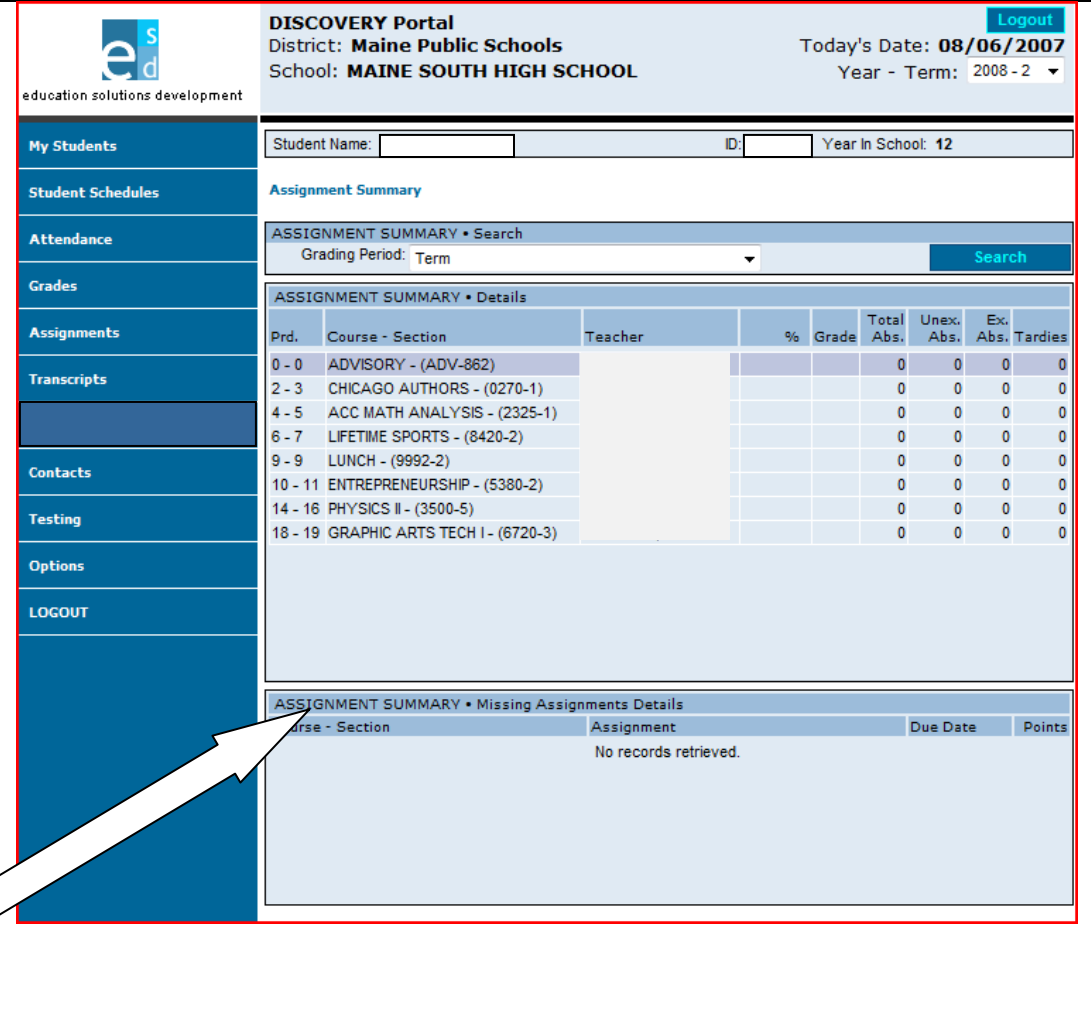
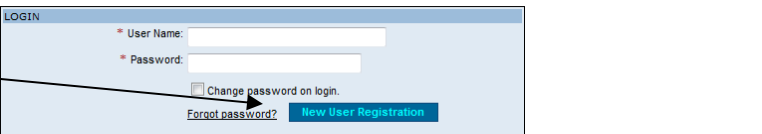


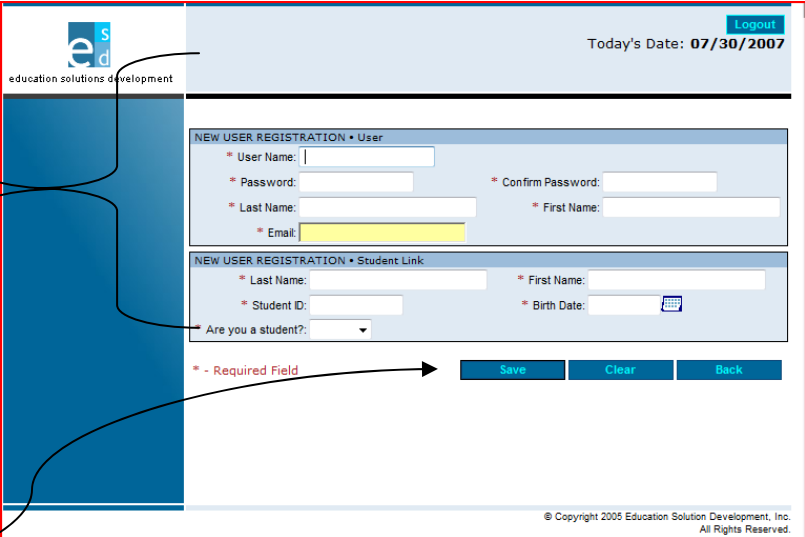
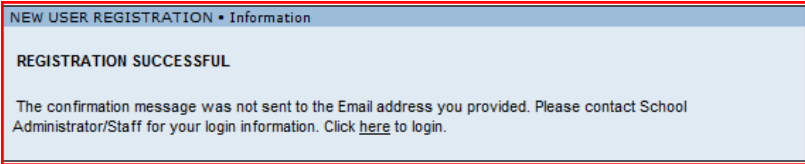
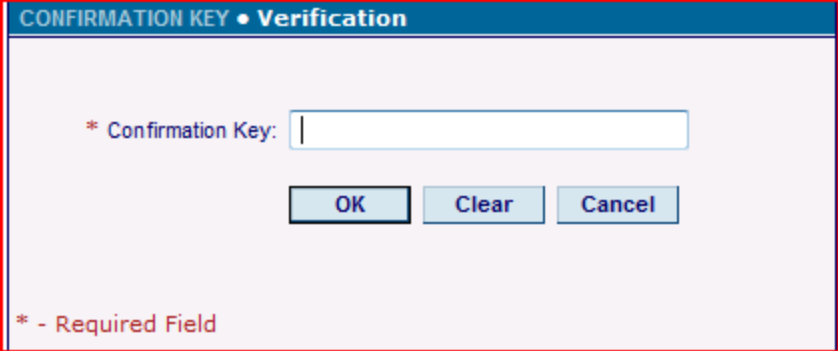
Dear Parent,

This year you will have access to a new resource that will help all of us to be better informed of student progress. The new parent portal will allow students and parents to monitor their grades from any computer with Internet access. You can find an example of what you will see when you sign in and directions for how to sign in to the portal below.

<p>My Students: The screen to the right is the default sign in page</p>		
<p>Student Schedules: Displays the selected student's current schedule – Hovering over the Prd. column displays the bell schedule</p>		
<p>Attendance: Shows month to month attendance records by period. Recorded by absence code (key is found at the bottom of the attendance page)</p>		
<p>Grades: Shows grades, performance, and progress. This information becomes available when reports are sent home.</p>		
<p>Assignments: Displays recent grade activity by course. A summary of this information can be found on the "My Students" screen</p>		
<p>Transcripts: Display past grade information – not an official transcript</p>	<p>Contacts: This displays your current contact information. To update this information contact your school's guidance</p> <p>Maine East - 847-692-8526 Maine South - 847-692-8213 Maine West - 847-803-5768</p>	<p>Logout: Can be used to exit the system</p>

In order to use this new feature you must be listed as a student contact with a current email address. If this information is not on file please contact your school's guidance department at one of the numbers listed above. To sign into the portal follow the directions below:

<p>Go to http://www.maine207.org or to your school's homepage and Click on the link called Student/Parent Portal</p>		
<p>Click on "New User Registration"</p>		

<p>Enter the requested information:</p> <p><u>User Name</u> must be unique and no more than 10 characters <u>Password</u> must be between 6 and 20 characters.</p> <p>Note: Last Name, First Name, Email, Student Last Name, Student First Name, and Student ID MUST match the information listed in the student's school records.</p> <p>Parents select "NO" for the question "Are you a student"</p> <p>Students Select "YES" for the question "Are you a student"</p> <p>Click "SAVE"</p>	
<p>You will then see a screen confirming that you have registered successfully. A temporary PIN will be emailed to the address on file. Check your email to retrieve this number.</p>	
<p>A temporary PIN will be emailed to the address on file. Check your email to retrieve this number.</p>	<p>Dear Parent,</p> <p>Welcome and thank you for registering with Discovery Portal. The following is your login information:</p> <p>Username: PARENT</p> <p>Password: PASSWORD</p> <p>Please use the following key to activate your account:</p> <p>Confirmation Key : ABCDE12345</p>
<p>Go back to http://www.maine207.org or to your school's homepage and Click on the link called Student/Parent Portal</p>	
<p>Enter your username and password</p>	
<p>Enter the 10 digit PIN found in the email that was sent to you.</p> <p>Note: you will only need to enter this when entering for the first time.</p>	
<p>You will now be into the Parent/Student Portal</p>	

Please review future mailings and the school's website for dates where training on the Parent Portal will be offered.

If you have any questions please contact Hank Thiele, Director of Technology at 847-692-8075.