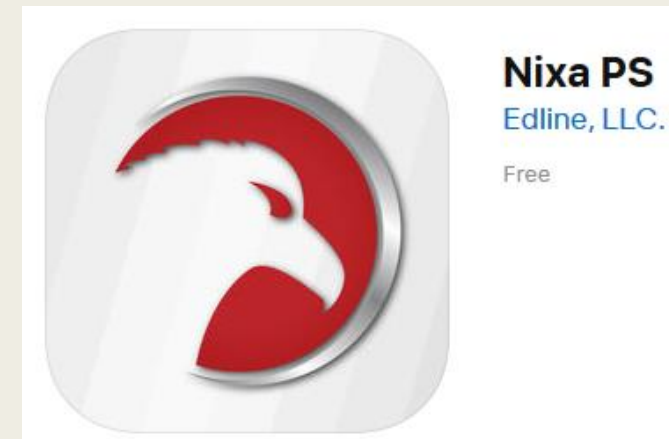# Nixa Public School Parent Portal

Instructions for
Apps and Web Browser

Nixa Public Schools (NPS) Smartphone App

Nixa PS
Edline, LLC.
Free

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**
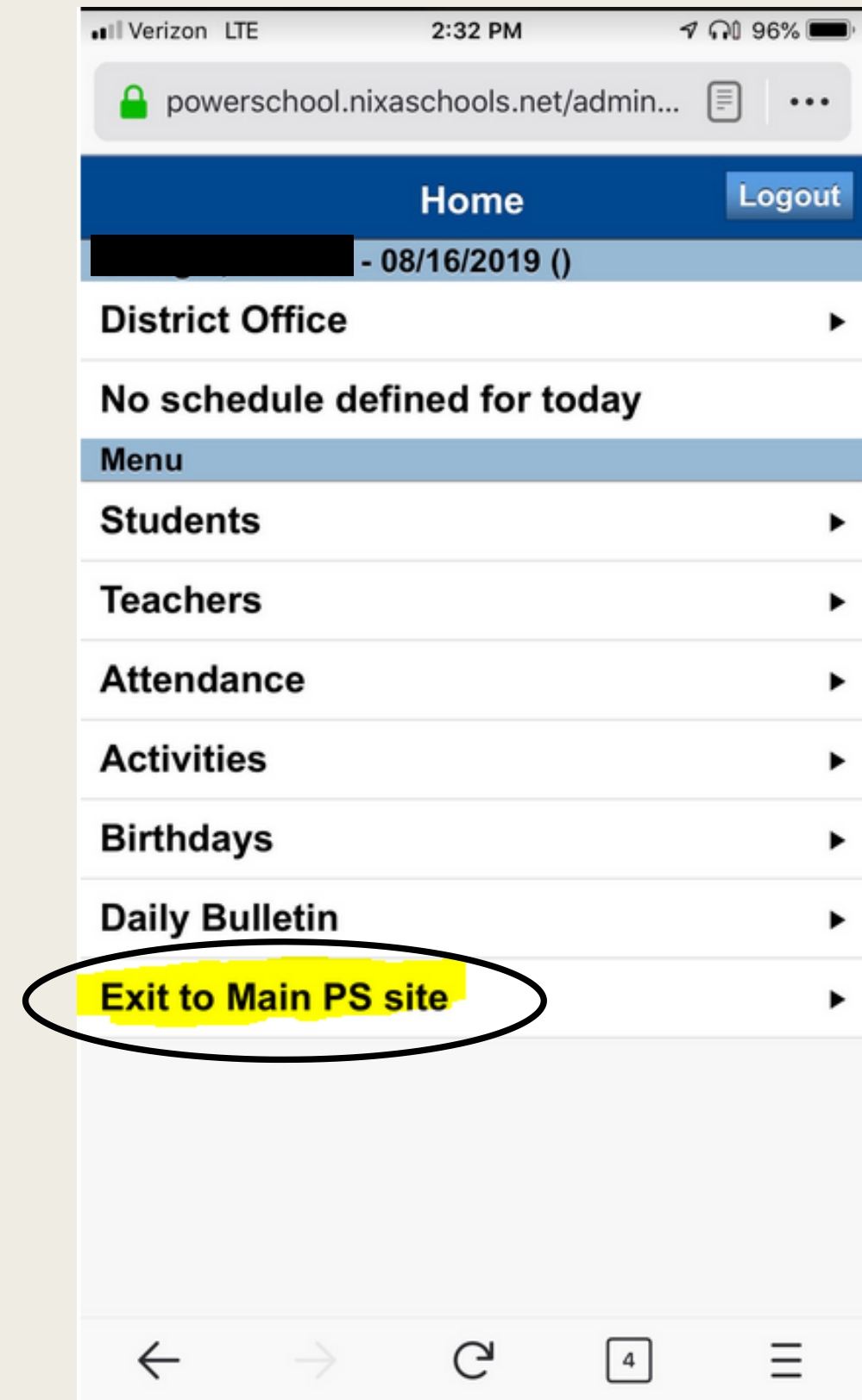- ➢ **Graduation Progress**
- ➢ **Account Access**

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	-- Choose ▼

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

View of Brandon's Account (Linked Student #1)

View of Les' Account (Linked Student #2)

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
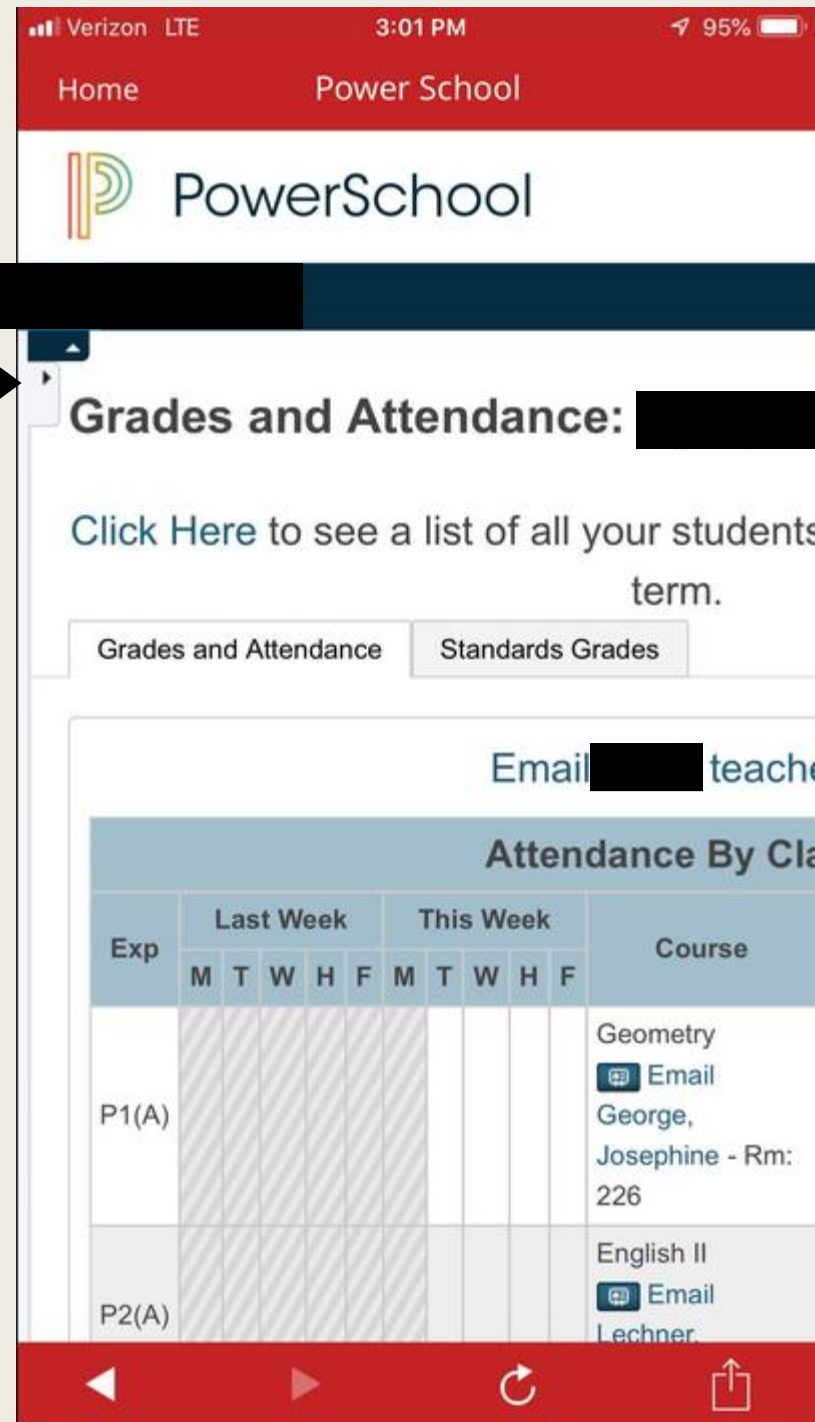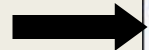
Drawer is out for viewing

Setting/Changing Account Preferences

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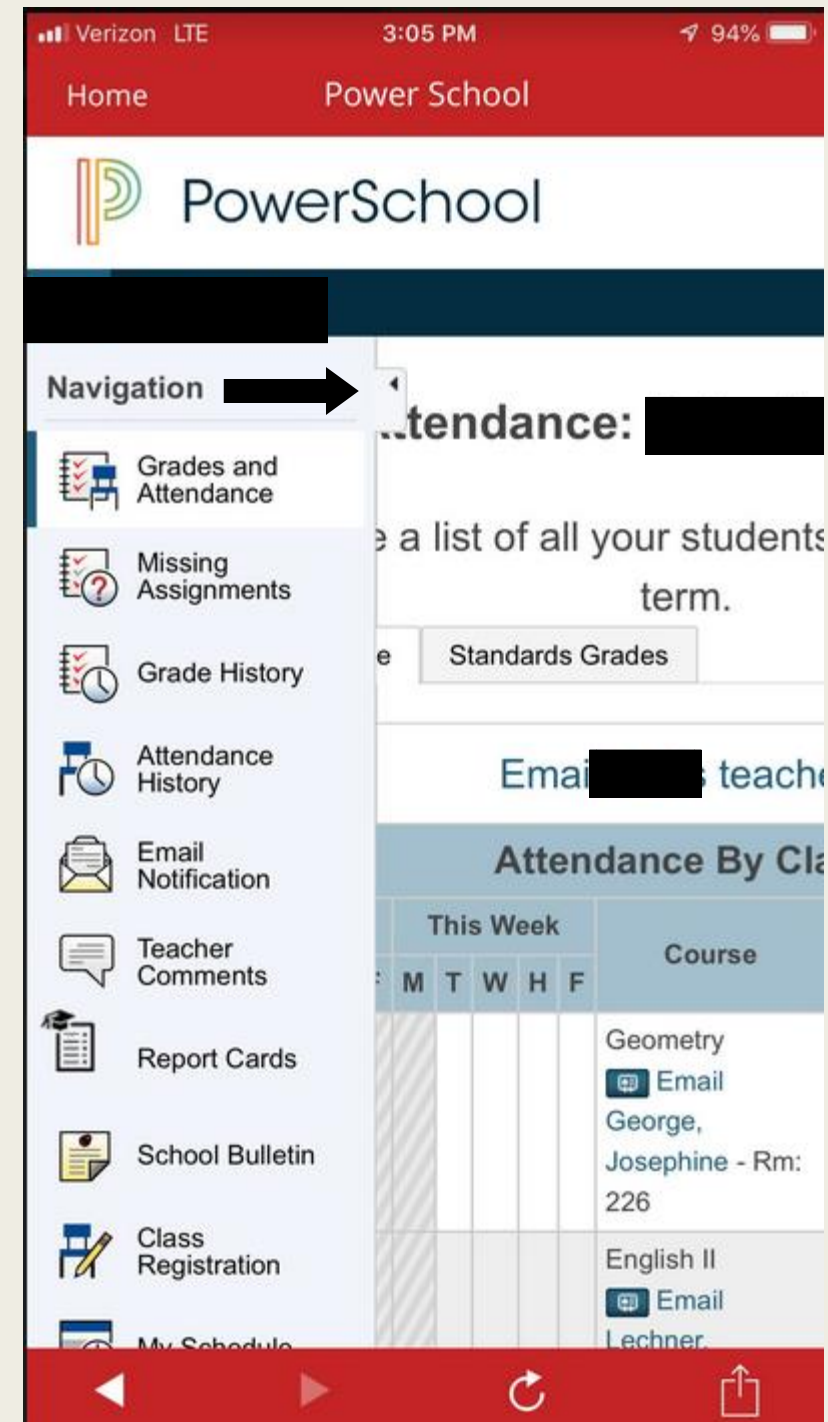
- Grades and Attendance
- Missing Assignments
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- Report Cards
- School Bulletin
- Class Registration
- My Schedule
- School Information
- Account Preferences
- Test Scores
- Graduation Progress
- Access Logs

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:	Roger
Last Name:	Sprik
Email:	rsprik@vcschools.org
Select Language	Select a Language
Username:	rsprik
Current Password:	*****

Cancel   Save

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
- School Bulletin
- Class Registration
- 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	-- Choose ▼

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
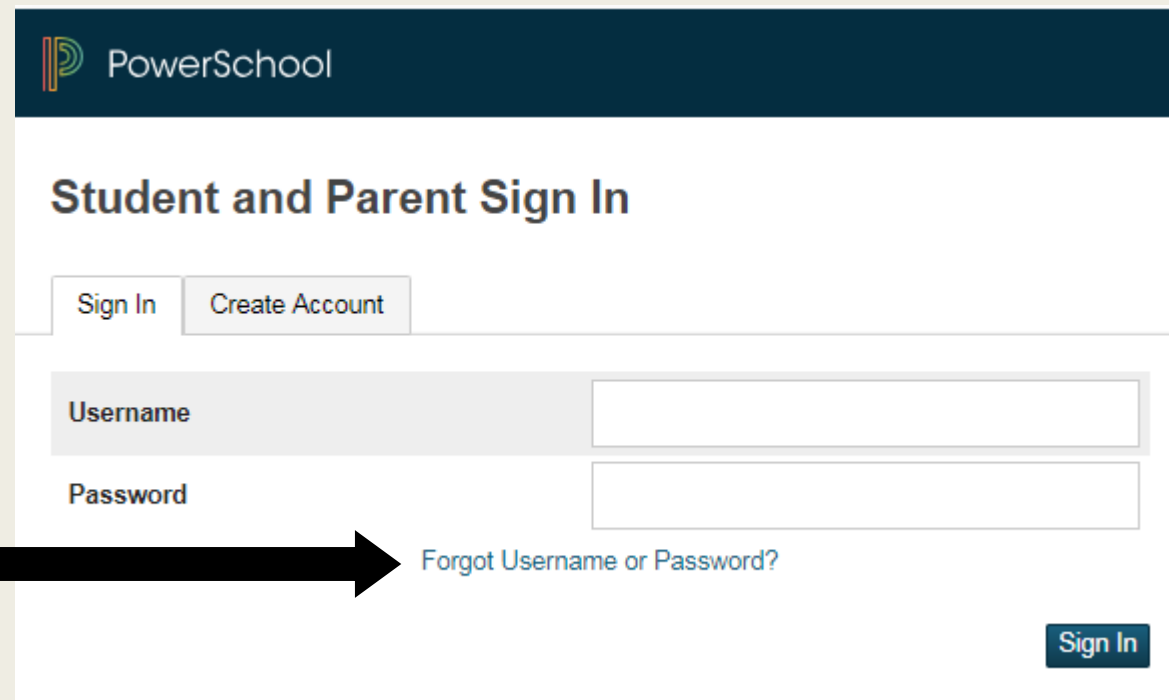- **Attendance History** ← Attendance across all classes all semester
- **Email Notification** ← Set when and what email notifications you receive
- **Teacher Comments** ← See comments by grading period (if provided by teacher)
- **Report Cards** ← Progress Reports and Report Cards are stored here
- **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. →

For assistance, contact Jenni McCarthy

jennimccarthy@nixaschools.net
417-724-6440

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