## **NetClassroom-Online Parent Access**

Fairfield Prep is offering students and parents access to its open gradebook through the online tool, NetClassroom. In addition to accessing daily grades and schedules, report cards will be posted at the end of each quarter.

If there are questions about your son's grades, contact the teacher by email or leave a message by calling 203.254.4200 ext. 2235. Teacher's email addresses are in the format of First Initial Last Name@fairfieldprep.org (e.g. mbohan@fairfieldprep.org).

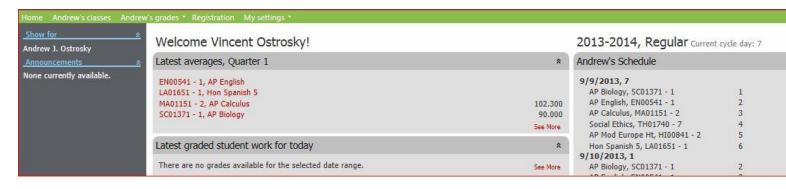
## **Logging Into NetClassroom**

Log into Prep Connect using the link: <a href="https://fairfieldprep.myschoolapp.com">https://fairfieldprep.myschoolapp.com</a>

Click Netclassroom icon.



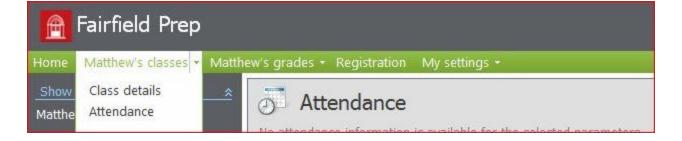
You will see a Welcome message on the Home Page similar to:



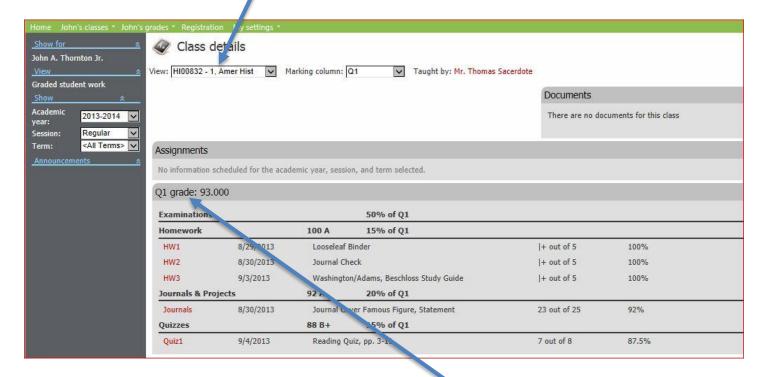
- Located right below the Welcome message you can click on View and Averages to see your son's current average in each of his classes.
- To edit your NetClassroom Password, select **My Settings** from the green Home Menu. Your Password can be a maximum of 20 characters and is not case-sensitive.
- Please keep your NetClassroom User ID and Password as they are used throughout the school year.
- If you have more than one son enrolled at Prep, you can click on the **Show For:** down arrow on the left side of the screen to view another son's information.

## Grades

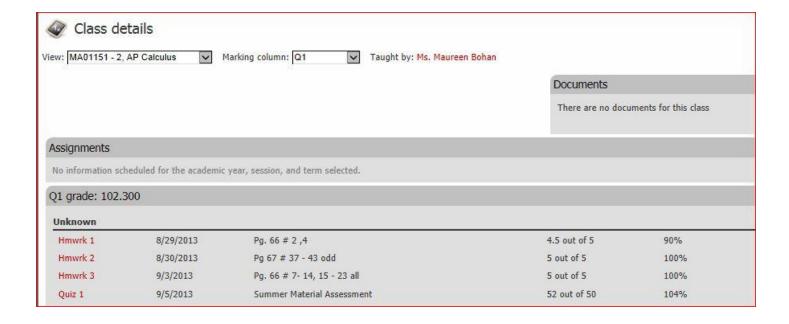
• To see individual class grades, click on your son's **Classes** dropdown menu and choose **Class details.** 



• Use the View dropdown menu below **Class details**, to choose the class and quarter you wish displayed.



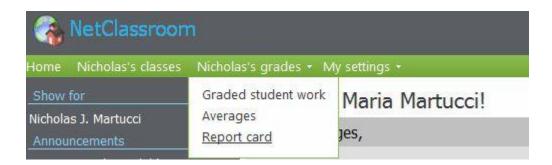
- For each class, the current Quarter is listed as well as the current quarter average.
- In this example the teacher calculates the Quarter Grade based on <u>Categories</u> (Examinations, Homework, Journals & Projects, Quizzes) and therefore the display shows the category name and its corresponding average. The value of each category in the quarter average is also displayed. In the example above, Homework is 15% of the Quarter Grade and the student has a 100 homework average. At this point in the quarter, Homework is the only category with recorded grades, so the Quarter 1 average is 100.
- If a teacher calculates the Quarter Grade based on <u>Total Points</u> (points earned divided by points possible) the display shows each assignment and its corresponding grade.



- If a teacher has included individual assignment comments, they would be displayed to the right of each grade.
- If you wish to print the information from a class, you can Print (click on File and choose Print) from the browser screen. Change the Page Setup to Landscape for easy viewing.

## **Report Cards**

To see your son's report card, select Report Card from the Grades dropdown from the green Home menu.



• An Adobe PDF file of the report card will be displayed within the window. You can save the file and/or print it. The current report card will be displayed until the next report card becomes available.

If there are any questions or problems with access, please contact the Database Manager, Iwona Kolotylo via email <u>ikolotylo@fairfieldprep.org</u>, or at 203.254.4200 ext. 3218.