


















# Introducing



We're excited to announce our new school management system - **FACTS SIS** (Student Information System). We're in the process of setting up **FACTS Family Portal** - a private and secure parents' portal that will allow parents to see academic information specific to their children, while protecting their children's information from others.

All you need is an Internet-capable computer to view information such as:

- |   |  |
|---|--|
|  Attendance            |  School Announcements                           |
|  Daily Grades          |  Staff and School Directory                     |
|  Progress Reports      |  Family Account Balances with<br>Online Payment |
|  Report Cards          |  Teacher Email Addresses                      |
|  Transcripts         |  Teacher Websites                             |
|  Lesson Plans        |  Customized Web Surveys and<br>Tests          |
|  Discipline          |  Other Useful School<br>Information           |
|  Homework            |  |
|  Missing Assignments |  |
|  School Calendar     |  |

FACTS has created a 5 minute [Family Portal Overview video](#), which will give you an introduction to the system. Please watch it at your convenience by [clicking here](#). The password to access the video is **Portal** (case sensitive).

Once we have Family Portal up and running, we'll provide you with instructions for logging in and viewing information. We look forward to your participation. Together we can improve our children's academic development and the communication between our school and your home.



# Accessing Family Portal

**FACTS Management** gives you, the busy parent, an opportunity to get more involved in your child's academic progress and future success - all via the Internet!

**FACTS Family Portal** is a private and secure parents' portal that will allow parents to view academic information specific to their children, while protecting their children's information from others. You may view your child's grades, attendance, homework and conduct, as well as other useful school information. You can also communicate with teachers and other school staff online whenever necessary.

Here's how to access our easy-to-use **Family Online**:

- In Chrome, Firefox, Safari, or Internet Explorer go to [www.factsmgt.com](http://www.factsmgt.com) and click **Parent**.
- Type the school's **District Code** **SJMHS-CA**
- Click **Create New Family Portal Account**.
- Type your email address and click **Create Account**. An email will be sent which includes a link to create your login. The link is active for 6 hours.
- From the email, click the link to create your Family Portal (ParentsWeb) login.
- A web browser displays your **Name** and FACTS SIS **Person ID**.
- Type a **User Name**, **Password**, and **Confirm** the password.

Change/ Create Password

Name	Person ID	User Name	Password	Confirm	
Callie Johnston	11519	cjohnston	.....	.....	<a href="#">Save User Name and/or Password</a>

- Click **Save User Name and/or Password**.  
A message displays at the top of the browser, **"User Name/Password successfully updated."**

User Name/Password successfully updated.

Change/ Create Password

Name	Person to User Name	Password	Confirm		
Callie Johnston	11519	cjohnston	.....	.....	<a href="#">Save User Name and/or Password</a>

- You may now log in to Family Portal using your new user name and password.
- Family Portal allows you to access:
  - o Student attendance and daily grades
  - o Progress reports, reports cards and transcripts
  - o Lesson plans and homework
  - o School events



# Acceso al Family Portal

**FACTS Management** le brinda a usted, padre de familia ocupado una oportunidad de implicarse mas en el progreso academico de su hijo asf como en su exito en el future - todo a traves de internet.

**FACTS Family Portal** es un portal seguro y privado del padre de familia que permite visualizar la informaci3n academica especifica de sus hijos mientras protege la privacidad de los datos. Usted puede ver las calificaciones de su hijo, la asistencia, las tareas y su conducta, asf como informaci3n util del colegio. Tambien puede comunicarse con los profesores y personal del colegio cuando le haga falta. Todo lo que necesita es un equipo con internet.

Para accede a la **Family Portal**, siga los siguientes pasos:

- En Chrome, Firefox, Safari, o Internet Explorer, vaya a [www.factsmgt.com](http://www.factsmgt.com) y haga die en **Parent Login**, luego selecciona **FACTS Family Portal (ParentsWeb)**.
- Escriba el C6digo de Distrito del colegio **C6digo de Distrito SJMHS-CA**
- Haga die en **Create New Family Portal Account**.
- Tedee su direcci3n de correo electr3nico y haga die en **Create Account**. Se le enviara un mensaje de correo electr3nico en el que se induira un enlace para crear su usuario y contrasena para su cuenta de Family Portal. El enlace estara active durante 6 horas.
- Desde el correo electr3nico, haga die en el enlace para crear su inicio de sesi3n Family Portal (ParentsWeb).
- El navegador mostrara su nombre y su **Person ID** de FACTS SIS.
- Escriba un **Nombre de Usuario, Contraseia, y Confirme** la contrasena.

## Change/Create Password

Name	Person ID	User Name	Password	Confirm	
Callie Johnston	11519	<input type="text" value="cjohnston"/>	<input type="password" value="*****"/>	<input type="password" value="*****"/>	<input type="button" value="Save User Name and/or Password"/>

- Haga die en **Save User Name and/or Password**.  
Un mensaje se mostrara en la en la parte de arriba del navegador: **«User Name/Password successfully updated»** (Usuario/Contrasena creados correctamente).

**User Name/Password successfully updated.**

## Change/Create Password

Name	Person ID	User Name	Password	Confirm	
Callie Johnston	11519	<input type="text" value="cjohnston"/>	<input type="password" value="*****"/>	<input type="password" value="*****"/>	<input type="button" value="Save User Name and/or Password"/>

- En este momenta ya puede accede a la Family Portal usando su Nuevo Usuario y Contrasena.
- Family Portal le permitira accede a :
  - o Asistencia del alumna y evaluaci3n diaria.
  - o Evaluaci3n continua, boletines de notas y certificados.
  - o Planes de estudios y tareas.
  - o Eventos del colegio

