

Nixa Public School Parent Portal



**Instructions for
Apps and Web Browser**

Nixa Public Schools (NPS) Smartphone App



To add the Nixa PS App on your device,

- Download or update it at the following links:
- Apple and Android stores: [Search for Nixa PS](#)
- Once installed, the app will ask if you would like to receive push notifications (this is also a part of your phone's settings). If you would like to, answer "yes"
- Click on the Blue icon with the white PS
- Login as you would through a web browser



DO NOT use this App

PowerSchool App



PowerSchool Mobile

PowerSchool Group LLC

#10 in Education

★★★★☆ 3.0, 174 Ratings

Free

This App does not house a MULTITUDE of tools that are specific to Nixa Public Schools. Such as:

- **Missing Assignments**
- **Report Card**
- **Test Scores**
- **Graduation Progress**
- **Account Access**



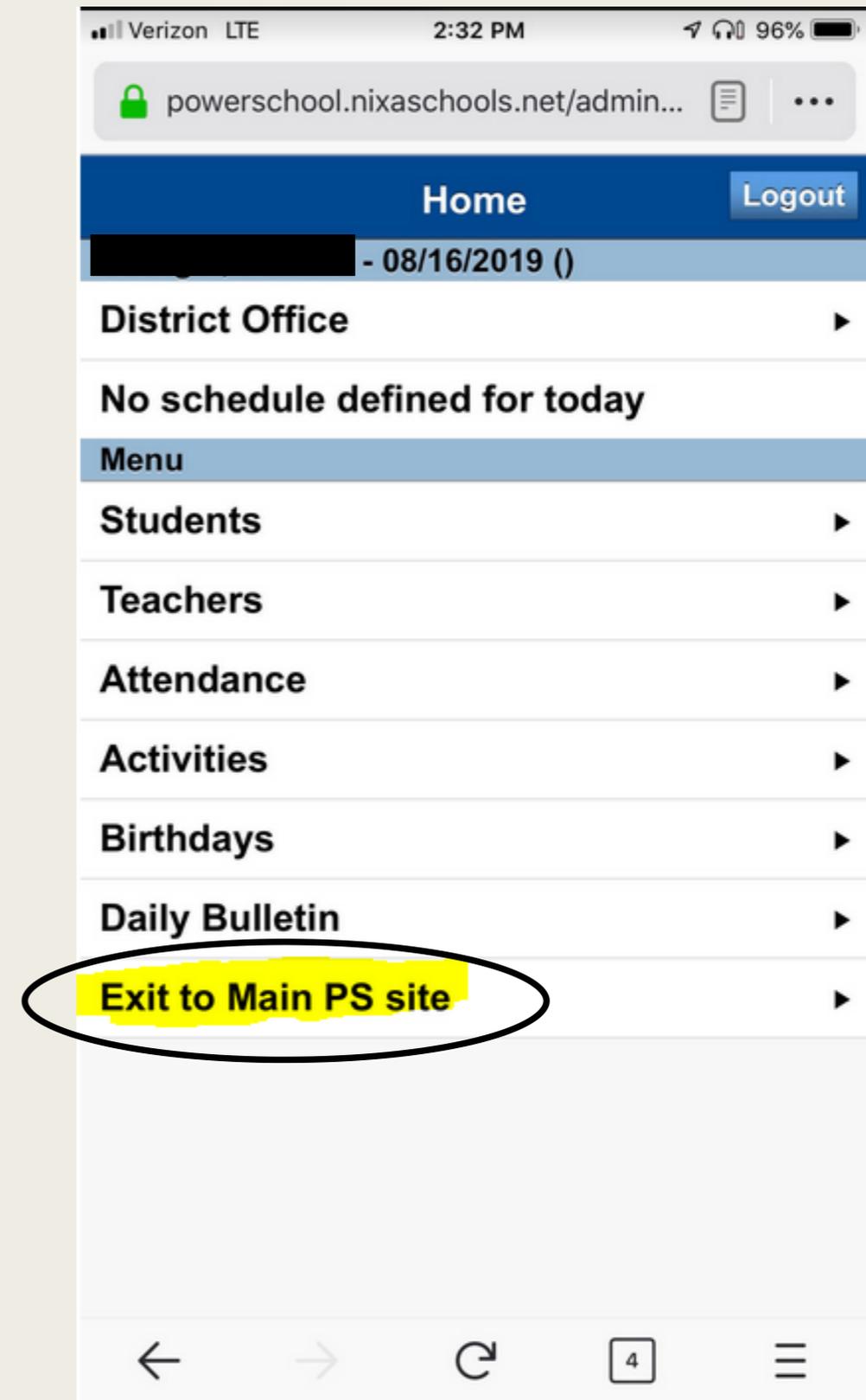
PowerSchool

For your PC/Mac

Web Browser URL:

powerschool.nixaschools.net/public/

If the screen to the right appears once you have logged in to your portal, click on or tap the “Exit to main PS site” link. You should then be in your parent portal.



Creating your Parent Account

Complete the “Parent Account Details” section

Student’s Access ID and Access Password are obtained from your student’s school

Complete the “Link Students to Account” section for all of your 7th – 12th grade students

Create Parent Account

Parent Account Details

First Name

Last Name

Email

Desired Username

Password

Re-enter Password

Password must: •Be at least 6 characters long

Link Students to Account

Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account

1

Student Name

Access ID

Access Password

Relationship

Sign in to your Parent Portal

On the “Sign In” tab

**Enter the Username
and Password you
created in the
previous slide**

**Keep/secure your
new username and
password in a safe
location for future
reference**

PowerSchool

Student and Parent Sign In

Sign In Create Account

Username

Password

[Forgot Username or Password?](#)

Sign In

View of Les' Account (Linked Student #2)

PowerSchool

Brandon **Les**

Navigation

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- School Bulletin
- Release

Grades and Attendance | Standards Grades

Grades and Attendance: Steffes, Les V

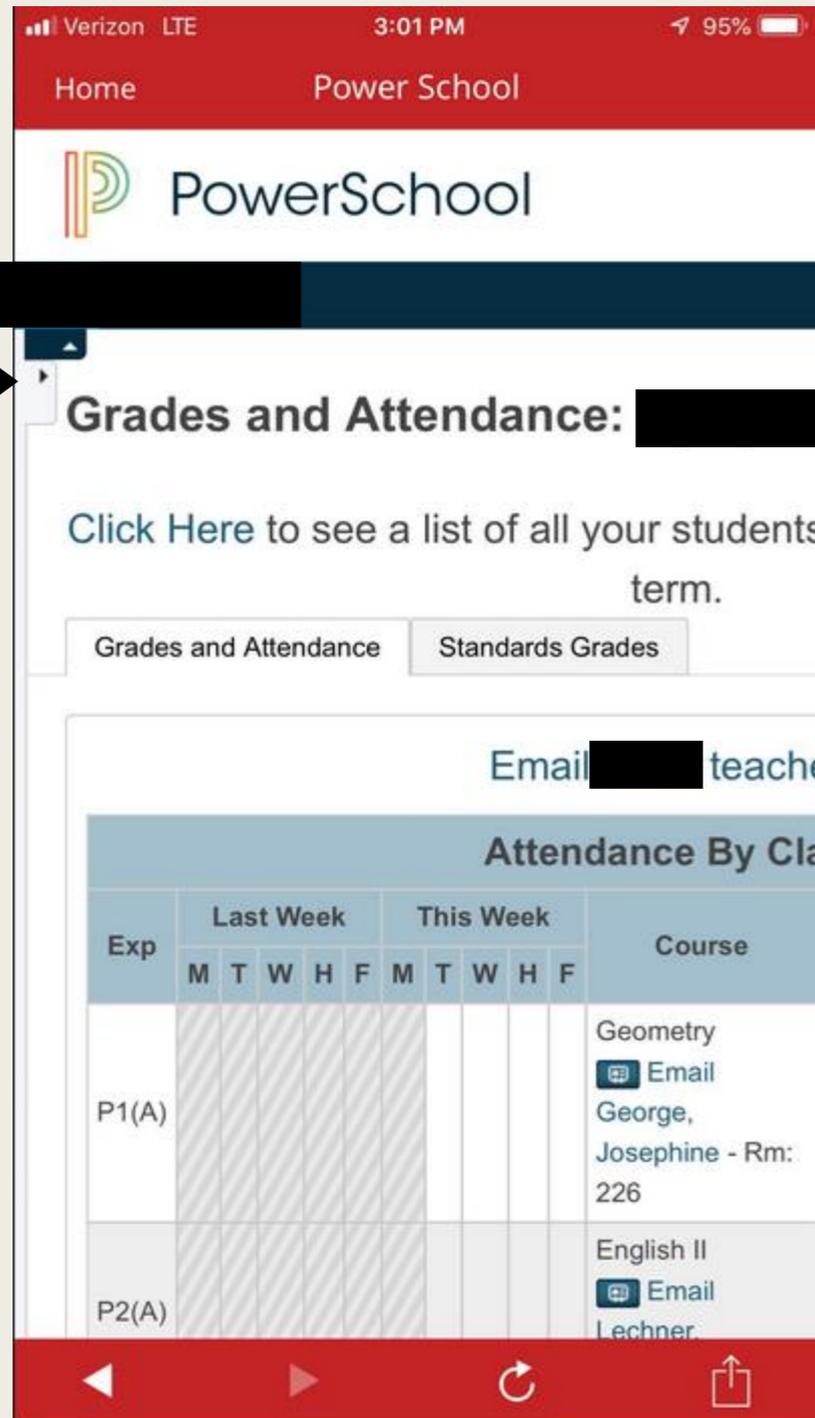
[Email Les' teachers](#)

Exp	Last Week					This Week					Course
	M	T	W	H	F	M	T	W	H	F	
2(A)		U.S. History Higgins, Theodore X
3(A)		Health 9 Swaney, Jim H

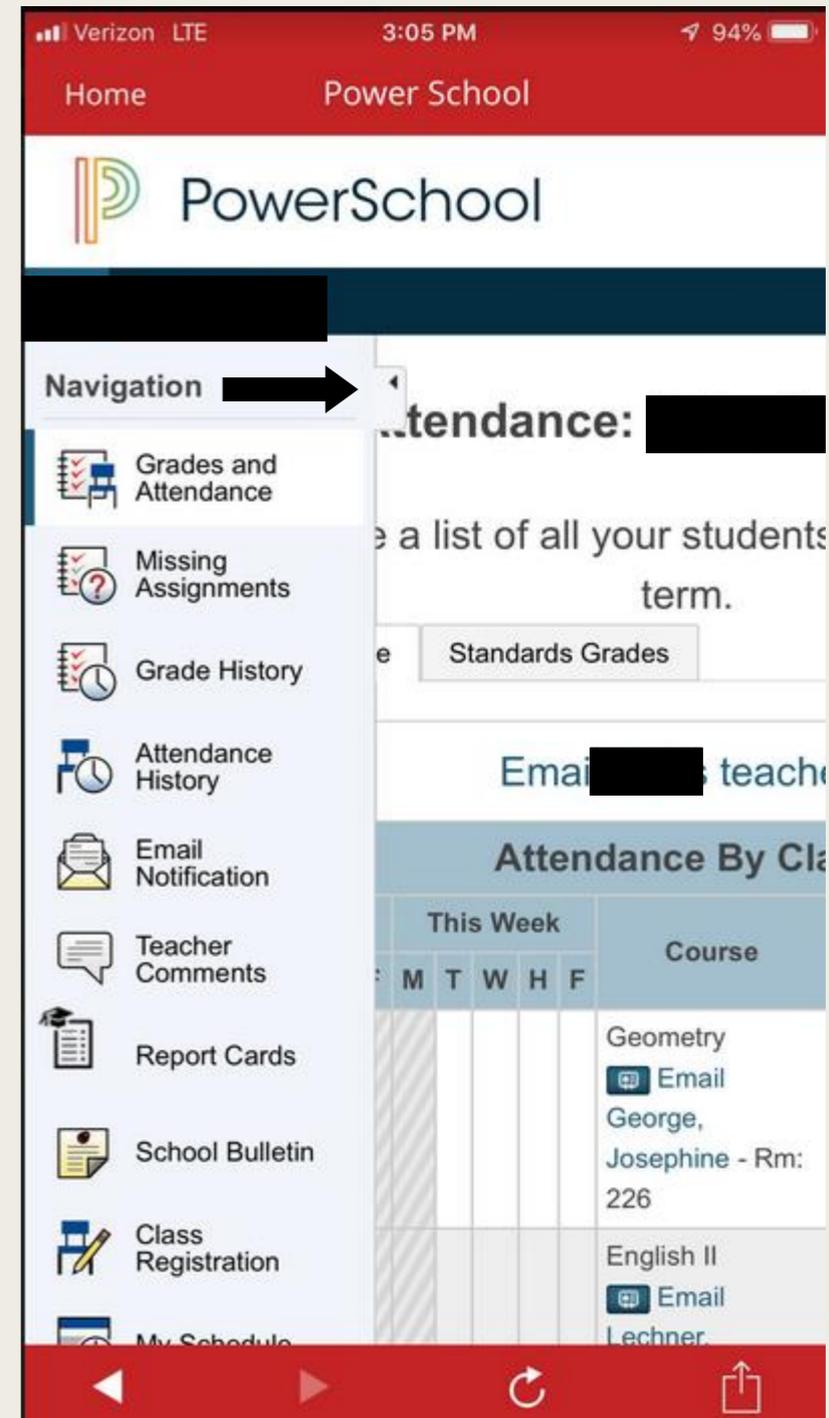
Locating Navigation Pane On Smart Phone

Tap on the small black right directional arrow at

the right to slide the Navigation drawer out for viewing



Drawer is out for viewing



Setting/Changing Account Preferences

- Navigation
- Grades and Attendance
 - Missing Assignments
 - Grade History
 - Attendance History
 - Email Notification
 - Teacher Comments
 - Report Cards
 - School Bulletin
 - Class Registration
 - My Schedule
 - School Information
 - Account Preferences
 - Test Scores
 - Graduation Progress
 - Access Logs

Profile ←

Account Preferences - Profile

If you want to change the name, e-mail address, username or password associated with your Parent account, you may do so below. Please click the corresponding Edit button to make changes to your username, or password.

First Name:	<input type="text" value="Roger"/>
Last Name:	<input type="text" value="Sprik"/>
Email:	<input type="text" value="rsprik@vcschools.org"/>
Select Language	<input type="button" value="Select a Language"/>
Username:	rsprik <input type="button" value="Edit"/>
Current Password:	***** <input type="button" value="Edit"/>

← To change First/Last Name, Email Address, Username and Password

Adding Students to your Account Preferences

- Navigation
- Grades and Attendance
 - Missing Assignments
 - Grade History
 - Attendance History
 - Email Notification
 - Teacher Comments
 - Report Cards
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 - My Schedule
 - School Information
 - Account Preferences
 - Test Scores
 - Graduation Progress
 - Access Logs

Profile Students

Account Preferences - Students

To add a student to your Parent account, click the ADD button.

My Students Add +

Brandon Sam

Les Steffes

Add Student

Student Access Information

Student Name

Access ID

Access Password

Relationship

Cancel OK

Indicate YOUR relationship to the student

Parent Portal Tools

Navigation	
 Grades and Attendance	← Click on class grade or percentage to see assignments
 Missing Assignments	← Shows missing assignments across all classes
 Grade History	← Previous semesters/years grades
 Attendance History	← Attendance across all classes all semester
 Email Notification	← Set when and what email notifications you receive
 Teacher Comments	← See comments by grading period (if provided by teacher)
 Report Cards	← Progress Reports and Report Cards are stored here
 School Bulletin	← Building information by school
 Class Registration	← Courses requested Spring of prior school year
 My Schedule	← Student's current schedule
 School Information	← School's address and phone number
 Account Preferences	
 Test Scores	← Student's scores of MAP/EOC/ACT/SAT Scores may not include previous school year due to timing of results
 Graduation Progress	← High School students ONLY
 Access Logs	← Shows when Student and Parent accessed the portal

Need Assistance?

“Forgot Username or Password?” link works only if you use the email associated with your parent portal.

PowerSchool

Student and Parent Sign In

Sign In Create Account

Username

Password

[Forgot Username or Password?](#)

Sign In

For assistance, contact Pam Stringer
pamstringer@nixaschools.net
417-724-3611

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