



Parent Self Serve Mobile

Parent Self Serve Mobile is the mobile web application version of TEAMS Parent Self Serve. Parent Self Serve Mobile honors the same configuration options that are used for the computer-based Parent Self Serve application, though not all pages that can be selected for display in the computer-based Parent Self Serve application can be displayed in the Parent Self Serve Mobile web application.

Note: In this document, references are to Parent Self Serve Mobile. The parent version and the student version of the mobile web application operate the same, except for the noted differences.

Note: For more information about configuring options for the Parent Self Serve application, see the TEAMS Parent Self Serve/Student Self Serve User Guide.

Overview

An overview of key points about Parent Self Serve Mobile is below.

- Parent Self Serve Mobile supports:
 - Apple products running iOS 5 or later on iPhone, iPad, or iPad Touch,
 - Android devices running version 2.3 or newer on smartphones or tablets, and
 - Safari or Chrome Web browsers.
- Parent Self Serve Mobile uses Vaadin TouchKit, which is a mobile-optimized HTML 5 application.
- Security factors are identical to those of the standard TEAMS application. There is no additional data or infrastructure installed on the mobile device.
- Parents/guardians will access Parent Self Serve Mobile at <https://teamsurl/mobile> (where "teamsurl" is your district's URL for TEAMS). Districts can post this link on their website or communicate it to parents/guardians.
- Students will access the student version of Parent Self Serve Mobile at <https://teamsurl/mobile/student> (where "teamsurl" is your district's URL for TEAMS). Districts can post this link on their website or communicate it to students.
- Parents/guardians wishing to use Parent Self Serve Mobile must have a Parent Self Serve user name and login. If they do not, they must register using the computer-based version of the Parent Self Serve application and be granted access following your district's approval process.
- Students wishing to use the student version of Parent Self Serve Mobile must have a Student Self Serve user name and login. If they do not, they must register using the computer-based version of the Student Self Serve application and be granted access following your district's approval process.

The following information/pages are accessible in both Parent Self Serve Mobile and the computer-based Parent Self Serve application for any campus for which they are set to be displayed:

- Student Detail
- Attendance
- Report Cards (with the ability to drill down to Assignments)
Note: In Parent Self Serve Mobile, assignment attachments are not displayed at this time.
- Progress Reports
- Campus Messages
- Discipline
- Health Log
- Notifications
Note: The student version does not display the Notifications page.
- Email Teacher

The following pages are only displayed in the computer-based Parent Self Serve application and not displayed in Parent Self Serve Mobile:

- GPA
- Credit Summary
- Transportation
- After School Care
- Summer/Night School
- External Sites
- Edit Contact Info

User Sign In

When parents/guardians or students enter your district's link for accessing the parent or student version of Parent Self Serve Mobile, the Sign In page is displayed, as shown below.

Note: To access Parent Self Serve Mobile, a parent/guardian or student must be an existing user of the computer-based Parent Self Serve application or Student Self Serve application.

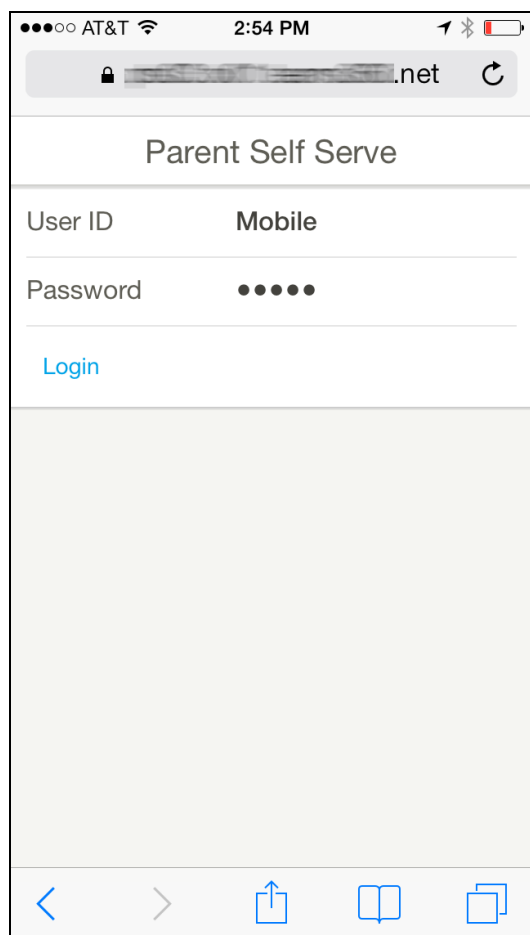


Figure 1: Sample Parent Self Serve Mobile Sign In page

Users complete the **User ID** and **Password** fields and tap **Login** to display the Student List page.

Note: In the student version, the Student List page is not displayed. Upon login, the Student page is the first page displayed. (For more information on the Student page, see page 3.)

Student List Page

A sample Student List page is shown below. As with the computer-based Parent Self Serve application, all of the students whose information the parent/guardian can access are listed on the page.

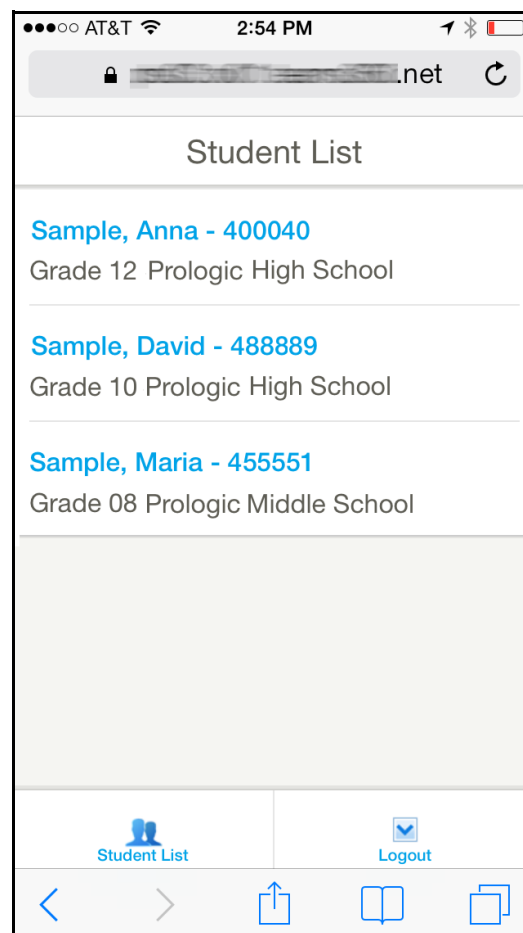


Figure 2: Student List page

Parents/guardians tap a name on the Student List to display the Student page for the selected student, as shown in the following figure.

Student Page

The Student page displays information about the selected student and any available pages of information that have been configured for the campus.

Tap to go back to the previous page.

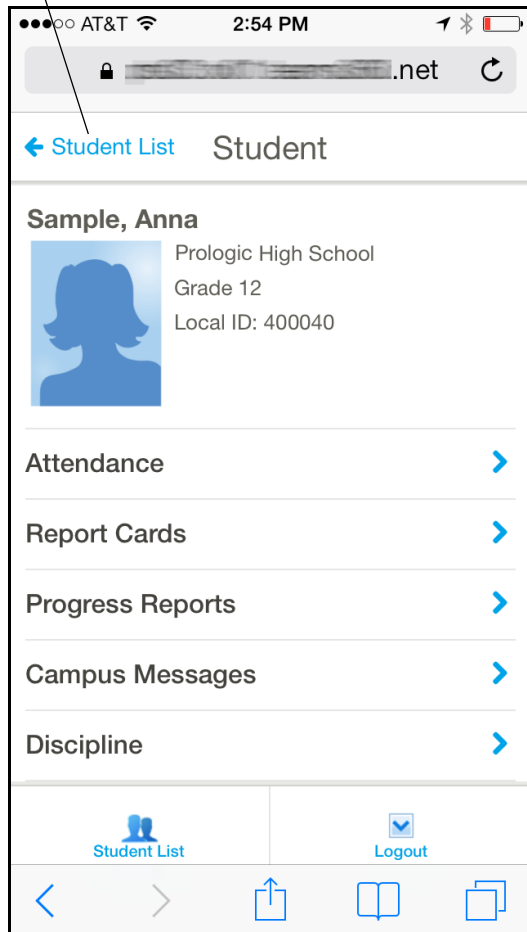




Figure 3: Student page

Note: At any point in Parent Self Serve Mobile, users can tap the following icons that are on every page:

- Tap  [Student List](#) to return to the Student List page.
- Tap  [Logout](#) to sign out.

Note: Whether a student photo is displayed is set in the Campus PSS Setup Options function. For more information, see the TEAMS Parent Self Serve/Student Self Serve User Guide.

Users tap an option on the Student page to navigate to that information.

Note: Users may need to swipe down the Student page to view all options.

If a campus Parent Self Serve note has been configured for the campus, it is displayed as a reminder at the bottom of the Student page, as shown in the following figure.

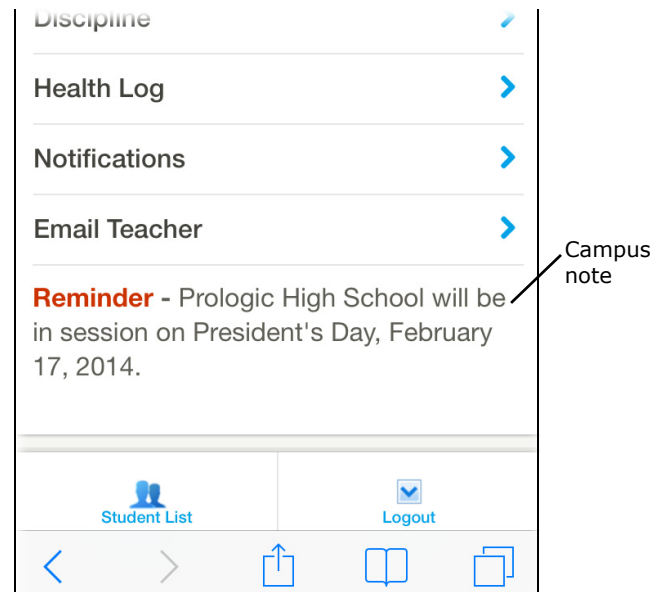


Figure 4: Student page (partially illustrated) with Reminder at the bottom of the page

Viewing Information

This section is an overview of sample pages and information that might be included in the Parent Self Serve Mobile web application. Because the modules/options to display are set for each campus in the Campus PSS Setup Options function, parents/guardians or students might not see all the tabs and information shown in this section.

Attendance

A sample Attendance page is shown below.

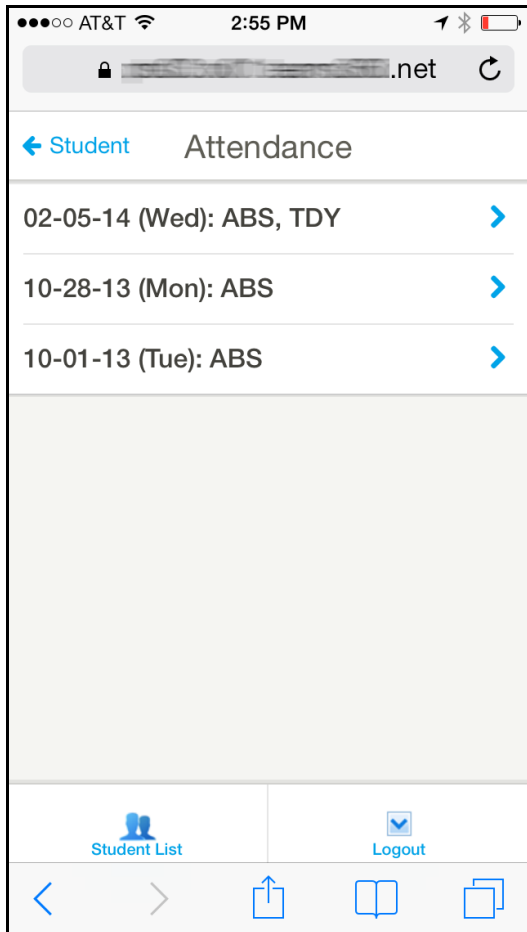


Figure 5: Attendance page

Attendance information is listed in reverse chronological order and includes the following information:

- Date
- Day of the Week
- Absence or Tardy code for each date

Users can tap a date to drill down to display the Attendance Details page with more information, as shown in the following figure.

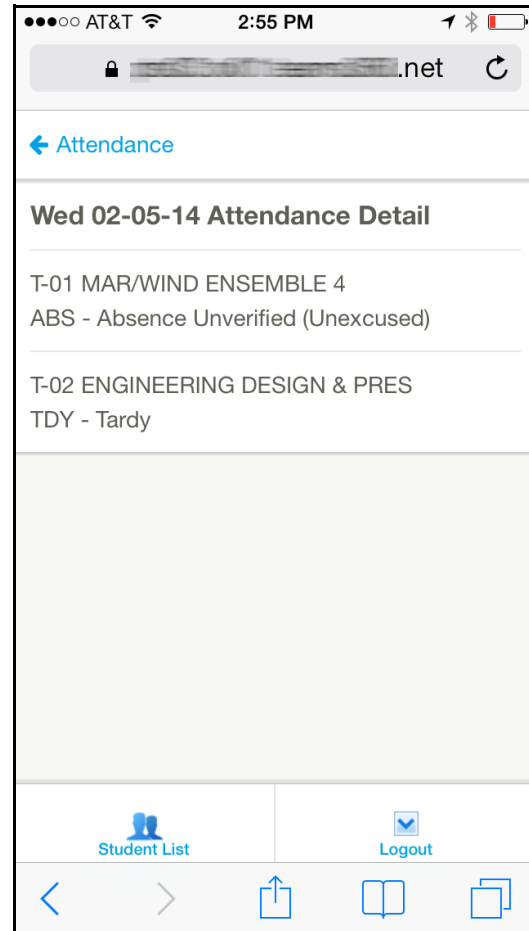


Figure 6: Attendance Details page

The Attendance Details page displays the following information:

- Day code
- Period
- Course long description
- Absence or tardy reason,
- Whether the absence or tardy was excused or unexcused

Report Cards

A sample Report Card page is shown below.

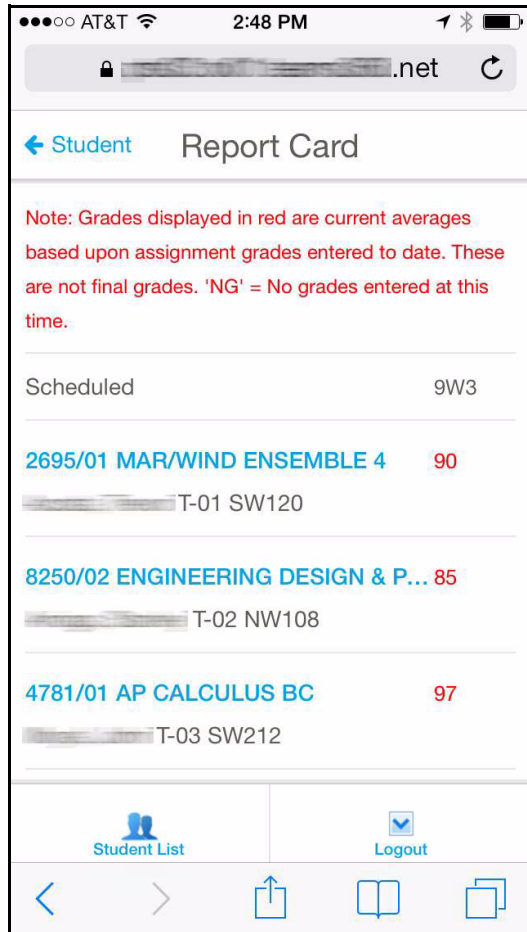


Figure 7: Report Card page

The Report Card page lists the following information for each of the student's scheduled courses:

- Course
- Section
- Long description
- Teacher
- Day/period
- Room number
- Current running grade average if today's date falls within a grading cycle or the grade that is posted

Note: Dropped courses are displayed at the bottom of the list.

Users tap to drill down to grades for the course, as shown in the following figure.

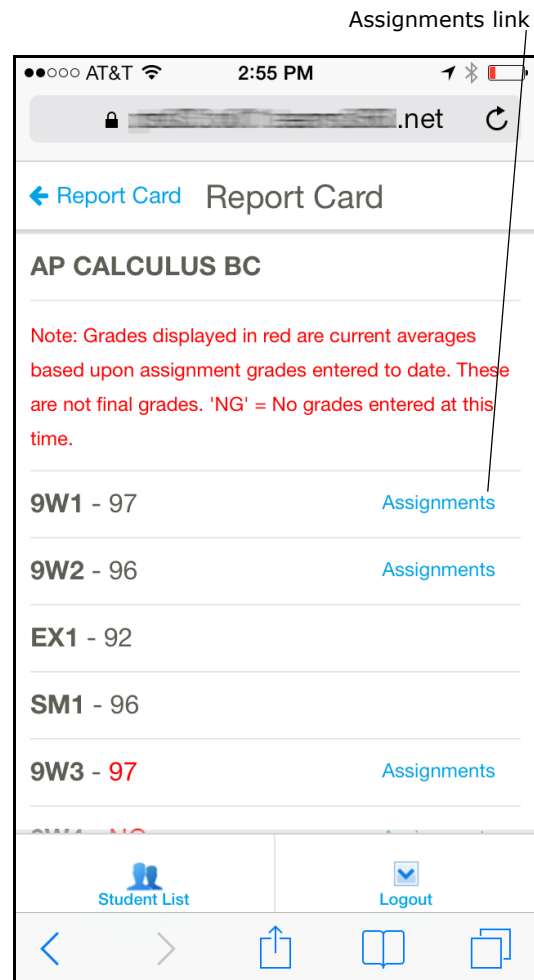


Figure 8: Report Card page for a selected course

Note: Grades in black text are posted grades. Grades in red text are the running average.

Users can tap the **Assignments** link to drill down to the assignments for a grading cycle, as shown in the following figure.

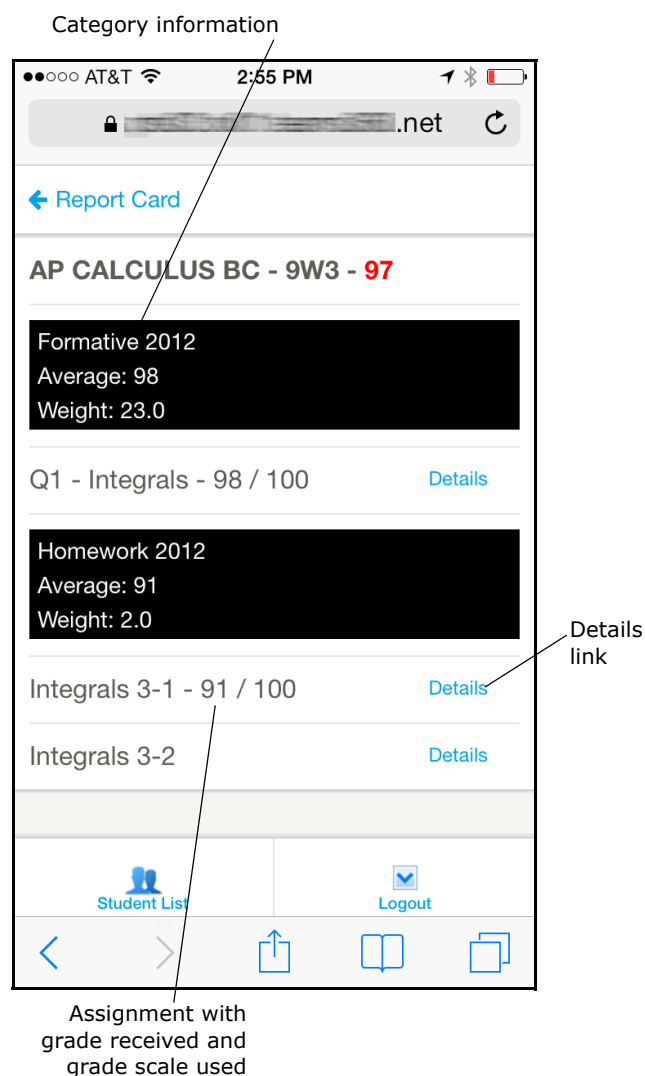


Figure 9: Assignments page

Assignments are grouped by assignment categories. For each assignment, users can tap the **Details** link to display a popup box that includes the following information:

- Grade Value
- Grade Note, if applicable
- Max Value
- Grade Scale
- Class Average

Note: Whether the class average is displayed is controlled by a setting in the Campus PSS Setup Options function.

- Assignment Date
- Due Date
- Count
- Assignment Note, if applicable

Note: If the teacher has saved an attachment for the assignment, it is not accessible in Parent Self Serve Mobile and must be accessed using the computer-based Parent Self Serve application.

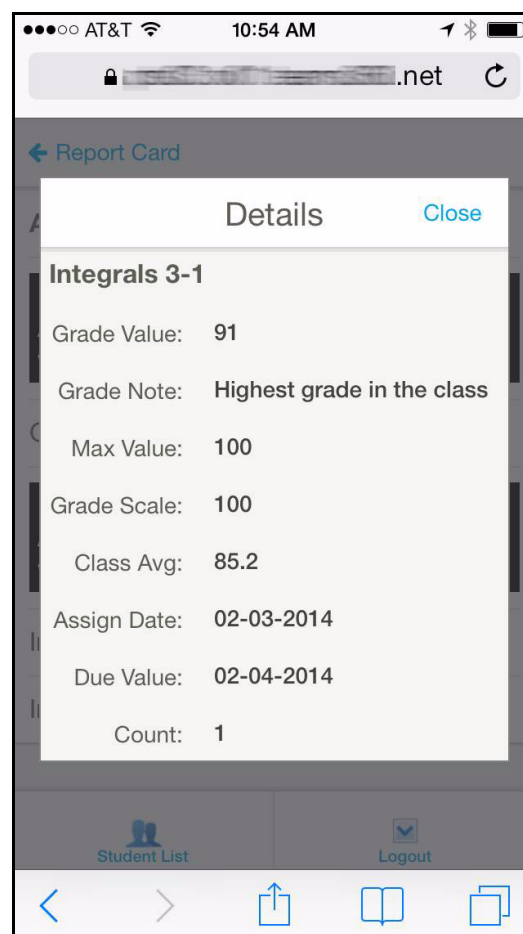


Figure 10: Details box for an assignment

Users may need to swipe down the box to view assignment note information, as shown below.

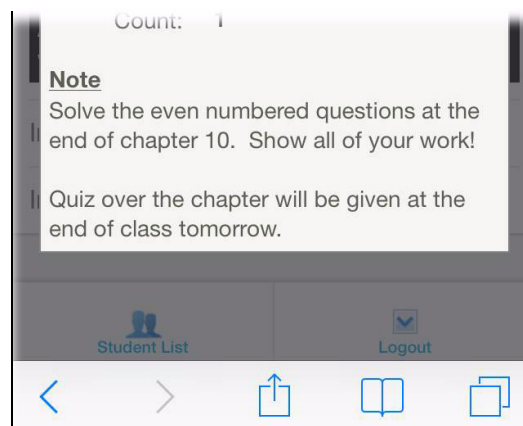


Figure 11: Details box (partially illustrated with assignment note)

Users tap **Close** to close the Details box.

Progress Reports

A sample Progress Reports page is shown below.

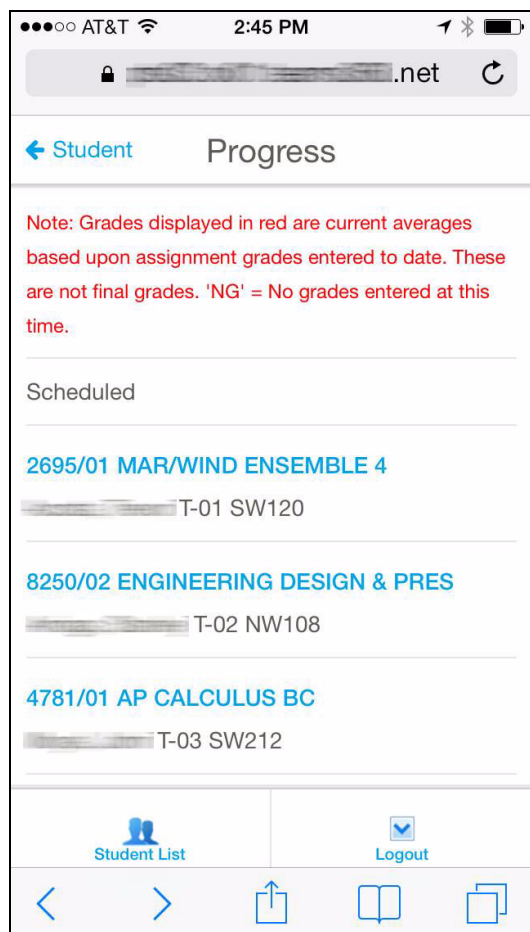


Figure 12: Progress Reports page

The Progress Reports page lists the same course information as the Report Card page.

If there is a progress cycle that includes today's date, the running average or posted grade is displayed. If there is no progress cycle for today's date, no progress grades are displayed.

As on the Report Card page, users can drill down to see all progress grades for the course and continue to drill down to assignments and assignment details. The Progress Reports page with progress grades is shown in the following figure.

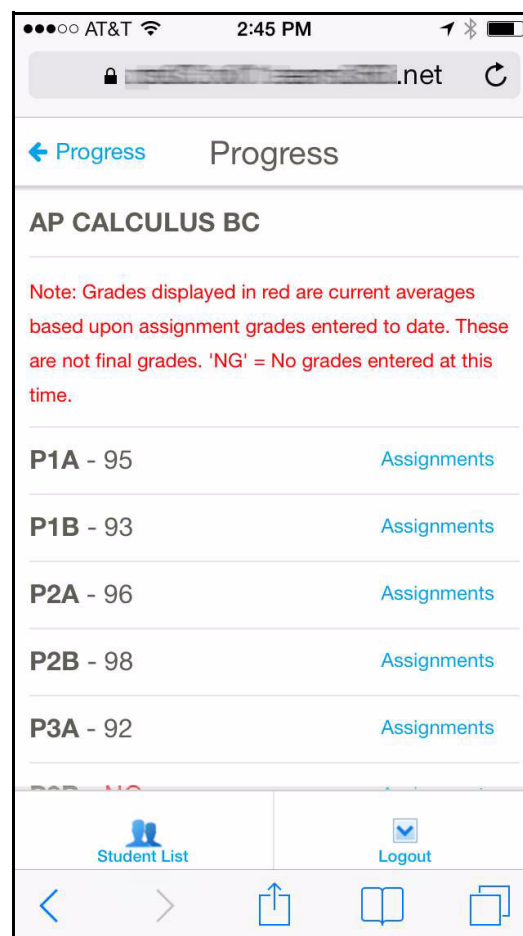


Figure 13: Progress Reports page for a selected course

Campus Messages

A sample Campus Message page is shown below.

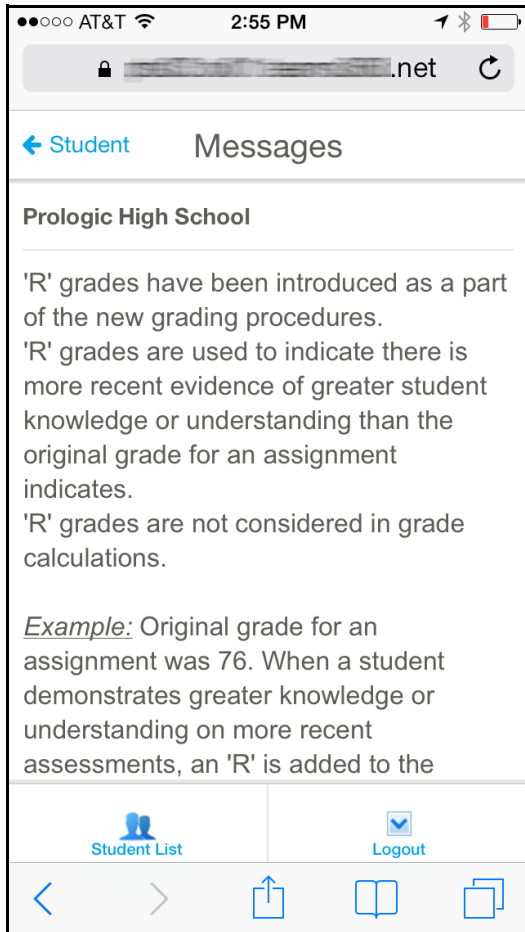


Figure 14: Campus Message page

Discipline

A sample Discipline page is shown below.

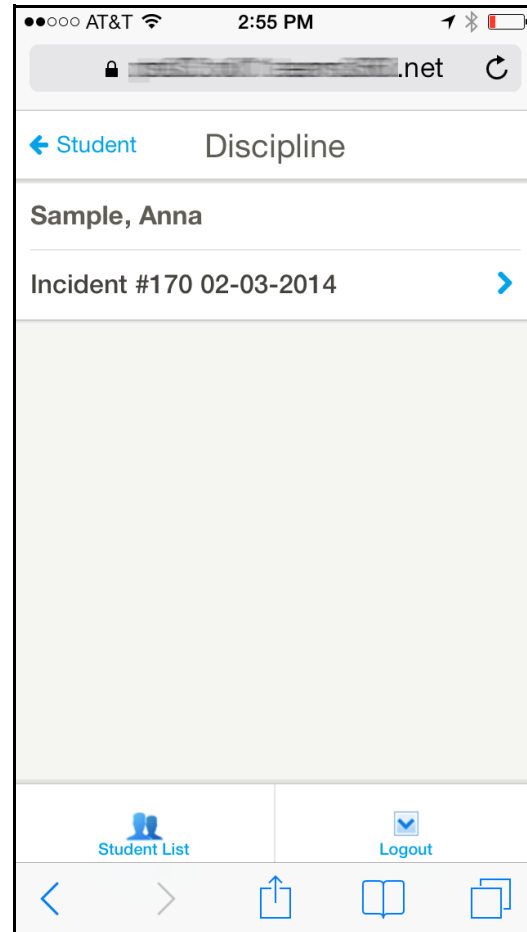


Figure 15: Discipline page

The Discipline page lists the following information:

- Incident number
- Date of the incident

Users can drill down on an incident to view more details, as shown in the following figure.

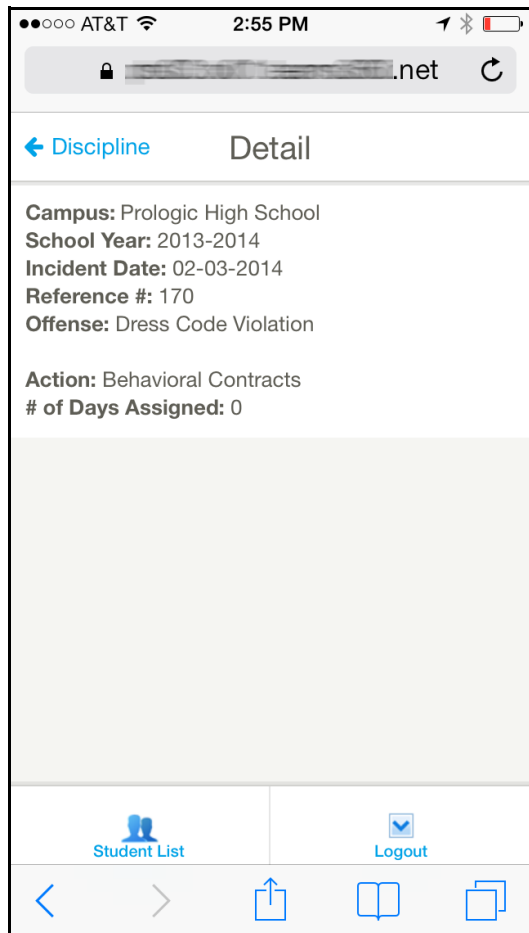


Figure 16: Discipline Detail page

Note: The amount of Discipline information displayed in depends on how the Discipline module is configured in the Campus PSS Setup Options function. Options control whether the Offense, Disciplinary Action, and # of Days are displayed.

Health Log

A sample Health Log page is shown below.

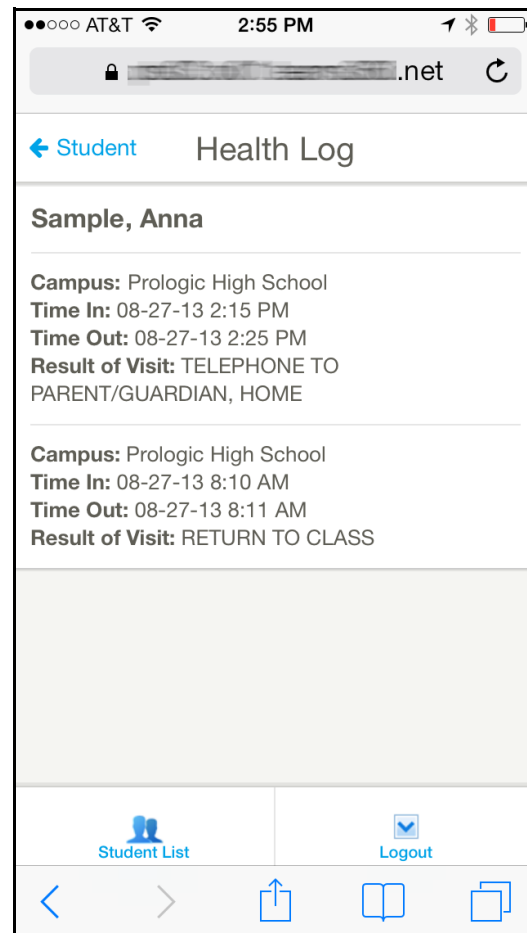


Figure 17: Health Log page

Note: Whether the Result of Visit information is displayed is controlled by how the setting in the Health Log Detail field in the Campus PSS Setup Options function.

Notifications

A sample Notifications page is shown in the following figure. Parents/guardians can select to receive Attendance, Daily Assignment Grade, and Grade email notifications.

Note: Parents/guardians must have a valid primary email address on record to receive notifications.

Note: The Notifications page is not displayed in the student version.

Email Teacher

A sample Email Teacher page is shown below.

AT&T 2:56 PM

Student Notifications

Attendance

Unexcused Absences

☒ Off

☐ First Occurrence Only

☐ Every Occurrence

Tardies

☒ Off

☐ First Occurrence Only

☐ Every Occurrence

Daily Attendance Summary

☐ Off ☐ On

Daily Assignment Grades

Missing

☒ Off ☐ On

Student List Logout

Figure 18: Notifications page

Parents/guardians swipe down the page to view all notification options. When they have finished configuring notification options, they tap the **Save Changes** button at the bottom of the page. The Save Changes button is shown below.

Progress Grades

☒ Off ☐ Below 70

Report Card Grades

☒ Off ☐ Below 70

Save Changes

Student List Logout

Figure 19: Notifications (partially illustrated) with Save Changes button

AT&T 2:56 PM

Student Email Teacher

Teacher Name:

From: sample@sample.com

CC: sample@sample.com

Message:

Send Email

Student List Logout

Figure 20: Email Teacher page

Users select the teacher and course in the **Teacher Name** field, enter their **Message**, and click the **Send Email** button.

Note: When users click the Send Email button, the message is sent using the email application in TEAMS. Users have the option to use their own email application. To do this, they tap the link at the bottom of the Email Teacher page that says **Click here to email the teacher using your own email client**. Their default email application is displayed. (Users may need to swipe to the bottom of the page to see this link.)