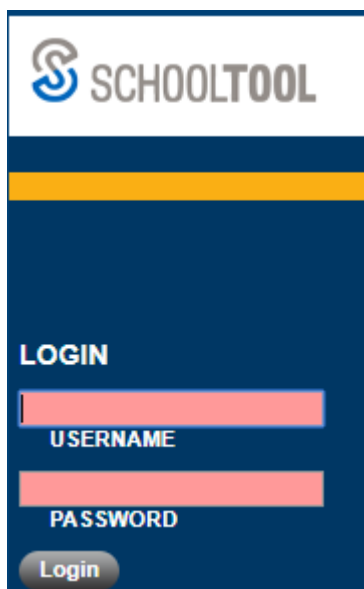


Intermediate School Parents

Schooltool Progress Reports

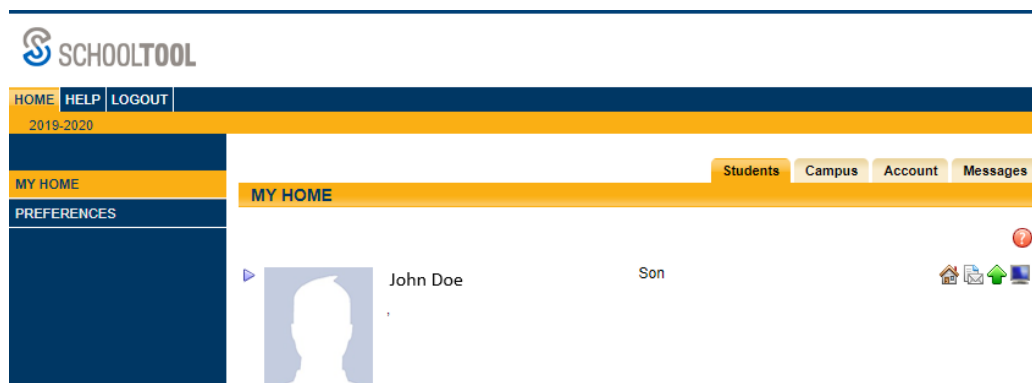
The steps below describe how you can access your child's Progress Report.

1. Schooltool login – in late August an email was sent to the email address we have on file for each parent. This email described how to login to Schooltool
 - a. You can login to schooltool via a web browser or using the App which is available for iPhones or Android phones.
NOTE – since the progress reports contains a great deal of information we suggest you use a computer or tablet which has a larger screen than a phone
 - b. Go to the site <https://schooltool.victorschools.org/SchoolToolWeb>
 - c. Login with your email address and the password that sent home in August. If you do not know your password, call the Intermediate office and they can resend this email



The image shows the Schooltool login interface. At the top is the Schooltool logo, which consists of a stylized 'S' icon followed by the word 'SCHOOLTOOL'. Below the logo is a dark blue rectangular area containing the word 'LOGIN' in white capital letters. Underneath 'LOGIN' are two red rectangular input fields. The first field is labeled 'USERNAME' and the second is labeled 'PASSWORD' in white capital letters. At the bottom of the blue area is a grey oval button with the word 'Login' in white.

2. Once logged in you will see the home screen as shown below. Any students you have registered in the district will be displayed. If you want to change your password, click the Account tab.



The image shows the Schooltool home screen after a successful login. At the top is the Schooltool logo. Below it is a navigation bar with links for 'HOME', 'HELP', and 'LOGOUT'. Underneath the navigation bar is a yellow bar with the text '2019-2020'. Below the yellow bar is a dark blue sidebar with links for 'MY HOME' and 'PREFERENCES'. To the right of the sidebar is a yellow bar with the text 'MY HOME' and four tabs: 'Students', 'Campus', 'Account', and 'Messages'. Below the yellow bar is a profile section for 'John Doe' with a silhouette icon and the word 'Son'. To the right of the profile section are three icons: a house, an envelope, and a person. A red question mark icon is also visible in the top right corner.

3. There is a small bluish triangle to the left of the photo, click that to display details. Beside basic demographic information there is a set of tabs that appear
- Contacts – a student’s mother, father, guardian, and emergency contacts are listed
 - Schedule – a list of subjects and teachers
 - Attendance – running record of attendance for the current school year
 - Grades – this is where you will find the progress report
 - Assessments – state ELA and Math assessments
 - Assignments – the Intermediate Schools uses a standards based Progress Report so no information will be displayed in this tab

SCHOOLTOOL


HOME HELP LOGOUT

2019-2020

MY HOME

PREFERENCES

PERSONAL INFORMATION



 FIRST: MIDDLE: LAST: GENDER: DOB: 1ST LANGUAGE: EMAIL:

ADDRESS: Unknown
LOCKER: 0354

STUDENT

Contacts Schedule Attendance Grades Assessments Assignments

Contacts

No address available	Mother Work:	   
No address available	Emergency Contact Home:	
No address available	Emergency Contact Cell:	

Siblings

No siblings

4. Click the grades tab. There are a series of drop down menus in the middle
 - a. Choose the proper school year
 - b. View – choose Marking Period Grades
 - c. Choose the proper Trimester
 - d. Choose the proper report to print; either Progress Report or Multiage Progress Report

As you scroll down the page you will see the progress report. To display it in a separate window allowing easier reading and the ability to print, click the printer icon shown below using the red arrow.



[HOME](#)
[HELP](#)
[LOGOUT](#)

2019-2020

[MY HOME](#)
[PREFERENCES](#)

PERSONAL INFORMATION

FIRST:
 MIDDLE:
 LAST:
 GENDER:
 DOB:
 1ST LANGUAGE:
 EMAIL:

ADDRESS: Unknown
 LOCKER: 0354

[Contacts](#)
[Schedule](#)
[Attendance](#)
[Grades](#)
[Assessments](#)
[Assignments](#)

STUDENT

School Year 2018-2019 View Marking Period Grades for Trimester 1

Report to print: Progress Report

Course	Teacher	MP	Days	Period	Section	Grade	Comments
6th AIS ELA 40 Mins	Mrs. Raby	T1,T2,T3	A,C	7	9	None	
6th AIS Math 40 Mins	Mrs. Hegeman	T1,T2,T3	B,D	7	2	None	
6th Art	Mrs. Russotti	T1,T2,T3	B	8	8	None	
6th ELA	Mrs. Pallifrone	T1,T2,T3	A,B,C,D	3 - 4	8	None	
6th Grade Band	Mr. Marini	T1,T2,T3	A,B,C,D	Supplemental Courses	3	None	
6th Math	Mr. Stone	T1,T2,T3	A,B,C,D	1 - 2	7	None	
6th Music	Bemis	T1,T2,T3	D	8	8	None	
6th PE	Ms. Frunzi	T1,T2,T3	A,C	8	8	None	
6th Science	Mrs. Pallifrone	T1,T2	B,D	6	8	None	
6th Social Studies	Mr. Stone	T1,T2	A,C	6	8	None	

6th AIS ELA 40 Mins (6AISELA40)

Targeted Areas of Instruction

Decoding
 Reading comprehension (literature)
 Reading comprehension (informational)