

# Guide to Your Parent Portal



Parent or Guardian of NBASD Student,

The District uses CSIU as our Student Information System (SIS). This system also provides a Parent Portal that parents can use to view grades, attendance, demographic information, and additional details about their child(ren). The following guide will walk you through the process of registering in the new portal. There is a more comprehensive guide available on the District webpage.

Go to [www.nbasd.org](http://www.nbasd.org)

Under the Family Resources section of the main page you will see a link that says Parent Portal Resources (see arrow). Click on that link.

A screenshot of the New Brighton Area School District website. The browser address bar shows "nbasd.org". The website header features the district logo, a search bar, and the tagline "Where Lions Take Pride in Learning". A navigation menu is visible, with the "Family Resources" dropdown menu open. A blue arrow points to the "Parent Portal Resources" link within this menu. Below the navigation menu, there are two large images: one of a school building at night and one of a football field at night. The text "WELCOME TO THE NEW BRIGHTON AREA SCHOOL DISTRICT" is displayed below the school building image. To the right, there is a "QUICKLINKS" section with a link to "ATHLETICS".

This will take you to the Parent Portal page. You will see a link for the CSIU Parent Portal. (see arrow). Click on that link.

[CSIU Parent Portal](#)  
[Parent Portal Help Guide](#)

This will take you to the Parent Portal Login. (see arrow). Click on that link.

**Login** Go to <https://parents.csiu-technology.org/>

Click on "[Online Registration](#)" (see arrow).



All Fields with a red star (\*) are required fields. Enter your information and click on Create Account Information. (see arrow).

Personal Information	Student Information
<b>Welcome to Parent Portal Registration!</b> <b>STEP 1: Please enter your parent portal logon information below.</b>	
* School District	<input type="text"/>
	(Start typing your school district then select your district in the list)
* Username	<input type="text"/>
	(Your ID is what you will use to login to the portal. You can change at any time from within the portal.)
* Email Address	<input type="text"/>
	(Your email address can be updated at anytime from within the portal. If you forget your password the account reset information will be sent to this account)
* Confirm Email Address	<input type="text"/>
* Password	<input type="password"/>
	(Should be a minimum of 6 characters with at least 1 number)
* Confirm Password	<input type="password"/>
* Authentication Question	<-- Select -->
* Authentication Answer	<input type="text"/>
<div style="text-align: right;"><a href="#">Create Account Information &gt;&gt;</a></div>	

Enter required information and click on Create Personal Information. (see arrow)

Account Information      Personal Information      Student Information

STEP 3: Please also make sure you provide at least one of your student(s) on file to verify your identity.

My Student(s) Your student(s) will show below after you have added.

ID Number	First Name	Last Name	Grade	School

Add Student

\* ID Number:    \* First Name:    \* Last Name:

\* School:    \* Grade:

Enter needed information, including your student’s ID number. You only need to enter **one** of your children to verify your identity and then click on Finish Registration. (see arrow).

### Registration

Your registration request has been processed successfully...

Registration has been completed successfully. You will receive an email once your school district has approved your account request. Once you have activated your account, you will be able to log on to the eSchoolData Parent Portal.

eSD® is a registered trademark of eSchoolData, LLC - Copyright © 2001-2014 eSchoolData, LLC - Web6 Test

Your e-mail will contain a link to activate your account. Follow the directions in the email and then you will be able to log into the parent portal. **IF YOU DO NOT RECEIVE THE ACTIVATION EMAIL PLEASE CHECK YOUR SPAM FOLDER.** You can access via the district main page as listed in the directions in this guide or by using the following link:

Go to <https://parents.csiu-technology.org/>

Enter your Username and Password and click “Login”



If you lost or forgot your password you can select the forgot password link on the main portal login screen (see arrow).



# Basic Navigation

Navigating the features of the Parent Portal is accomplished by clicking on various areas of the screen.

The screenshot displays the Parent Portal interface with four numbered callouts:

- 1**: Points to the "Recent Activities" section, which lists various actions like "Logged On/Off" and "View Students List" with their respective dates and times.
- 2**: Points to the "Document" section, which lists files such as "Internet Usage Permis...", "Parent User Guide", "School Calendar", and "Lunch Menu - March" with their descriptions and associated schools.
- 3**: Points to the "Announcement" section, which has a table with columns for "Title" and "School".
- 4**: Points to the "My Students" section, which displays a table of student information including ID, First Name, Middle Name, Last Name, Lunch Balance, Grade, and School.

ID	First Name	Middle Name	Last Name	Lunch Balance	Grade	School
10588	Arlis		Abramson Jr.	\$100.00 (As of 03/06/2014)	12	Demo High School
14026	April		Abramson	\$0.00	8	Demo Middle School
123456791	Billy		Abramson III	\$300.00 (As of 03/06/2014)	2	Demo Elem School
998547	Joan		Abramson	\$0.00	12	Demo High School

File Name	Description	District/School
<a href="#">Internet Usage Permis...</a>	Usage Form must be signed and returned to the school each year before inter...	Demo High School
<a href="#">Parent User Guide</a>	Parent User Guide	Demo High School
<a href="#">School Calendar</a>	Academic Calendar for 12-13	District
<a href="#">Lunch Menu - March</a>	Demo Elementary Lunch Menu for March	Demo Elem School

Title	School
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Activity	Date Time
Logged On/Off	12-04-2013 3:20PM
View Students List	11-05-2013 1:37PM
View Arlis Abramson's Profile	11-05-2013 1:37PM
View Students List	05-15-2014 11:54AM
Logged On/Off	05-15-2014 11:54AM
View Students List	05-15-2014 11:45AM
Logged On/Off	05-15-2014 11:45AM
Logged On/Off	04-01-2014 2:21PM
View Students List	03-27-2014 11:38AM
Logged On/Off	03-27-2014 11:38AM
View Students List	03-27-2014 11:37AM
Logged On/Off	03-27-2014 11:37AM
View Arlis Abramson's Profile	03-04-2014 1:52PM
View Students List	03-04-2014 1:51PM
Logged On/Off	03-04-2014 1:51PM

1. Displays the recent activity on your parent portal.
2. Displays listing of files uploaded by the district.  
-If you see a file listed, click on it and you can either save it or open it.
3. Displays announcements from the district.  
-If you see an announcement listed, scroll your mouse over it to see the message.
4. List of your children.  
-Click on one of your listed children to see information about that child.

# Student Profile

Home Profile Attendance Schedule Discipline Immunization Transcript Report Card Buses Course Request Gradebook Progress Report Assessments Fees

Ayden's Profile

School Photo will appear here.

First Name: Ayden  
Middle Name:  
Last Name: Bellovary  
Grade: 12  
Location:  
Counselor: Cindy Fow


District/School's Event(s) and/or Assignment(s)

District Level Events  School Level Events  Ayden's Assignments

April 27 - May 31, 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Apr 27, 2014	Day:A	Day:B	Day:A Chapter 20	Day:B Chapter 20	Day:A Unit 20 Test	
4	Day:B	Day:A Chapter 21	Day:B	Day:A	Day:B Homework 3	
11	Day:A	Day:B	Day:A	Today 2:46 pm Day:B Unit 21 Test	Day:A	
18	Day:B	Day:A	Day:B	Day:A	Day:B	
25	Memorial Day	Day:A	Day:B	Day:A	Day:B	

Demo High School



Ayden's Messages

Title	Course
New Message	

Page 0 of 0 No messages to display

A series of tabs appear in the upper section of the screen. Use these tabs to view information about your student.

The student calendar display district and school level events, and student's class assignments. To change the amount of information displayed by **checking** or **unchecking** the **Event boxes**. The following screenshots will display District Level Events only, School Level Events only, and Student Assignments only.

District/School's Event(s) and/or Assignment(s)

District Level Events  School Level Events  Lauren's Assignments

January 26 - March 1, 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Jan 26, 2014	27	28	29	30	31	Feb 1
	2	3	Today 12:44 pm	6	7	8
9	10	11	12	13	14	15
16	President's D... Winter Recess	18	19	20	21	22
23	24	25	26	27	28	Mar 1

District/School's Event(s) and/or Assignment(s)

District Level Events  School Level Events  Lauren's Assignments

January 26 - March 1, 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Jan 26, 2014	27	28	29	30	31	Feb 1
	Day:2	Day:3	Day:4	Day:5	Day:6	
	Q3 Progress Report Q3 Report Card					
2	3	4	Today 12:45 pm	6	7	8
Q3 Progress Report Q3 Report Card						
	Day:7	Day:8	Day:9	Day:0	Day:1	
9	10	11	12	13	14	15
Q3 Progress Report Q3 Report Card						
	Day:2	Day:3	Day:4	Day:5	Day:6	
16	17	18	19	20	21	22
Q3 Progress Report Q3 Report Card Winter Recess						
23	24	25	26	27	28	Mar 1
Q3 Progress Report Q3 Report Card						
	Day:7	Day:8	Day:9	Day:0	Day:1	

District/School's Event(s) and/or Assignment(s)

District Level Events  School Level Events  Arlis's Assignments

April 27 - May 31, 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
18 Apr 27, 2014	28 Quiz 1	29	30 Chapter 20	May 1 Chapter 20	Today 1:48 pm Unit 20 Test Test 1	3
19 4	5	6 Chapter 21	7 Homework 2	8	9 Homework 3	10
20 11	12	13	14	15	16	17
21 18	19	20	21	22	23	24
22 25	26	27	28	29	30	31

Clicking on an **Assignment** will open the Assignment Details window.

April 27 - May 31, 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
18 Apr 27, 2014	28 Day:A Quiz 1	29 Day:B	30 Day:A Chapter 20	May 1 Day:B Chapter 20	2 Day:A Unit 20 Test Test 1	3
19 4	5 Day:B	6 Day:A Chapter 21	7 Day:B Homework 2	8 Day:A	9 Day:B Homework 3	10
20 11	12 Day:A	13	14	15	16 Today 9:12 am Day:A	17
21 18	19 Day:B	20	21	22	23 Day:B	24
22 25 Memorial D Memorial Hol	26	27	28	29	30 Day:B	31

**Assignment Detail**

Class: Geometry (1014)

Category: Tests

Assignment: Unit 20 Test

Due Date: Friday, May 02, 2014

Grade: 90/100

Description: Click on the following web address to review for the unit test.  
<http://www.csuu.org>

**NOTE:** For more information about a specific assignment, open the **GRADEBOOK** tab.

Select the **class/teacher** to which the new conversation is related and enter a **Title** for the conversation. Check **Display on parent portal** to have the conversation display in your parent's account on the Parent Portal in addition to the selected class teacher's conversations list. Enter the message and when finished, click **Submit**.

Teacher: M. Bosco - Geometry (1014) Section: 3 Period: 1

Homework Question - Chapter 22

Display on parent portal

Arial **B** *I* U **A** **A** **A** **ab**

Will the homework assignment for chapter 22 be similar to 21? I may be out of school that day because of a field trip in another class, so I thought I could get this turned in early.]

**Submit** **Close**

## Attendance

Click the attendance tab to view your child’s attendance. Attendance will display based on settings established by the district. Click the Print icon to print attendance information.

Profile **Attendance** Schedule Discipline Immunization Transcript Report Card Buses Course Request Gradebook Progress Report Assessments Fees Standards Based Report

Student Information  
 First Name: **Lauren** Middle Name: **Killian** Last Name: **Bankston**  
 ID Number: **1211294** Grade: **9** Gender: **Female**


Student Attendance

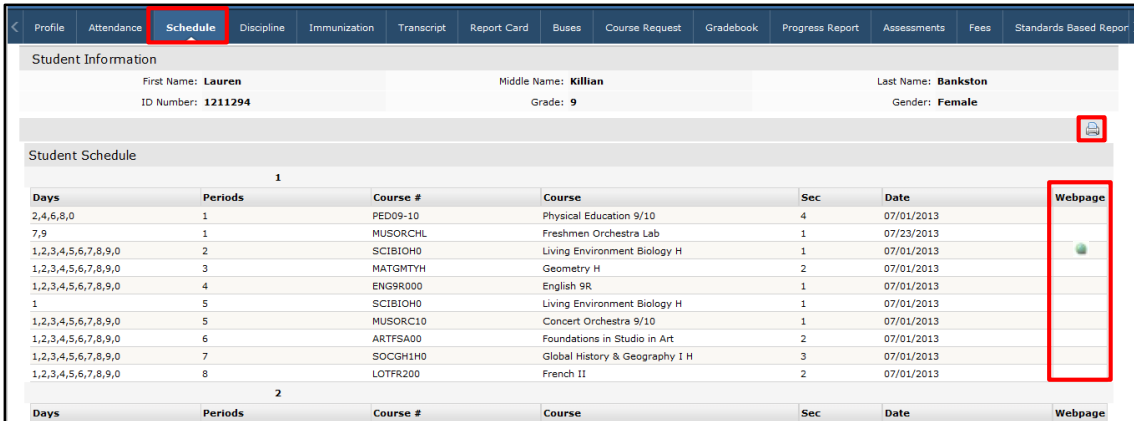
Day	Attendance									AE	AU	TE	TU
	1-1	2-2	3-3	4-4	5-5	6-6	7-7	8-8	D				
11/06/2013	AU (UNEX)	AU (UNEX)	AU (UNEX)	AU (UNEX)	AU (UNEX)	AU (UNEX)	AU (UNEX)	P	TU (UNEX)	0	7	0	0
11/08/2013	AE (MEDE)	P	P	P	P	P	P	P	P	1	0	0	0
<b>Grand Total</b>										<b>1</b>	<b>7</b>	<b>0</b>	<b>0</b>
Periods Total	1-1	2-2	3-3	4-4	5-5	6-6	7-7	8-8	D				
AE	1	0	0	0	0	0	0	0	0				
AU	1	1	1	1	1	1	1	1	0				
TE	0	0	0	0	0	0	0	0	0				
TU	0	0	0	0	0	0	0	0	0				


\* = Unknown, A = Absent, E = Excused, P = Present, T = Tardy, U = Unexcused, N.A = No Attendance  
 Red = Absent, Yellow = Tardy, Green = Present, Blue = N.A (No Attendance)



## Schedule

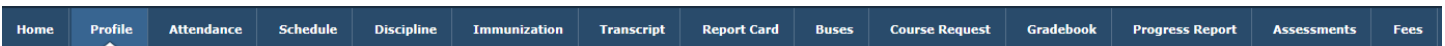
Click the **SCHEDULE TAB** to view your child's schedule. Click the Print icon  to print the schedule. The webpage functionality gives you a one click link to the teacher's webpage.



Days	Periods	Course #	Course	Sec	Date	Webpage
2,4,6,8,0	1	PED09-10	Physical Education 9/10	4	07/01/2013	
7,9	1	MUSORCHL	Freshmen Orchestra Lab	1	07/23/2013	
1,2,3,4,5,6,7,8,9,0	2	SCIBIOH0	Living Environment Biology H	1	07/01/2013	
1,2,3,4,5,6,7,8,9,0	3	MATGMTYH	Geometry H	2	07/01/2013	
1,2,3,4,5,6,7,8,9,0	4	ENG9R000	English 9R	1	07/01/2013	
1	5	SCIBIOH0	Living Environment Biology H	1	07/01/2013	
1,2,3,4,5,6,7,8,9,0	5	MUSORC10	Concert Orchestra 9/10	1	07/01/2013	
1,2,3,4,5,6,7,8,9,0	6	ARTFSA00	Foundations in Studio in Art	2	07/01/2013	
1,2,3,4,5,6,7,8,9,0	7	SOCGH1H0	Global History & Geography I H	3	07/01/2013	
1,2,3,4,5,6,7,8,9,0	8	LOTRR200	French II	2	07/01/2013	

## High School and Middle School.....

Schools may have different options based on grade level.



Home Profile Attendance **Schedule** Discipline Immunization Transcript Report Card Buses Course Request Gradebook Progress Report Assessments Fees

**Home:** At any time, you can return to the main page by clicking on the Home tab.

**Profile:** This tab shows general information for each of your children.

**Schedule:** Your child's schedule (by semester).

**Discipline:** Any documentation relating to a discipline issue.

**Immunization:** A listing of all immunizations.

**Transcript:** (High School Only) A transcript of your child's grades.

**Report Card:** A view of your child's most recent report card.

**Buses:** A view of your child's bus information

**Course Request:** A listing of requested and/or approved course requests.

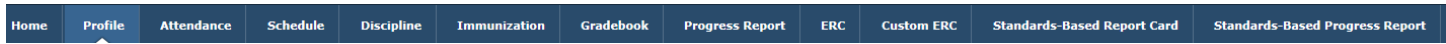
**Gradebook:** Specific information about your child's grades by course. Click on the specific class and assignments for details.

**Progress Report:** A view of your child's most recent progress report.

**Assessments:** A view of your child's assessments (PSSA, Keystone, ACT, SAT...)

**Fees:** Information about student fees

# Elementary Schools.....



**Home:** At any time, you can return to the main page by clicking on the Home tab.

**Profile:** This tab shows general information for each of your children.

**Schedule:** Your child’s schedule (by semester).

**Discipline:** Any documentation relating to a discipline issue.

**Immunization:** A listing of all immunizations.

**Gradebook:** Specific information about your child’s grades by course. Click on the specific class and assignments for details.

**Progress Report:** A view of your child’s most recent progress report.

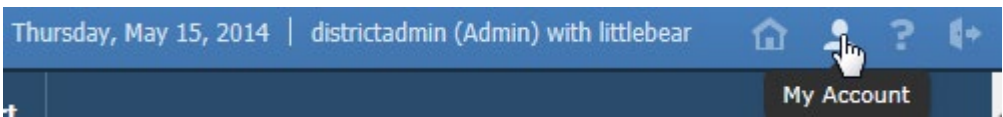
**ERC:** Will display your child’s elementary report card.

**Custom ERC:** Will display your child’s customized elementary report card.

**SBRC:** Will display your child’s standards based report card.

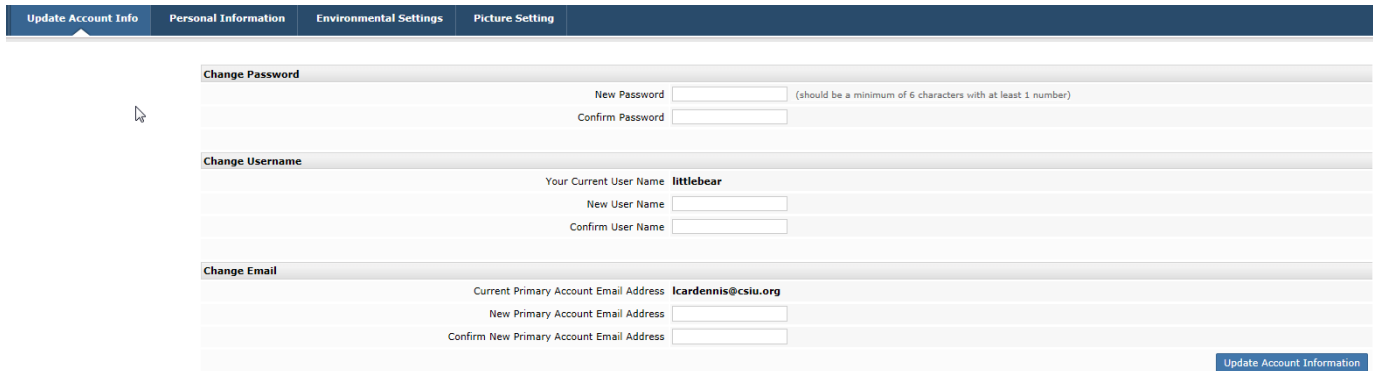
**SBRC Progress Report:** Will display your child’s standards based progress report.

## My Account



In the upper right corner of the screen is a section named My Account.

Update Account Info: Allows you to change account information - password, username, and e-mail address.



The form is titled 'Update Account Info' and is divided into three sections:

- Change Password:** Includes fields for 'New Password' (with a note: 'should be a minimum of 6 characters with at least 1 number') and 'Confirm Password'.
- Change Username:** Shows 'Your Current User Name' as 'littlebear' and includes fields for 'New User Name' and 'Confirm User Name'.
- Change Email:** Shows 'Current Primary Account Email Address' as 'lcardennis@csiu.org' and includes fields for 'New Primary Account Email Address' and 'Confirm New Primary Account Email Address'.

An 'Update Account Information' button is located at the bottom right of the form.

Personal Information: Allows you to update personal information (if enabled).

Home | Update Account Info | **Personal Information** | Environmental Settings | Picture Setting

The information listed below reflects what is currently stored in the district's student management system. To add or update your personal information, please enter your changes below and click "Update Personal Info".

[Update Personal Info](#)

**Basic Information**

Salutation: Mr.

\* First Name: Littlebear  \* Last Name: Abramson

\* Gender:  Female  Male Education Level: --Select--

Mailing Address: 010 Long Lane Box 500 Buck Run, PA 17901

**Phone Information**

[Add Phone](#)

Delete	Phone No	Phone Ext	Phone Type	Unlisted	Phone Priority
<input checked="" type="checkbox"/>	570-523-1169		Home Phone	<input checked="" type="checkbox"/>	1
<input checked="" type="checkbox"/>	570-506-1654		Cell Phone	<input checked="" type="checkbox"/>	2
<input checked="" type="checkbox"/>	570-538-1729		Work Phone	<input checked="" type="checkbox"/>	3

**Email Information**

[Add Email](#)

Delete	Email Address	Email Type
<input checked="" type="checkbox"/>	littlebearABR@gmail.com	HOME

[Update Personal Info](#)

Environmental Settings: You can elect **not** to receive paper copies of documents.

**Environmental Settings** | Picture Setting

**Environmental Settings**

Select this option if you want to receive copies via US Postal Service.      Select this option if you do not want to receive copies via US Postal Service.

**Arlis Abramson Jr. ( 10588 )**

Progress Reports  US Mail and Online  Online

**April Abramson ( 14026 )**

Report Cards  US Mail and Online  Online

Progress Reports  US Mail and Online  Online

ERC  US Mail and Online  Online

Transcript  US Mail and Online  Online

**Billy Abramson III ( 123456791 )**

Report Cards  US Mail and Online  Online

Progress Reports  US Mail and Online  Online

ERC  US Mail and Online  Online

Transcript  US Mail and Online  Online

**Joan Abramson ( 998547 )**

Progress Reports  US Mail and Online  Online

[Update Settings](#)

You also have the ability to view the calendar by Day, or Week, as shown below.

**District/School's Event(s) and/or Assignment(s)**

District Level Events  School Level Events  Arlis's Assignments

May 2, 2014

Day Week Month

Friday, May 2, 2014 — Today

12am	Unit 20 Test	Test 1
1am		
2am		
3am		
4am		
5am		
6am		
7am		
8am		
9am		
10am		

**District/School's Event(s) and/or Assignment(s)**

District Level Events  School Level Events  Arlis's Assignments

April 27 - May 3, 2014

Day Week Month

Apr 27, 2014	Mon 28	Tue 29	Wed 30	May 1	Today 1:52 pm	Sat 3
	Quiz 1		Chapter 20	Chapter 20	Unit Test 1	
12am						
1am						
2am						
3am						
4am						
5am						
6am						
7am						
8am						
9am						
10am						


## Messages

The message function, which allows communication with teachers. If parents have messaged teachers, it will appear on this Message inbox. Click **New Message** to start a conversation.

CWU Student Portal
Friday, May 02, 2014 | districtadmin (Admin) with 10588

[Profile](#) [Attendance](#) [Schedule](#) [Immunization](#) [Transcript](#) [Report Card](#) [Buses](#) [Course Request](#) [Gradebook](#) [Progress Report](#) [Assessments](#) [Fees](#)

**Arlis's Profile**



First Name: **Arlis**

Middle Name:

Last Name: **Abramson Jr.**

Grade: **12**

Location:

Counselor: **Cindy Fow**

**Announcement(s)**

Title	School
1 <a href="#">Snow Days</a>	District
2 <a href="#">Prom Promise</a>	Demo High School
3 <a href="#">Final Marking Period B...</a>	Demo High School

**District/School's Event(s) and/or Assignment(s)**


District Level Events  School Level Events  Arlis's Assignments

April 27 - May 31, 2014

Day Week Month

Sun	Mon	Tue	Wed	Thu	Fri	Sat
18 Apr 27, 2014	Day:A Quiz 1	Day:B	Day:A Chapter 20	Day:B Chapter 20	May 1 Day:A Unit 20 Test Test 1	3
19	Day:B	Day:A Chapter 21	Day:B Homework 2	Day:A	Day:B Homework 3	10
20	Day:A	Day:B	Day:A	Day:B	Day:A	17
21	Day:B	Day:A	Day:B	Day:A	Day:B	24

**Demo High School**



Eagle Valley High School

**Arlis's Messages**

Title	Course
2 Test 2	Geometry (1014)
3 test	Geometry (1014)
4 test	Geometry (1014)
5 Quiz	Geometry (1014)
6 Quiz	Geometry (1014)
7 Field Trip	Geometry (1014)
8 Field Trip	Geometry (1014)
9 Test	Geometry (1014)
10 Test	Geometry (1014)

Page 1 of 1

## Miscellaneous

**Help:** There is a button in the upper right corner of the screen that, when selected, will display a number of Frequently Asked Questions.

**Printing:** There are buttons throughout the program that allows you to print a particular page.

If you need support to access your account please send an email to Mr. Eric Guthrie at [eguthrie@nbasd.org](mailto:eguthrie@nbasd.org) Please refer to the parent guide and FAQ section (see arrow) on the portal login screen prior to sending the email.



## Logging off the program

When you are finished, please log out of the program by selecting the “Log off” button in the upper right corner of any screen.

# Parent Portal Use

Parent Portal is parent/guardian access to a variety of student-related information. It has been designed to be used as another form of communication with teachers and administrators to help support your child(ren)'s education.

As a condition of using the Parent Portal, I, as a legal parent or guardian, have read and understand the following:

1. Username and passwords are to be kept confidential. Do not give your password to your child(ren).
2. If you notice an error with any of your child's information or with the system, please contact your district administrators.
3. If you notice a mistake with any of your child(ren)'s grades, please e-mail his/her teacher directly.
4. Concerns about grades and assignments should be addressed to your child's teacher.
5. New Brighton School District does not provide technical support for your home or work computer system.
6. Even though you will be able to check grades 24 hours a day / 7 days a week, teachers generally will post grades within one week.
7. The school district is providing access as a privilege, and if abused, access may be revoked at any time.
8. New Brighton School District and its directors, employees and agents are not responsible for any claims and/or damages arising from my use or inability to use the system.