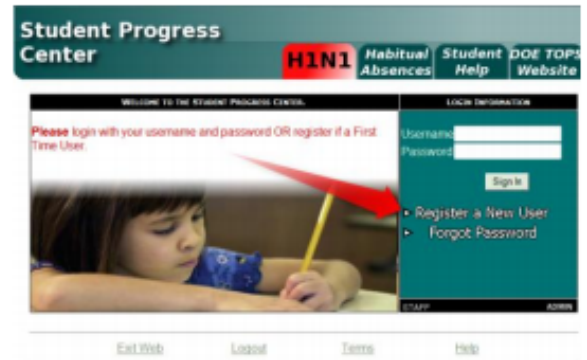# Parent Command Center Directions

Navigating to the Parent Command Center

Open your Internet browser, and then go to
http://jpams.lpssonline.com/jpweb

The Student Progress Center login screen will be displayed.
- If you are a first time user, click **Register a New User**.
- If your account has already been created, type your **Username** and **Password**, and then click **Sign In**.

Creating a New Account

Enter the requested information as shown below.

- **Relationship**-the relationship of the parent / guardian to the student
- **First Name** and **Last Name** should be the *parent* or *guardian's* first and last name.
- **PSN** stands for **Student Portal #**. It is a five digit number used by the system to verify a parent. You will see the number on the Student Information Form sent home by the school.
- When done, click **Submit**.

New User Registration

Fields shown in RED are required.

NOTE: All information below is asking for PARENT/GUARDIAN information, please enter all information about the PARENT/GUARDIAN registering the account. The PSN number will be provided by the student's school.

Relationship Information
Please Select
Please Select
Mother
Father
Guardian

Parent Information
First Name
Last Name
PSN

Submit   Reset

If the information provided to make a new account is correct, you will be allowed to create a login and password. Fill in the required information, as shown on the screen below. Click **Submit** when done.

New User Registration

Please select a username and password to use to access your student's information.

*NOTE: Special characters (- ; / \ * # ') and any spaces will be removed from usernames and passwords.*

Login *(6-20 characters)*	bluengold1
Password *(6-20 characters)*	•••••••
Re-type Password	•••••••
Select secret question #1	What is your mother's maiden name?
Answer to question #1	Ortego
Select secret question #2	What is your favorite color?
Answer to question #2	blue

Submit   Reset

TIP: Write down your login and password and keep in a safe place. The school does not have access to your password!

These answers will help if your password is forgotten.

Once you have successfully entered the information, a message will indicate your account was created successfully. Be sure you write down the account information entered, since it is completely private and cannot be retrieved, even by school personnel. Click **Login** to access your new account.

Account created successfully!
Please click the login button to return to the main screen.

Login

If you receive an error message, click **OK**. Verify your information, and then try again. If this does not work, please contact the school to verify your information against what is contained in the computer system.

Message from webpage

New user account cannot be created.

1. Verify you entered PARENT information not student information
2. Verify you entered the correct PSN.
3. No student records matched parent information.
4. Student's records may have been blocked from online viewing.

If you continue to have problems please contact the school secretary for assistance.

Common issues:

- Names provided don't match names in the system. Example: "Christina" was entered as a parent first name, but the computer system has "Christine". Check the name on the student information form. Is it the same as the one used to create the account?
- The *PSN* field does not match the number in the computer system. Check against the *Student Portal #* number on the student information form, or with the Secretary to verify.
- The relationship used to create the account doesn't match the relationship in the computer system.

I Forgot My Password. What Do I Do?

Click the **Forgot Password** link, and then provide the answers to the secret questions selected when the account was created. Click **Submit**. You will then be allowed to create a new password.

LOGIN INFORMATION

Username
Password

Sign In

▸ Register a New User
▸ Forgot Password

Select secret question #1	What is your mother's maiden name? ▾
Answer to question #1	Ortego
Select secret question #2	What is your favorite color? ▾
Answer to question #2	blue

Submit Reset

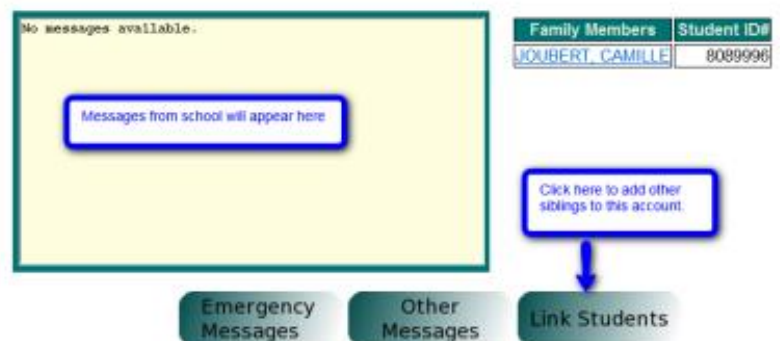These answers will help if your password is forgotten.

Using the Student Progress Center

At the login page, enter your **Username** (login) and **Password**. Click **Sign In**.

You will see your child's name and student number.
Messages from school are displayed on the left.
To add other siblings to this account, click the **Link Students** button.

No messages available.

Messages from school will appear here

Family Members	Student ID#
JOUBERT, CAMILLE	8089996

Click here to add other siblings to this account.

Emergency Messages   Other Messages   Link Students

Click the student's name and you will see a page with tabs.

By clicking each tab, you will see more information. This information is current and "real time". As soon as it is entered into the system by a school staff member, it is available on the Student Progress Center.

Welcome to the Parent's Command Center.
From here you can view student information for:

- Name: CAMILLE JOUBERT
- Student ID#: 8089996
- School #: 008
- School Year : 0910

Click on a tab above to see the desired information.

To select a new student click here.

To move from this student and go to a sibling, click here.

Exit Web   Logout   Terms   Help

Attendance- shows all absences, tardies, check-outs, etc. that have occurred so far this school year.

Conduct- shows conduct comments posted by teachers.

Grades Related Information in the Parent Command Center

There are four tabs that show information about a student's grades. Each is discussed below.

Grades- shows the current averages for the student in each class, along with semester and final averages, like a report card

Lessons- shows assignment scores for each subject for the current grading period, like a progress report. A user can change the time frame of the information displayed by choosing different time span in the **Date Range** drop down selection, then clicking **Submit Request**.

Select LessonPlan Subset: All   Show: All Assignments   Date Range: Current Marking Period

All
Next Month
Next Week
Current Marking Period
Current Month
Current Week
Last Week
Last Month
Prior Marking Periods
First Prior Marking Period

Submit Request

Exit Web   Logout   Terms

Progress- shows all assignment scores for each subject for the entire year.

Transcript- shows a current transcript for a high school grade level student. If the student is in the elementary grades, grades for the current year will be displayed here.

Other Tabs of Interest

Other- shows information about the school and grading periods, as well as school holidays.

Fees- shows fees owed to the school as recorded by the School Secretary. Official written notification from school is considered the correct amount owed to the school.

Tests- shows test scores from Louisiana Department of Education tests such as iLEAP, GEE, etc...