROM EACH SCHOOL BEFORE ACCESSING YOUR CHILDS INFORMATION.

FOR THOSE OF YOU WHO WISH TO VIEW A TUTORIAL ON USING THE VINELAND SCHOOL DISTRICT PARENT PORTAL, THERE WILL BE A VIDEO ON CHANNEL 9 AND ON THE INTERNET EXPLAINING HOW TO USE THIS APPLICATION.

THE INTERNET ADDRESS FOR THIS IS [WWW.VINELAND.ORG/PARENTS/INDEX.HTML](http://WWW.VINELAND.ORG/PARENTS/INDEX.HTML)

OR JUST GO TO THE WEBSITE: [WWW.VINELAND.ORG](http://WWW.VINELAND.ORG) AND CLICK ON THE CENTER LINK AND GO TO THE PARENT SECTION.

IT'S OUR SINCERE HOPE THAT YOU WILL FIND THIS INFORMATION USEFUL IN PROMOTING YOUR CHILD'S EDUCATION.

NOW WHAT I'M GOING TO DO IS MINIMIZE THIS, AND NOW I'M GOING TO OPEN UP AN INTERNET BROWSER.

IN HERE I HAVE ALREADY TYPED IN HTTPS:  
[//K12.VINELAND.ORG/PARENTPORTAL/WELCOME.CFM](https://K12.VINELAND.ORG/PARENTPORTAL/WELCOME.CFM)

NOW THE VERY BEGINNING, YOUR GOING TO HAVE TO MAKE AN APPLICATION.

SO HOW IS THAT DONE?

WE CLICK HERE "COMMUNITY PORTAL APPLICATION AND ACCEPTABLE USE POLICY FORM."

AND ANOTHER WINDOW OPENS UP. AND AT THIS PARTICULAR TIME I'M GOING TO MOVE IT UP HERE JUST A LITTLE BIT.

AND IT'S HTTPS:

//K12.VINELAND.ORG/PARENTPORTAL/PUBLIC.PICKDISTRICT.CFM?TYPE=PARENT

AND IN HERE WE'RE GOING TO PUT IN THE KEYWORD. YOU ARE GOING TO USE THE WORD EDUCATION.

I'M GOING TO USE THE WORD SAPPHIRE FOR TODAY.

AND WHEN I DO THAT NOW I HAVE SOME INFORMATION HERE BECAUSE WE HAVE A USER AGREEMENT AS WITH ANY COMPUTER USE.

WE HAVE OUR POLICY URL.

WE TALK ABOUT WHAT WILL HAPPEN IN CASE SOMETHING BAD HAPPENS SO TO SPEAK.

AND FINALLY WHEN YOU'VE READ IT ALL, AT THE BOTTOM HERE YOU WILL CLICK ON "I HAVE READ AND AGREE TO THE ABOVE POLICY."

YOU'RE GOING TO CHOOSE "YES." I'M GOING TO RESIZE THIS HERE.

AND NOW I'M GOING TO CLICK ON "CONTINUE."

AND AT THIS POINT HERE WE HAVE ACCESS TO THE APPLICATION.

NOW THE APPLICATION HERE TALKS A LITTLE BIT ABOUT THE INFORMATION.

AND YOU'RE GOING TO HAVE TO TYPE IN SOME INFORMATION.

IF YOU DON'T HAVE ACCESS TO A COMPUTER WITH INTERNET ACCESS AT HOME, THEN YOU ALSO GO TO THE VINELAND PUBLIC LIBRARY.

AND FOR THOSE OF YOU WHO TAKE CLASSES AT CUMBERLAND COUNTY COLLEGE, AND I KNOW THAT THERE ARE SOME OF YOU,

BECAUSE SOME OF YOU ARE MY STUDENTS AS I TEACH THERE AS AN ADJUNCT PROFESSOR IN THE EVENINGS.

YOU CAN USE A COMPUTER THERE.

FIRST NAME, LAST NAME, RELATIONSHIP.

AND THEN HERE'S THE CHILDREN'S INFORMATION. AND TRY TO BE AS ACCURATE AS POSSIBLE ABOUT YOUR CHILD'S INFORMATION.

FINALLY, THERE'S GOING TO BE LOGIN INFORMATION, USERNAME, PASSWORD, AND THEN SOME QUESTIONS.

AND FINALLY, WE'RE GOING TO "SAVE FORM AND CONTINUE."

NOW WHEN YOU DO THIS HERE YOU'RE GOING TO HAVE THIS APPLICATION, PRINT IT OUT, AND BRING IT IN.

AND THIS WILL ALSO BE SENT INTO THE DISTRICT.

SO THE ADVANTAGES OF THAT IS WE'LL BE ABLE TO CHECK THE INFORMATION, AND YOU'LL BE ABLE TO CHECK THE INFORMATION FOR YOURSELF.

I'M NOT GOING TO "SAVE FOR AND CONTINUE" BECAUSE I'M ALREADY IN THE SYSTEM.

BUT WHAT I'M GOING TO DO IS I'M GOING TO "X" OUT, IN THE UPPER RIGHT-HAND CORNER.

I HAVE BEEN SET UP WITH A USERNAME AND PASSWORD.

AND I ALSO HAVE MY PIN NUMBER--THAT WOULD BE AS IF I'D ALREADY FILLED OUT THE APPLICATION AND BEEN GIVEN ACCESS TO MY CHILD'S INFORMATION.

I WANT TO GIVE A SPECIAL THANKS TO DONNA DIETZ AND HER FAMILY FOR ALLOWING ME TO USE HER CHILDREN'S INFORMATION.

SO THANK YOU VERY MUCH.

AND I ALSO EXPLAINED TO HER THAT PEOPLE IN THE DISTRICT ARE GOING TO BE ABLE TO SEE THIS INFORMATION AND MAYBE HER CHILDREN'S GRADES WOULDN'T BE THAT GOOD.

SHE TOLD ME THAT SHE ACTUALLY LIKES THAT, THE FACT THAT MAYBE IT CAN "SHAME THEM" INTO DOING A LITTLE BIT BETTER.

AND AS SOON AS I CLICK ON "ACCEPT" I GET THIS SCREEN.

NOW IN THE FUTURE, WE WILL HAVE PHOTOS IN HERE OF THE CHILD.

FOR RIGHT NOW WE'RE JUST STARTING HERE, IT'S THE BEGINNING.

WE ARE ONLY STARTING WITH TWO SCHOOLS AT THIS PARTICULAR TIME.

BUT AS SOON AS THESE SCHOOLS ARE LOGGED IN AND USING IT WE'LL BE RAPIDLY GOING THROUGH THE REST OF THE DISTRICT, STARTING AT TWO SCHOOLS AND MOVING THROUGHOUT THE DISTRICT VERY QUICKLY.

SO, ON THIS ONE HERE, LET'S TAKE A LOOK AT THIS, KRISTINA DIETZ.

AND YOU'LL NOTICE IN HERE THAT WE ALREADY HAVE HER SCHEDULE IN HERE AND A LOT OF OTHER INFORMATION.

LET'S TAKE A LOOK AT READING/LITERACY.

NOW IN THIS PARTICULAR INSTANCE SINCE WE'RE JUST BEGINNING THE MARKING PERIOD, GRADES ARE NOT IN HERE.

BUT THEY WILL BE IN THE VERY NEAR FUTURE.

GO BACK HOME. LET'S TRY WALLACE SCHOOL.

LET'S TRY LISA BENEDETTO.

NOW THIS CURRENT GRADE IS LISTED HERE AS A ZERO. BUT IT WON'T BE FOR LONG BECAUSE THIS PARTICULAR CHILD HAS NOT TAKEN THE CLASS YET.

BUT AS THE CHILD TAKES THE CLASS, IT WILL COME BACK IN.

NOW LETS CLICK ON MARKING PERIOD 1 AND SEE WHAT IT DOES.

OKAY. AND THIS IS JUST FOR THIS PARTICULAR CLASS, LET'S GO FIND ANOTHER CLASS.

WE'LL GO BACK TO RECENT REPORTS.

THIS IS A DIFFERENT ONE.

AND HERE'S AN IMPORTANT THING TO REALIZE WHEN USING THIS.

DON'T USE THE BACK BUTTON UP HERE. JUST CLICK ON THE TABS.

THE BACK BUTTON IS NOT REALLY APPLICABLE IN THIS SITUATION.

YOU WANT TO BE ABLE TO LOOK AT THIS SO HERE FOR EXAMPLE, MARKING PERIOD 2 IF YOU WANT A QUICK RECENT REPORT

MARKING PERIOD 2 ENGLISH IS A 83%.

LET'S GO BACK OVER TO HOME. GO BACK TO THE BEGINNING.

DANIELLE DIETZ, WALLACE SCHOOL.

WE'RE GOING TO GO HERE AND LET'S TAKE A LOOK AT THIS ONE.

OH, HERE WE GO. AND MOST RECENT REPORTS--NO STUDENT REPORTS.

I'M CLICKING RIGHT ON THE MARKING PERIOD 2.

AND YOU'LL NOTICE HERE THAT WE HAVE ALL OF THIS INFORMATION.

WE HAVE ON HERE COMPARE/CONTRAST, MEASURING AND ALL OF THE DIFFERENT GRADES THAT ARE LISTED WITH A TOTAL AT THE BOTTOM.

WE TALK ABOUT THE DUE DATES, HOW MUCH EACH ONE OF THEM IS WORTH AND WE TALK ABOUT THE CATEGORIES.

AND THERE ARE FOUR CATEGORIES: ALTERNATIVE ASSESSMENTS, TESTS, HOMEWORK/CLASS PERFORMANCE AND ALSO QUIZZES WHICH IS DOWN HERE.

I'M GOING TO "X" OUT OF HERE AND GO BACK OVER TO HOME.

LET'S GO OVER TO THOMAS DIETZ. AND CLICKING ON, LET'S TAKE A LOOK.

DIGITAL IMAGERY, LET'S TRY THAT ONE.

THERE WE GO. AND AGAIN, IF THERE IS ANY HOMEWORK THAT IS LISTED ALSO, YOU'LL BE ABLE TO GET YOUR CHILD'S HOMEWORK

JUST THE SAME AS THEY WOULD BE ABLE TO GET IT YOU WILL ALSO HAVE ACCESS TO THIS.

SO THE TEACHER CAN POST THE HOMEWORK SECTION UP THERE AND THAT YOU WILL HAVE ACCESS TO IT.

SO I'M CLICKING ON THIS AND IT OPENS UP ANOTHER WINDOW AND IT LISTS THE DIFFERENT KINDS OF THINGS THAT ARE SUPPOSED TO BE DONE.

THIS IS FOR KARI STOCKBRIDGE. LESSON 3 SHADOW, MORPHING, DIFFERENT KINDS OF THINGS THAT HAVE TO DO WITH ADOBE PHOTOSHOP.

NOW LET'S GO BACK OVER HERE TO HOME.

AND LET'S SEE IF THERE IS ANYTHING ELSE AS I SCROLL DOWN.

NOW SINCE THERE IS INFORMATION BUILDING NEWS, HERE'S ONE FOR VINELAND HIGH SCHOOL.

AND WE HAVE AS THE SCHOOL'S COME ON LINE WITH THIS, THE DATA ENTRY PEOPLE WITHIN THE SCHOOLS WILL START TO PUT INFORMATION IN HERE WITH SCHOOL NEWS.

SO HERE'S ONE. IT LISTS THE JUNIOR SEMI-FORMAL FOR THE VINELAND HIGH SCHOOL. AND CAP AND GOWN...IS SCHEDULED TO BEGIN ON FEBRUARY 8TH.

IT BECOMES A PORTAL ARE FOR PEOPLE TO HAVE INFORMATION.

AT THE BOTTOM THERE IS OTHER INFORMATION--FREQUENTLY ASKED QUESTIONS--AND A BUNCH OF OTHER INFORMATION THAT'S AVAILABLE.

SO LET ME TRY ONE MORE. AMANDA DIETZ.

LET'S TAKE A LOOK AND SEE WHAT WE HAVE FOR LATIN 1.

AND, OH, AMANDA'S DOING VERY WELL.

LET'S LOOK AT MARKING PERIOD 1.

A WINDOW POPS OPEN, I'LL MOVE IT OVER.

NOW WE HAVE A GREAT DEAL OF INFORMATION HERE. YOU CAN SEE EXACTLY HOW THE CHILD IS DOING.

NOW NOTICE DOWN HERE THERE'S EVEN AN EXPLANATION: "EX: THIS ASSIGNMENT WILL BE IGNORED FOR GRADE CALCULATION."

SO IF IT'S EX THAT MEANS IT'S IGNORED FOR GRADE CALCULATION.

BUT WE HAVE ALL OF THIS INFORMATION AVAILABLE SO THAT YOU CAN ALSO COMMUNICATE WITH YOUR CHILD AND ASK THE QUESTION, "SO, WHAT DID YOU DO IN SCHOOL TODAY?"

I REMEMBER MY SONS WHEN THEY WERE GROWING UP I WOULD ASK, "WHAT DID YOU DO TODAY?"

AND THERE ANSWER WAS ALWAYS THE SAME--"UH, NOTHING."

AND I KNEW THEY WERE DOING SOMETHING. MY SONS WERE VERY GOOD STUDENTS.

SO THIS GIVES YOU THE CAPABILITY TO HAVE THAT KIND OF INFORMED CONVERSTAION.

WHEN THEY SAY NOTHING, YOU SAY WELL LOOK, HERE'S SOME INFORMATION THAT I HAVE.

AND YOU FIND THAT THE STUDENTS LIKE THIS MOST OF THE TIME.

BECUASE THAT WAY THEY ALSO KNOW THEY HAVE A BAROMETER TO SEE EXACTLY HOW THEY ARE DOING.

I'M GOING TO "X" OUT ON HERE.

I'M GOING BACK TO HOME.

SO HERE YOU HAVE YOUR STUDENTS LISTED, AS A RECAP.

AT THE BOTTOM YOU HAVE NEWS FOR A PARTICULAR BUILDING.

IF THERE WAS NEWS POSTED FOR THESE TWO SCHOOLS THEY WOULD BE BROUGHT ONLINE.

WE ALREADY HAVE INFORMATION FOR THE HIGH SCHOOL.

YOU CAN GO TO A PARTICULAR CHILD, SUCH AS HERE WHEN YOU CLICK.

AND WHEN YOU CLICK ON IT YOU CAN GO IN HERE AND IF THERE IS ANY HOMEWORK, THAT WILL ALSO BE LISTED.

LET'S TAKE A LOOK AT RECENT REPORTS.

AGAIN, THIS LIST ON THE MARKING PERIOD TELLS HOW THE STUDENT IS DOING, THE COURSE SECTION, THE UPDATED AND THE TEACHER.

IT ALSO, DOWN AT THE BOTTON, INDICATES A REPORT WITH AN ATTACHED FILE.

AND THERE'S ALSO THE POSSIBILITY OF INDICATING A LINK THAT WILL OPEN INTO A NEW WINDOW.

AND I'M GOING TO LOG OUT.

HOPEFULLY, THIS HAS BEEN INFORMATIVE TO YOU.

AND WE ARE VERY HAPPY THAT WE'RE ABLE TO PROVIDE THIS CAPABILITY TO THE PARENTS OF THE CHILDREN IN THIS SCHOOL DISTRICT.

THANK YOU VERY MUCH.