



Tri-Valley School District
46450 252nd Street
Colton, SD 57018-5712
(605)446-3538

Infinite Campus Parent Portal Quick Reference

The Campus Portal provides a direct communication from the school to the parents and also allows students to access their own information. Parents are only allowed to see the students that are listed in their household. Students will only see their own individual information. Notices that have been entered by school staff appear on the main page of the portal, organized by district notices and school notices.

To access parent portal:

Go to www.Tri-Valley.k12.sd.us

Click on “My Campus” under Parent/Student Links on left hand side of screen.

Sign in with your user name and password. (If your user name or password has been lost or needs to be activated, please contact the Technology Center at Tri-Valley and ask for Laurie Rohlck.)

The following information is available to user of the Portal:

- FAMILY:** The Family area shows the members of the household. Each person in the household is listed with the name, relationship, address and all phone numbers (home, work, cell). If any of this information is incorrect, please contact the Technology Center.
- CALENDAR:** The Calendar area provides a list of all the student’s assignments that are due on a certain day and also shows days where there is an attendance event. The Calendar link underneath the Family will show events for each enrolled student in the household. The Calendar link underneath a particular student will only show information for that student.
- TO DO LIST:** The To Do List area lets you view at a quick glance assignments currently due for your student(s) and any missing assignments, including how many days overdue. The To Do List link underneath a particular student will only show information for that student.
- STUDENT NAME:** The Student Name area displays in the inbox any notices/messages from teachers.
- SCHOOL & YEAR:** The School & Year area displays the same information as CALENDAR, but only for the student it is listed under.
- SCHEDULE:** The Schedule area lists the student’s classes in each period and each term. Users can email the teacher directly by clicking on the envelope icon within each period. Users can also see what assignments have been given and graded by clicking on the

class link within the period. If assignment information is available, an assignment icon will display. The assignment detail will show the grades for the grading tasks, assignment names and scores, total class scores, and any comments the teacher may have entered for the student.

- REGISTRATION:** The Registration option allows a student to select the courses the student would like to take for the next school year. Students can search for classes, view any required courses and print a request summary. Only students are allowed to see this information and during a designated timeframe during the school year.
- ATTENDANCE:** The Attendance area displays data that has been entered by the school. All entries are color coded to indicate an excused, unexcused, unknown or exempt attendance entry. A listing of dates is provided, as well as a term summary of absences and tardies.
- HEALTH:** The Health area displays student vaccination data. This link lists the shots that are mandated for the state and the date of each shot.
- ASSESSMENT:** The Assessment area lists the student's state and national test names and scores.
- TO DO LIST:** This To Do List area displays the same information as under Family, but only for the student it is listed under.
- REPORTS:** The Reports area lists the student's schedule and report cards that have been made available on the portal.
- ACCESS LOG:** The Access Log lists the IP address from which the user accessed the portal, the time it was accessed and if it was a successful login.
- CHANGE ACCOUNT INFO:** Users can also be given the rights to change their account information. The user can only change the password, not the username.
- LOG OFF:** When finished using the portal, click the log off option.