

BETA PARENT ACCESS ALERT SETUP FOR PARENTS/STUDENTS

Below are the steps for Parents and/or Students to set up their students in Beta Parent Access for the **Alerts for Low Assignment Marks and/or Missing Assignments**:

1. Log into the following website: <https://pa.woco-k12.org/district>
2. From this website, you will select your school district
3. From the below screen, after you have created your Parent account, you will then enter your username and password and click “Sign On”

ProgressBook ParentAccess

Not your district?

WOCO School District

Enter your login information

User name:

Password:

Enter your password

Sign on Remember me

Create an account
Can't access your account?

4. This will take you to the Home page for your student/students – on this page under Family Information, click on Alerts on the left side of the page

ProgressBook ParentAccess

Home Christopher Ronay
Student ID: 999904837

STUDENT INFORMATION

- Home
- Attendance
- Grades
- Assignments
- Homework
- Schedule
- Report Card

SCHOOL INFORMATION

- News
- Calendar
- Class Information

FAMILY INFORMATION

- Alerts
- Profile
- Change Password
- Manage Students

Grades details

Grades for 4TH QUARTER

There are no grades available at this time.

View all grades

Homework details

Homework due today or next 2 days

No homework is posted to the web with a due date within the next couple days. Please check your planner or notes.

View all homework

Assignments details

Assignments recorded in past 2 days

View all assignments

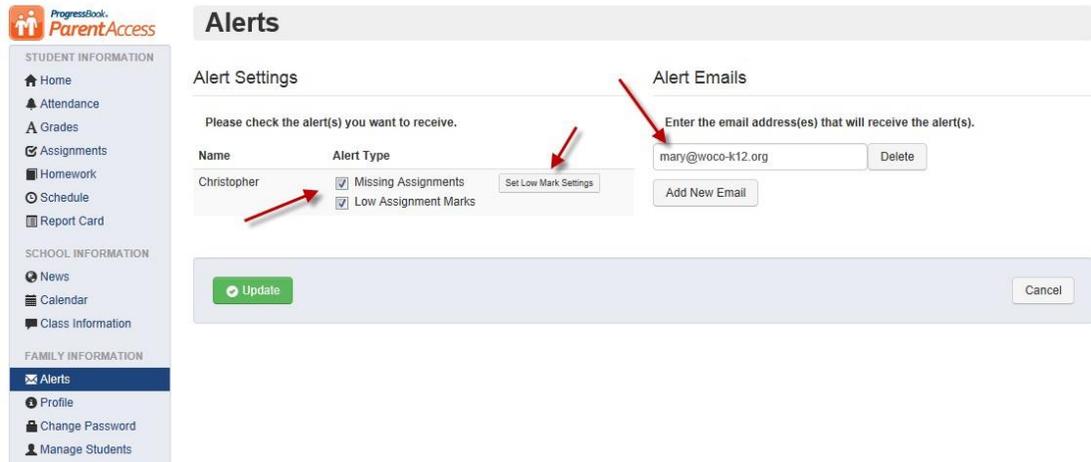
Daily Attendance details

Attendance totals for the year

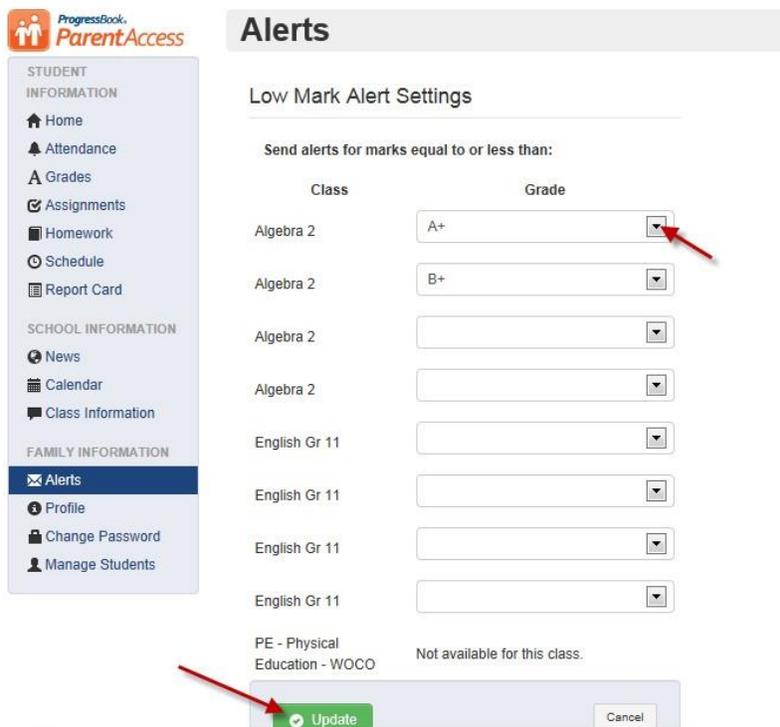
Excused Absent	4
Tardy	3
Unexcused Absence	2

View all attendance

- The Alerts screen below displays showing all the students added to your account with the ability to turn on alerts for **Missing Assignments** and **Low Assignment Marks**. On the Alerts screen next to the child's name, select the alerts to which you want to subscribe. Click **Update**. The following message displays: **"Your changes have been saved."** If you subscribed to the **Low Assignment Marks** alert, the **Set Low Mark Settings** button displays. **At least ONE email address is required**. Additional email addresses can be added.



- Click **Set Low Mark Settings**. The **Alerts Low Mark Settings** screen displays all the student's classes with the ability to select a grade to set a low mark threshold for each class. Next to each **Class** in the **Grade** drop down list, select the low mark threshold for each class. Click **Update**. The following message displays **"Your changes have been saved."**



- Perform the above steps for each child for whom you selected the **Low Assignment Marks**.
- Once you have completed the Alerts setup for each child, you will receive email notifications based on the alerts and threshold setup you entered.