



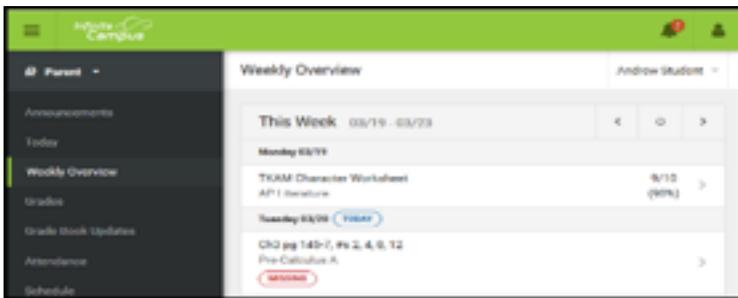
INFINITE CAMPUS CAMPUS PARENT

The Campus Parent Portal is a new version of the Campus Portal designed specifically for parents. It includes enhanced features to make it more useful, including a responsive design optimized for use on mobile devices and tablets.

The new Campus Parent Portal application and the existing Portal work in parallel; parents can switch between as needed.

Using the Campus Parent Portal

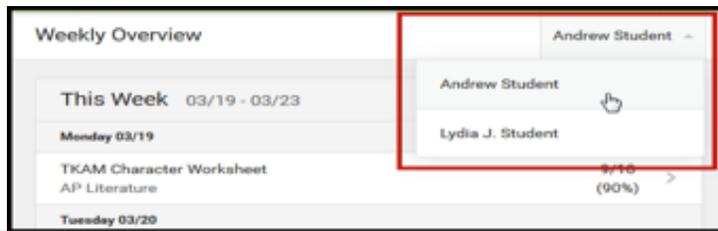
In the Campus Parent Portal, navigate between tools in the menu on the left. On mobile devices, this menu shrinks to a "hamburger" or "three bars" icon to save space.



Click the user icon in the top right to view Notification Settings. To switch to the previous Portal, click the Parent dropdown and select Portal.

If a tool is specific to a single student, such as Grades or Schedule, a

student dropdown list displays in the top right corner. This dropdown list does not display for tools that are not student specific.



Tools Available in Campus Parent Portal

*Announcements-are made by school or district level. Click more to display text for longer announcements

*Today-shows the schedule and assignments for the current day. Click on assignment or course for details

*Weekly Overview-an overview of the assignment for the week.

*Assignments-all of the student's assignments for that day, filter using missing and current term buttons at the top

*Reports-documents such as schedule, missing assignments, etc.

*Notifications-click on notification settings here to establish your notifications.

1

STILL NEED HELP?

You can email ic.support@adair.kyschools.us

2

SEND ENOUGH INFORMATION

Send your name, date of birth, your phone number, student's name, student's date of birth, school student attends and a brief description of your issue.

3

YOU ONLY NEED TO EMAIL ONCE

This is not an automated system, but an actual human. Typical response time to any issue is 24 business hours (M-F). If you have not received a response in 72 business hours, your email was not received, please send again.

Automated Username Reminder and Password Reset Options Available in Campus

All Campus users now have the ability to receive a reminder of their username and/or a link to reset their password via email.

This is available on the log on screen of Campus for portal.

Requirements:

- * Have an existing Campus or Campus Portal account.
- * This feature is not available in the Campus Mobile Portal app. It is only an option in Campus and Campus Portal.
- * Have set up your Account Security email in your Campus Account.

Account Security Email:

Upon your first log on you will be asked to enter an Account Security email.

* Type the email address of where you would like to receive your reminder of username/password reset option

* Enter your **Infinite Campus password** (not your email password).

* Click Save.

NOTE: If you have trouble entering your email and receive an “invalid email” message. Try this:

*In the top email box backspace/delete a few letters on the email and retype them. This seems to resolve any issues and the red on the screen goes away and allows you to save.



INFINITE CAMPUS MOBILE APP

*Must have an existing Campus Portal account

*Must have access to the internet

*Can be downloaded on devices iOS 8+ and Android 2.3+, type in “Adair” and then select your state (Kentucky) from the drop down

*App provides a snapshot of grades/attendance

*Online Registration not available on the app

*Forgot username/password feature is not available on the app

*Trouble shooting app issues:

*hit the refresh button in the upper left hand corner

*log out of the app and back in

Still have questions:

Email

ic.support@adair.kyschools.us

