

Student Progress Center (Parent Portal or "JCAMPUS") Login Instructions

We have found that signing up for the first time is best done on a computer instead of a phone and that you may experience some difficulties if you are not using Google Chrome as your web browser.

Go to www.caddoschools.org

- Move your mouse over the PARENTS tab until the pull down menu appears.
- Select PARENT PORTAL (on the left in gray)

The screenshot shows the Caddo Public Schools website. The navigation bar includes Home, About Us, Superintendent, Schools, Departments, Careers, News, Events, and Contact Us. The main navigation tabs are STUDENTS, PARENTS, STAFF, and COMMUNITY. The PARENTS tab is selected, and a dropdown menu is visible. On the left side of the dropdown menu, there is a vertical list of gray buttons: PARENT PORTAL, PARENT RESOURCE CENTER, FIND YOUR SCHOOL, TRANSPORTATION DEPARTMENT, ATTENDANCE & CENSUS, CHILD NUTRITION PROGRAM, and DISTRICT CALENDAR. On the right side of the dropdown menu, there is a list of links including Parent Portal Instructions, Student Handbook 2015-2016, School Choice 2015-2016, School Supply List, School Uniform Policy, Homework Help Website, Louisiana Safe & Supportive Schools - Parent Survey 2014, Erase Bullying, Records-Transcript-Diploma Request Form, DOE Report Card, Code of Conduct, Registration Form 2014-2015 School Year, Reading For Success, Ustream.TV Live Video, Common Core Parent Portal, 2015-2016 Oil City/Shreve Island Year round Calendar, Forms & Applications, Graduation Dates 2015, Homeless Education, LA Caring Communities Youth Survey, Magnet Schools, District Calendar, Student Accident Insurance Enrollment Information, Medical Information - Nursing Department, DOE Report Card, Bus Stops, Transportation Department, Title I Parental Involvement News, and Caddo Mathematics. Below the dropdown menu, there are three boxes labeled QUICK LINKS, NEWS & ANNOUNCEMENTS, and CALENDAR. The footer of the page shows the URL www.caddoschools.org/parents and the date 7:44 AM 10/6/2015.

For first time users, select REGISTER NEW USER on right. (Existing users will sign in on the left side of the screen.)

The screenshot shows the Student Progress Center login page. The browser address bar displays the URL https://jgrade.caddoschools.org/progress/. The page has a dark gray header with the text "Caddo School District Student Progress Center". Below the header, there are two main sections. The left section contains a "User Name" input field, a password input field with asterisks, a "Login" button, and a link for "Forgot Password?". The right section contains a "Register New User" button, a "Help" button, a "Browse School Courses" button, and a language selection dropdown menu currently set to "English". At the bottom of the page, there is a timestamp "10.02.2015 14:15" and a copyright notice "All pages Copyright © 2015 EDgear LLC." The footer of the page shows the date 7:44 AM 10/6/2015.

The screenshot shows the Windows taskbar at the bottom of the screen. It includes the Start button, several application icons (Internet Explorer, Google Chrome, etc.), and the system tray on the right showing the date and time as 7:44 AM 10/6/2015.

Enter the correct information for the first 4 required fields only. This is asking for the name of the person signing up, ie. Mother, father, or LEGAL guardian. A legal guardian is one for which we have custody papers on file. Step-parents are not necessarily considered legal guardians. Do not fill in any address information. The PSN is usually the last 5 digits of the student's social security number. If your student does not have a social security number or you need help finding this number, please call the counselors' office for assistance.

Register New User

Step 1: Verification

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.

Cancel

Relationship : Required

Last Name : Required

First Name : Required

PSN Number : Required

Street Address :

City :

State : LA

Zip :

Continue

You will then be prompted to create a user name and password. PLEASE WRITE THIS DOWN SOMEWHERE as we will not be able to access this information or reset your password. If you forget your login information, you will need to create another account.

Register New User

Step 2: User Creation

- Please enter a User Name, then enter the Password (twice).
- Select your secret questions and enter your answers.
- Click Complete to access your student's information.

Cancel

User Name : 6 - 20 characters

Password : 6 - 20 characters

Confirm Password :

Secret Question #1 :

Secret Answer #1 :

Secret Question #2 :

Secret Answer #2 :

Complete

Once you have successfully created your account, you can link siblings to this same account, as long as the other sibling is attending a Caddo Parish School.

To do this, click MAKE SELECTION on the top right hand corner, then select LINK STUDENTS.

The screenshot shows a web browser window with the URL <https://jgrade.caddoschools.org/progress/>. The user is logged in as 'Hello RUTH' and has a 'Logout' link. A 'Message From School' section is visible, indicating '1 of 1' message, but it states 'No Messages To Display'. On the right, there are two student profiles for 'C.E. Byrd High School'. Each profile includes a photo, a 'Click to select' button, and a summary of their progress: 'This Term Attendance', 'Next 7 Days Work Due', and 'Unread Notes'.

Student	This Term Attendance	Next 7 Days Work Due	Unread Notes
Student 1	1.0	4	0
Student 2	0.0	1	0

You will be prompted to fill in the other student's information. In the SSN field, just use the last 5 digits.

The screenshot shows the 'Link Student' form. It includes a 'Cancel' button and a 'Submit' button. The form fields are: Last Name, First Name, SSN, and Birthdate (Month, Day, Year). The birthdate is currently set to Oct 6, 2015.

Link Student

This page allows parents/guardians to link students to their Student Progress Center portal. To link a student you must enter exactly the student's last name, first name, SSN, and birthdate then click on the Submit button.

Cancel

Last Name :

First Name :

SSN :

Birthdate : Oct 6 2015

Submit

Once all your students are linked, you can access their information by clicking on their picture on the home page. You will then see several tabs across the top including Grades, Discipline, Attendance, Test, etc.

The Grades tab will show your student's current grade in each class, as well as details about each assignment. The Test tab shows scores from all standardized tests that your student has taken while enrolled in Caddo Parish Schools. You can also check the Transcript which shows any high school credits that your student has earned.

There is a lot of information listed on the student home page, such as clubs, sports, class fees due, assignments due, etc. Please be aware that many of these fields are not accurate.

Any information found on the Student Progress Center is for your convenience. If you have any concerns or disagreements with individual assignments or grades, please email the student's teacher for clarification. The grades reported are not to be considered official.