Infinite Campus Parent - Student Portals and Mobile app

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Last Reviewed on 10/8/2020

CAMPUS PARENT – CAMPUS STUDENT-MOBILE APP

Infinite Campus has updated their mobile app to reflect the Campus Parent/Campus Student view. Campus Parent and Campus Student are new versions of the Campus Portal. They include features to be more useful, including a responsive design optimized for use on mobile devices and tablets.

Use your existing user name and password to access Campus Parent or Campus Student, and/or the new Mobile App.

MOBILE APP

The new mobile applications, Campus Student (for students) and Campus Parent (for parents) can be downloaded from Google Play or the App Store. In the search field, enter either Campus Parent or Campus Student to find the application.

Campus Parent
Student

Campus

LOG INTO CAMPUS PARENT/CAMPUS STUDENT OR THE MOBILE APP

Whether you are logging in to the mobile app or on the web, you will need to enter your **Username** and **Password**.

Campus Parent:
https://mncloud3.infinitecampus.org/campus/portal/parents/davinci.jsp

Campus Student:
https://mncloud3.infinitecampus.org/campus/portal/students/davinci.jsp

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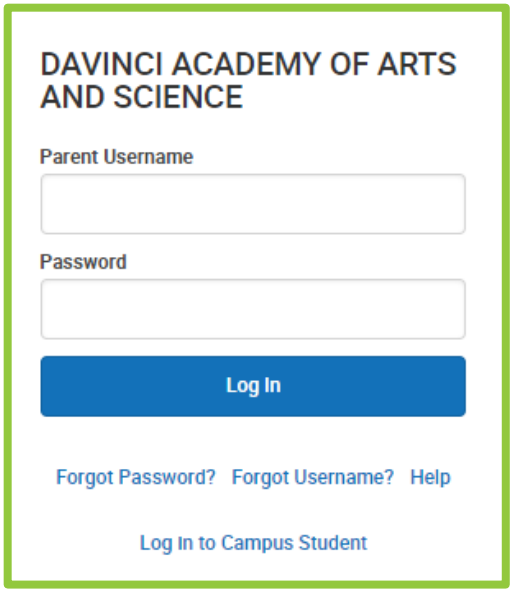
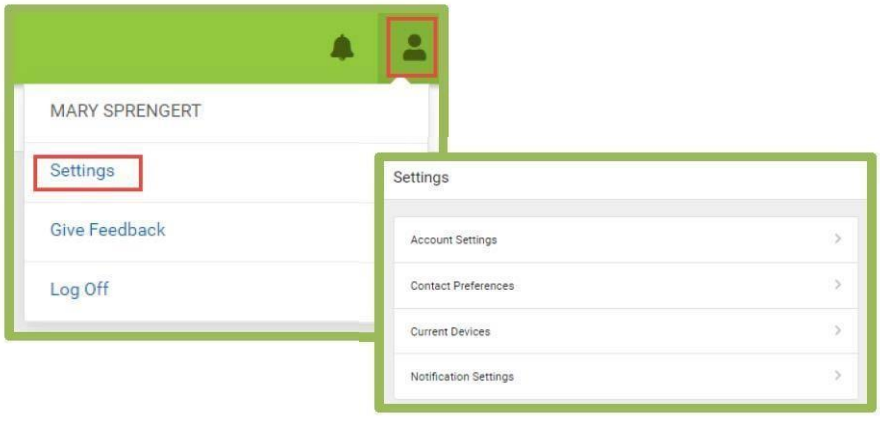


You still have the ability to recover your username and/or password if the feature was set up in the **Account Settings** in Campus Parent (or previously in Campus Portal).

In the mobile app, there is a checkbox to "**Stay logged in**". When using the feature, you will not need to log in each time you access the mobile app.

SETTINGS

To access Settings, click on the **Person** icon (**User Menu**) in the upper right corner, and select **Settings**



ACCOUNT SETTINGS

The **Account Settings** allow users to update their security email or change their password. From the Settings screen, click **Account Settings**.

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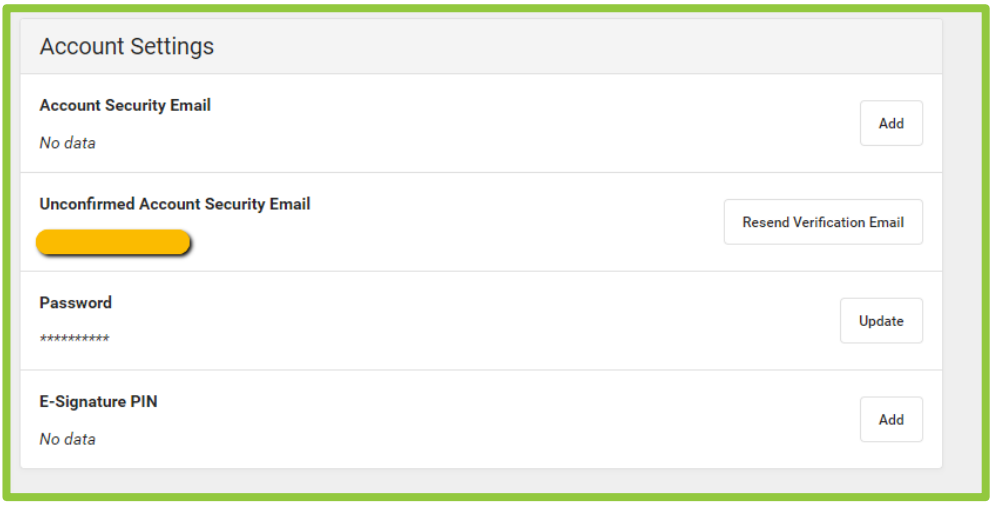
From here, you will have the ability to update (change) the **Account Security Email** or **Password**. The **Account Security Email** is where you set up an email address to retrieve information for a password or username reset (allowing you to use the features on the sign-in page, "**Forgot Password?**" or "**Forgot Username?**").

Campus enforces strong passwords, meaning that passwords should have a mix of letters, numbers, and characters to make them more secure.



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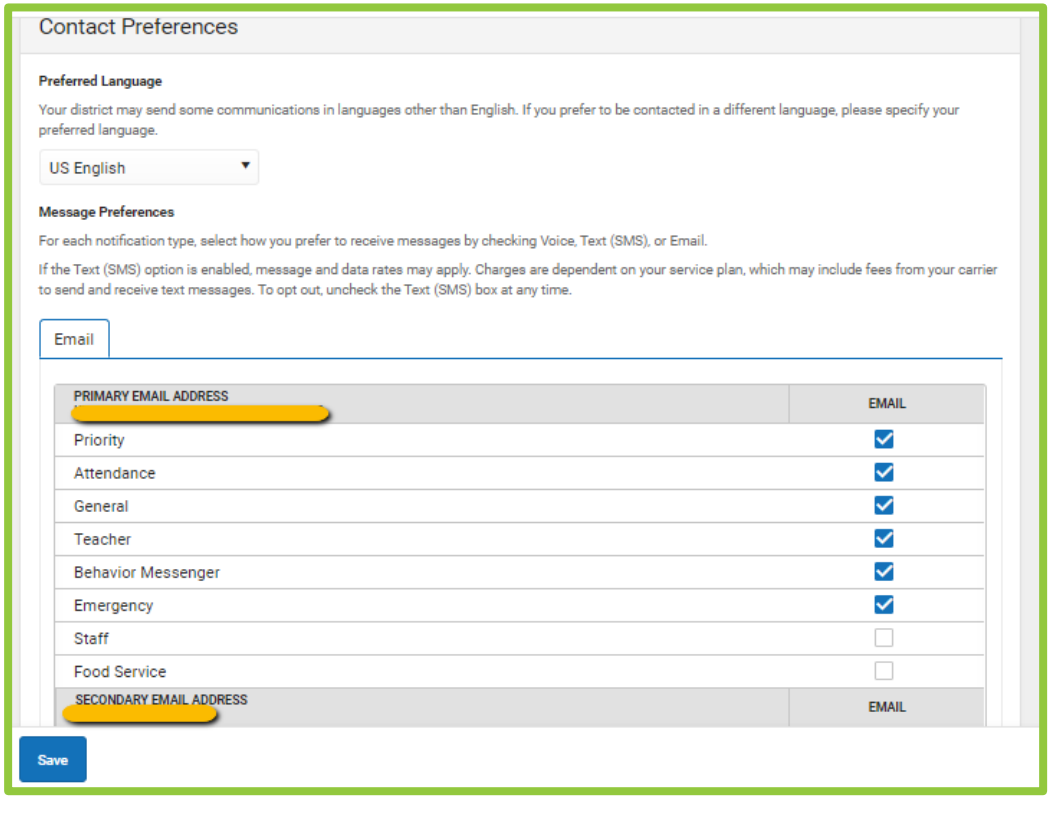
CONTACT PREFERENCES

Parents and students can manage their personal contact information, including Cell Phone, Work Phone, Other Phone, and Email Address. When you update, the changes will go directly into Campus and school personnel will have the most current information.

Parents and students can also manage their contact preferences by selecting the desired language, when you receive messages, and how you receive that message. We are currently only using email contacts.

From the **User Menu**, select **Settings**, then select **Contact Preferences**, and mark your desired options, and click **Save**.



CURRENT DEVICES

Current Devices allows parents and students to log out of a mobile device. This is helpful if you lose your device and want to log out of the application so that no one else can access information.

From the **User Menu**, select **Settings**, then select **Current Devices**, and a list of devices logged into Campus Parent/Student or the mobile app will appear. Click **Log Off**.

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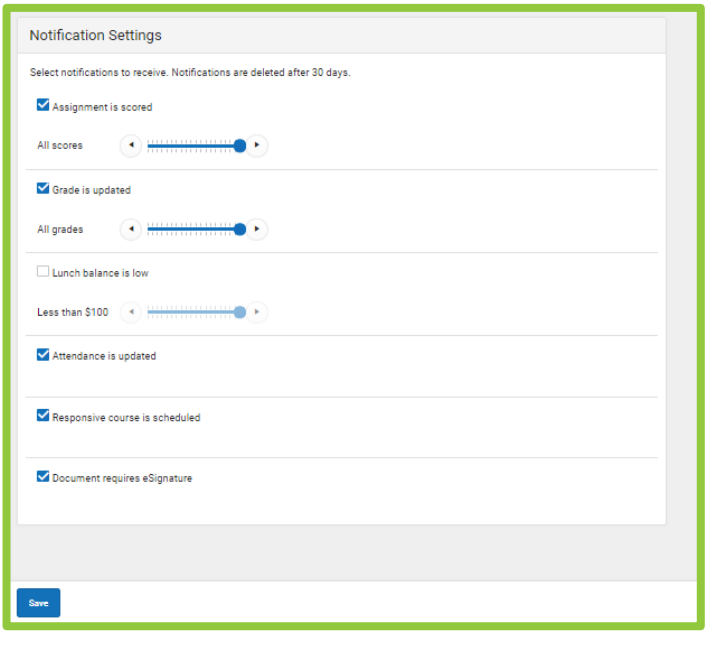
NOTIFICATION SETTING

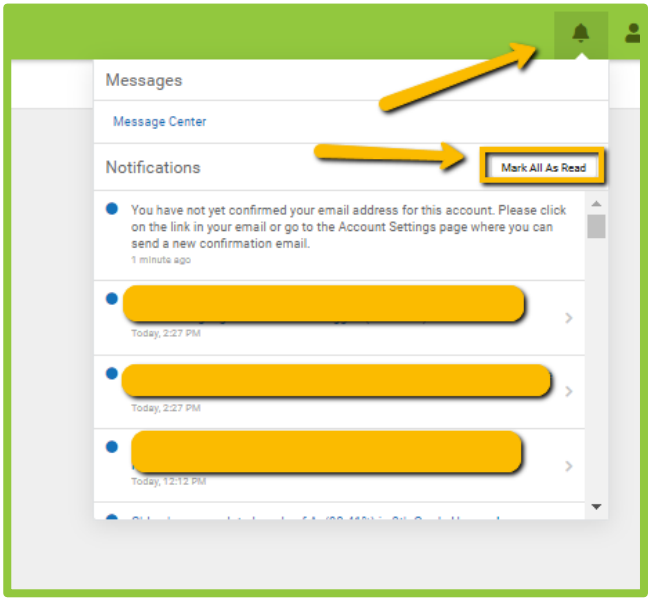
This tool allows users to opt out of receiving specific kinds of notifications and establishes thresholds for those they want to receive. For example, you can set thresholds to receive notifications when a grade or score falls below the selected percentage.

Click on the **Person** icon in the upper right corner, then select **Settings**, and click **Notification Settings**.



NOTIFICATION

Click on the **Bell** icon, in the upper right corner, to see a list of notifications. Click on each notification to "**Mark as Read**", or use the "**Mark All As Read**" button.



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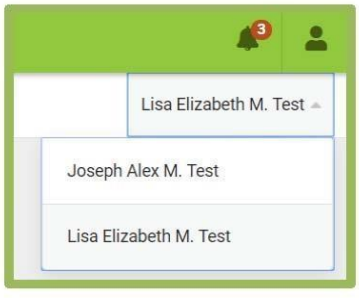
SELECTING A STUDENT

To view information for a specific child (student), click the drop-down in the upper right corner.

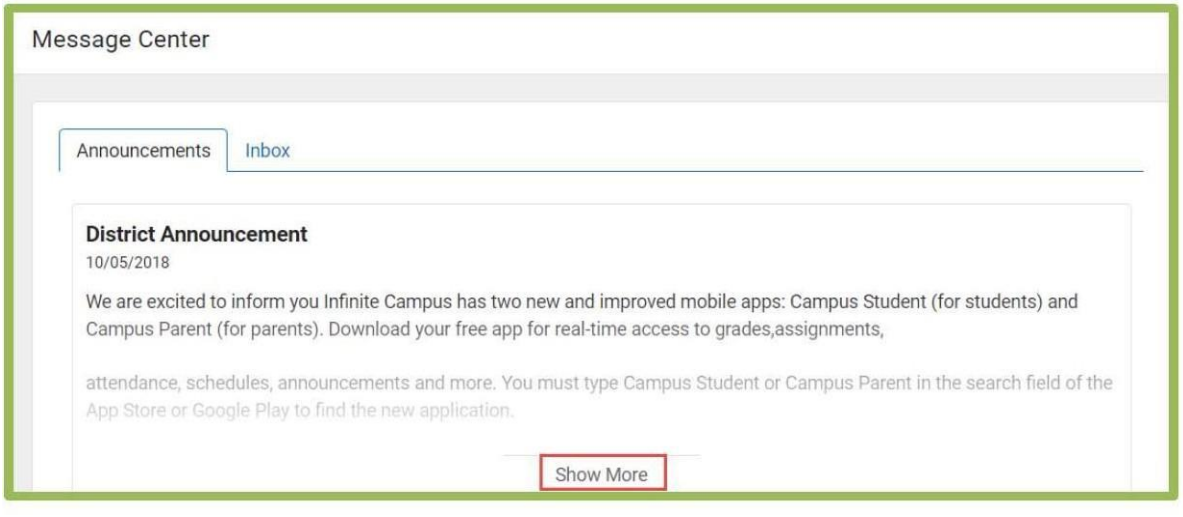


The drop-down only appears when you select specific tools, such as: Assignments, Attendance, Grades, Grade Book Update, Schedule, etc.

MESSAGE CENTER

Includes announcements posted from the school or at the district level. Announcements display based on the timeline set by the creator and cannot be deleted or archived. Click the "**Show More**" option to display additional text for longer announcements.

Additionally, the **Inbox** displays messages sent, including those from teachers.



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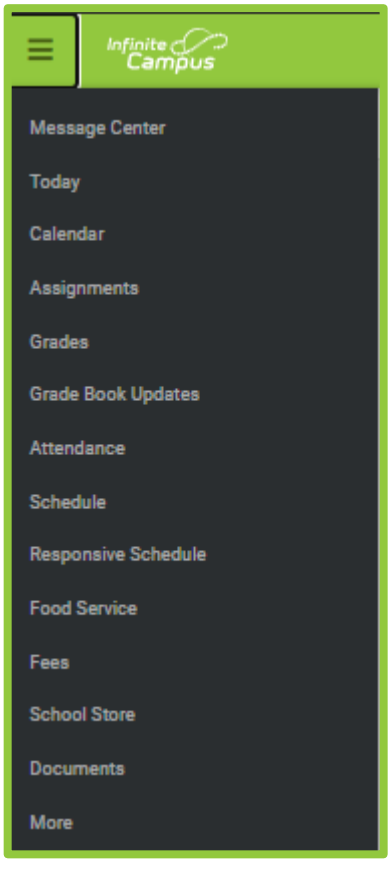
AVAILABLE TOOLS

Below is a list of the tools available through all three applications:



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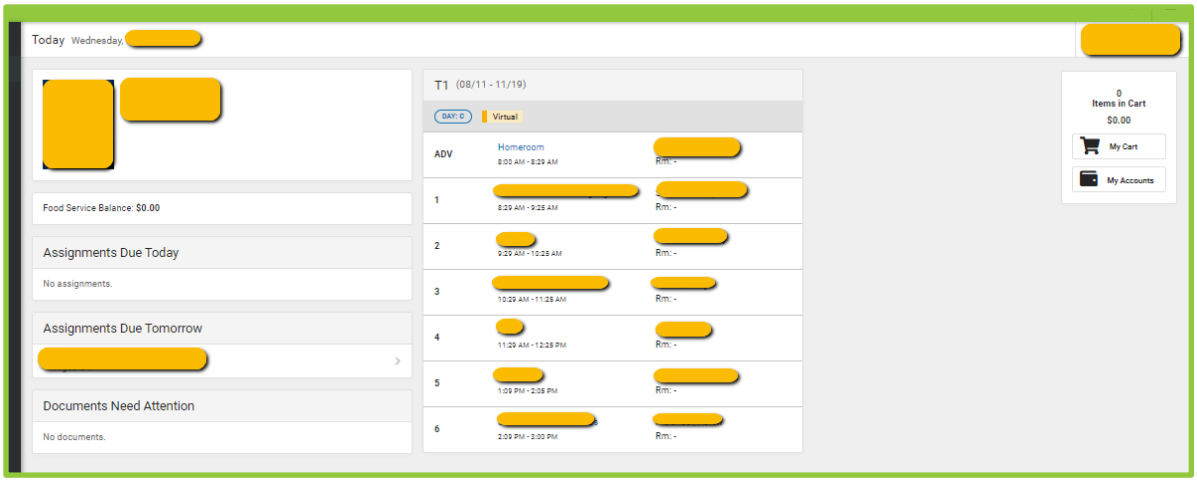
TODAY

This tool shows the selected student's schedule for the current day and lists any assignments due today or tomorrow.

The schedule shows the times of the period during the day and the student's course, with the teacher's name and room assigned.

This assignment list covers all of the student's courses including those that may not meet on the current day. Click on the
assignment or the **course name** to view details.



WEEKLY OVERVIEW

This tool collects the selected student's assignments for the week in a simple, single page overview.

In the overview, you will see assignments for the week and see scores. Assignments display for the calendar day on which they are due.

Flagged assignments, such as Missing Assignments, are also shown. Scored assignments show the points possible, if applicable, or the percentage or rubric score earned.

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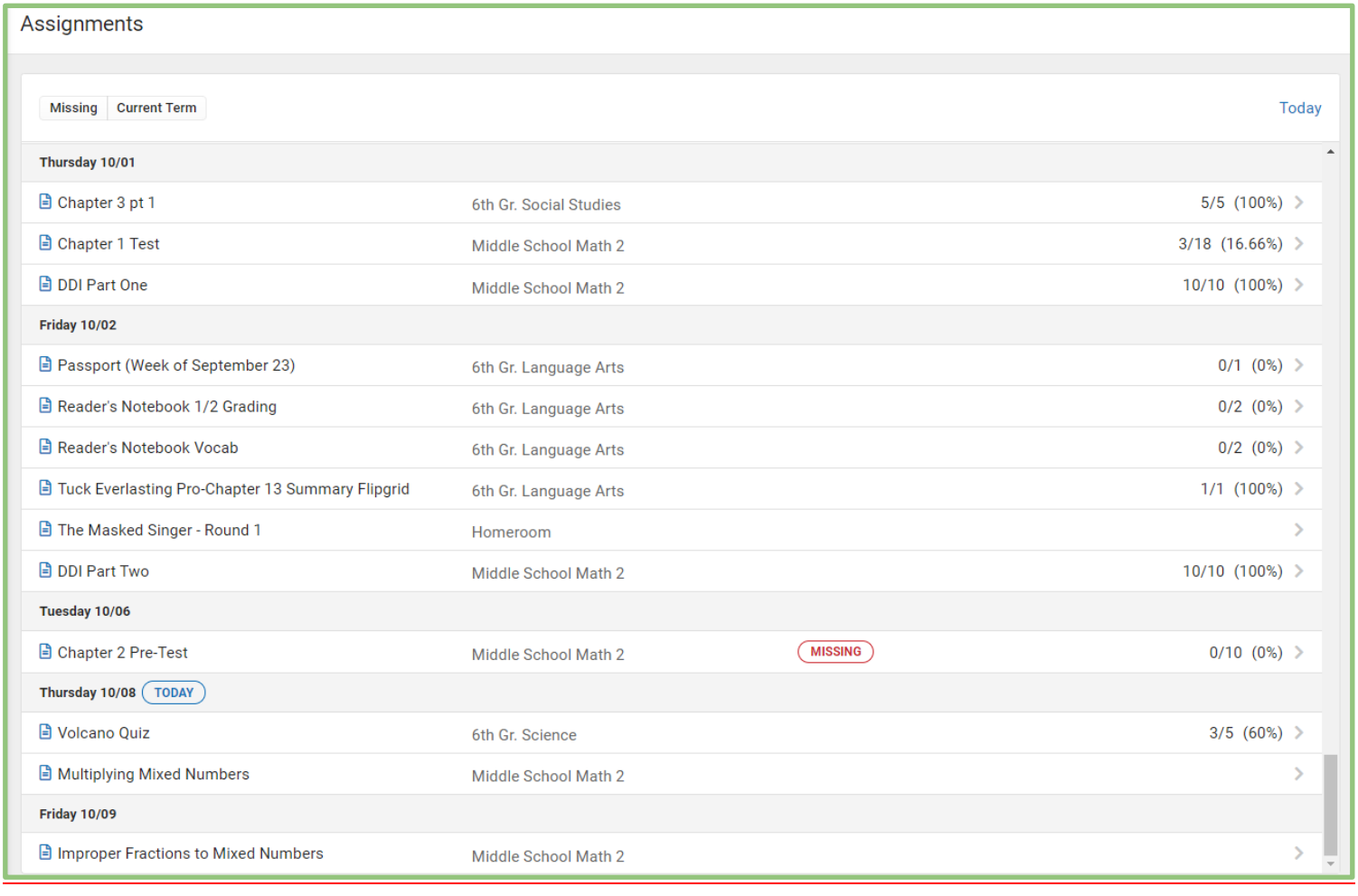

Navigate to other weeks using the **Previous** and **Next** buttons (**<** and **>** on a mobile device), or click **Current** to return to the current week.

ASSIGNMENTS

This tool collects all of a student's assignments with the focus on today; Click on the specific assignment to view details and scroll to see previous and future assignments.

Use the **Missing** and **Current Term** buttons at the top to filter assignments.

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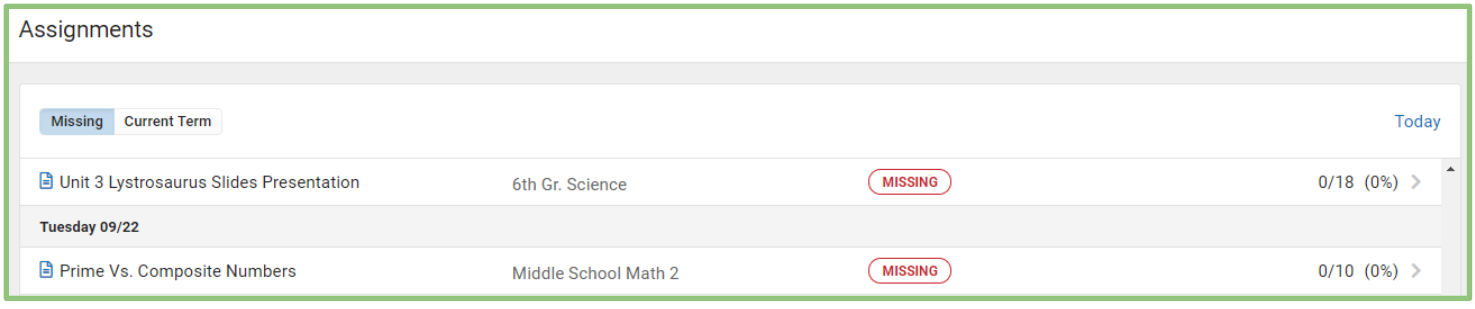
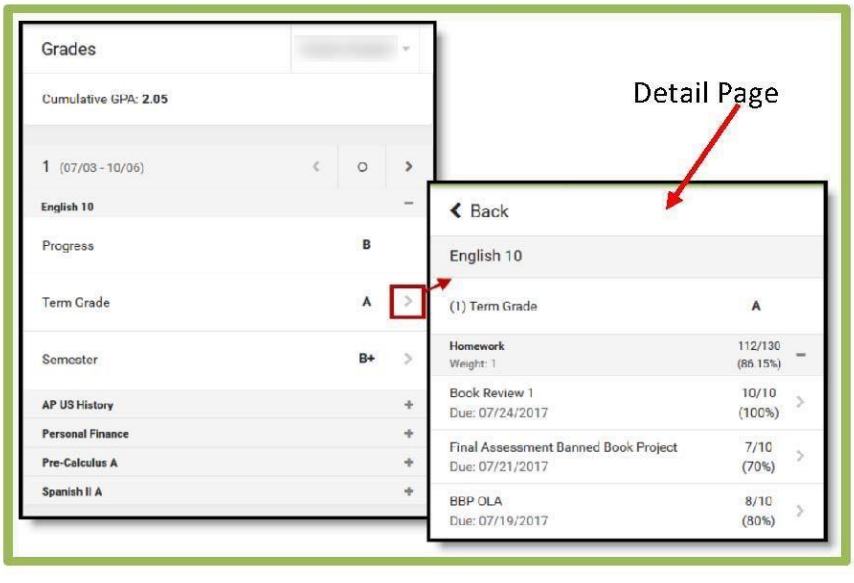


GRADES

This tool shows all of the grades earned by the selected student for all tasks (such as semester grades) and standards. Posted grades display in bold, with In-Progress grades indicated as "In-progress." The student's Cumulative GPA also displays at the top of the Grades tab, if enabled.

Where the grey arrow displays for a task or standard, click the task to view the categories that contribute to the grade. Expand categories to view all included assignments. Click assignments to view details. Grades that are part of a composite or rollup grading setup are indicated.



You can also view the Grading Scale or Rubric. Select the specific grade, and click the blue icon on the Detail Page.

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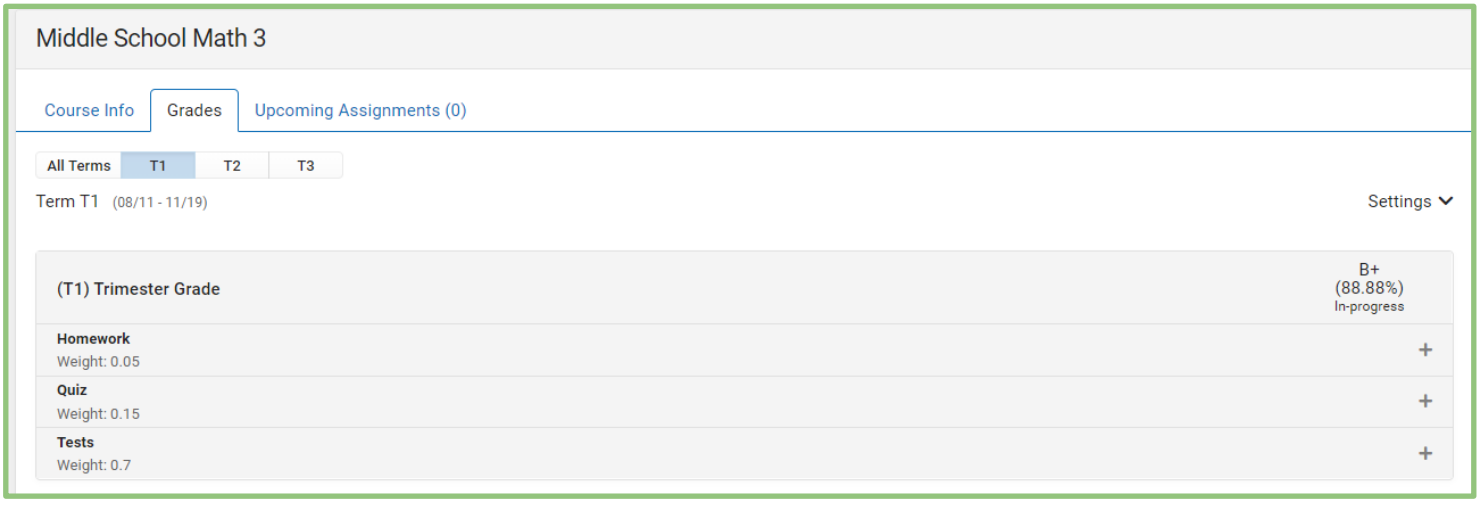

GRADE BOOK UPDATES

This tool lists all of the assignments scored or updated in the last 14 days. Click on the **assignment** or the **course name** to view details.

ATTENDANCE

This tool lists the absences, tardies and early releases for attendance taking periods in the selected term. Navigate between terms using the option at the top.

Click on a **period** to view details. On the detail page, absences, tardies, and early releases are divided by type (excused, unexcused, exempt, or unknown), with all absences, tardies and early releases listed.

When recorded attendance is via present minutes, this attendance screen displays the total Present

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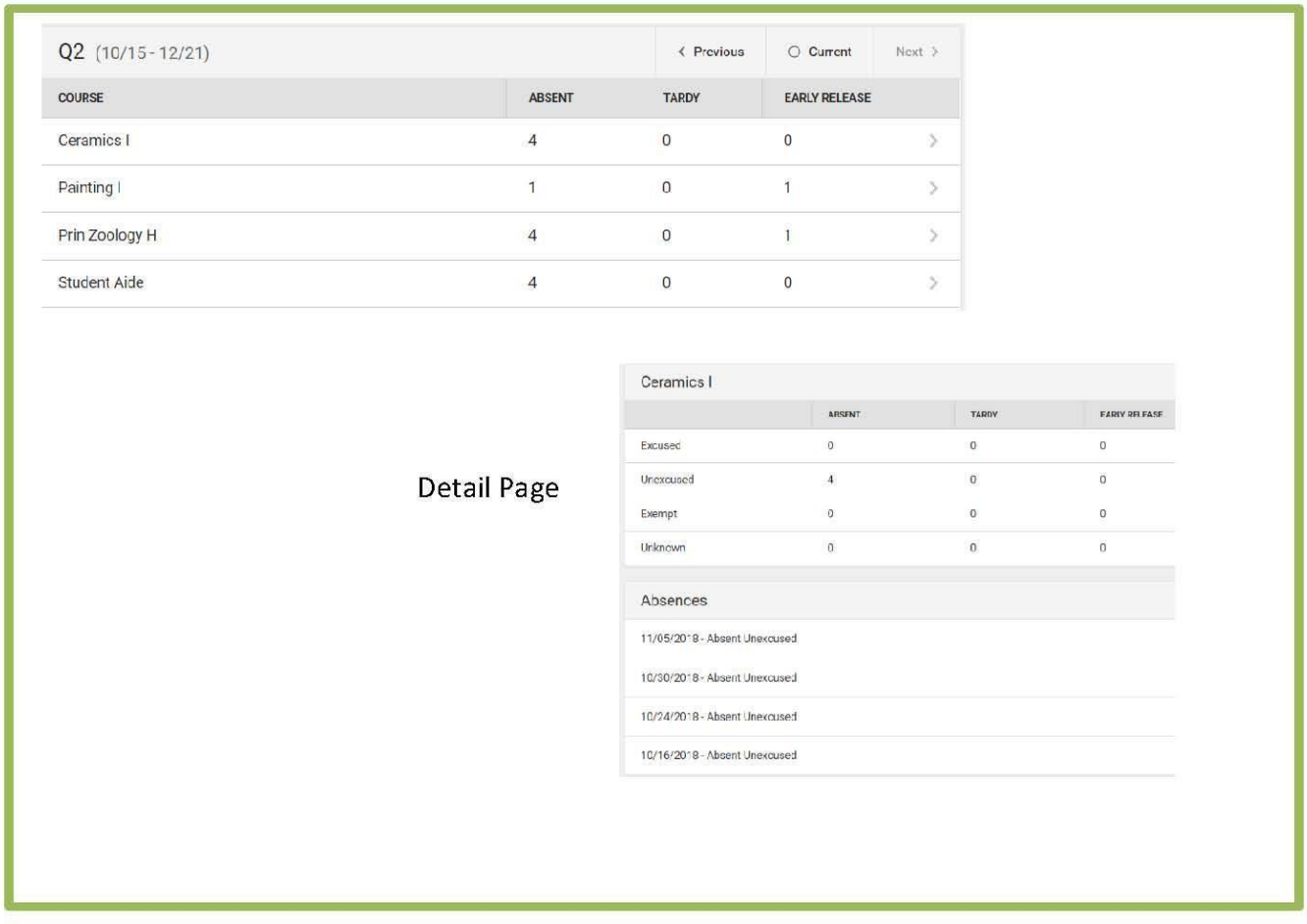
Time and Expected Time by section. Click on a **section** to view the Time In, Time Out, and Present Time recorded by date.



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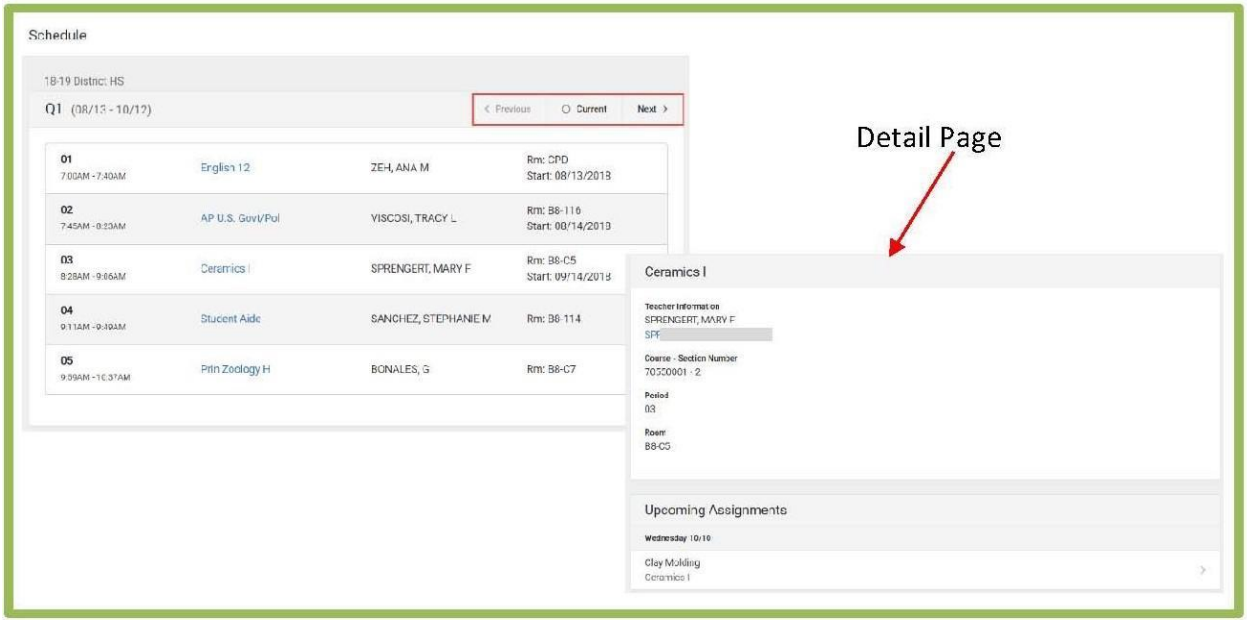
SCHEDULE

This tool shows the student's schedule for each term, including any day rotations. Schedules shown are for the whole year, all terms, and all of the student's enrollments.

Each schedule includes the times of the periods during the day and the student's courses, with the teacher's name and room assigned. If a day rotation is in place, the day is indicated in the top right corner of the schedule. Click on the **course name** to view details.



REPORTS

This tool collects files relevant to the student, including learning documents such as a PDF version of the student's schedule, progress report, report cards, and unofficial transcripts.

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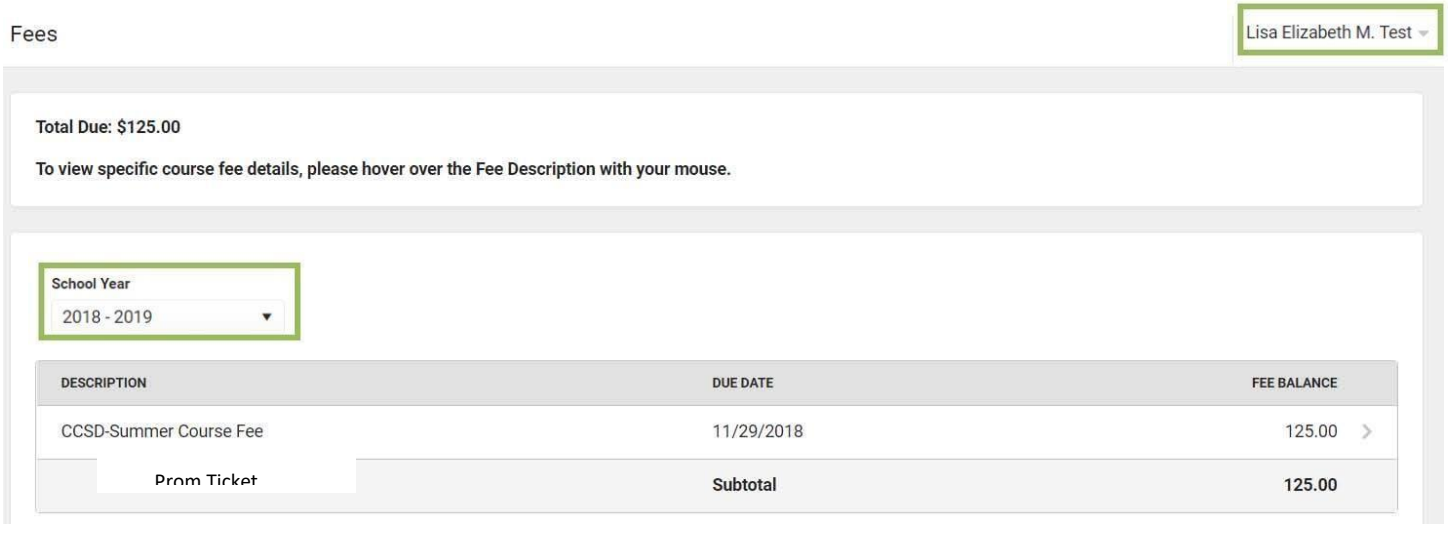
ACADEMIC PLAN

This tool displays the student's assigned Academic Program and the courses the student has planned to take in each school year. Students can add courses to their plan, and print their **Course Plan** and their **Progress Report** from here.

FEES

This tool provides a list of all fees assigned to a student/child. Fees that are still owed, have been paid, or were voided appear on the list, followed by the ongoing balance for these fees.

There is also a **School Year** drop-down list to view fees assigned to the student for a specific school year. Use the **Student**
drop-down to see specific information for each student/child.



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MORE

This tool displays the following:

1. ***Address Information***
    a. Address information for the students in the household. Parents only have the ability to change their home phone number. Parents will need to go to the school in order to change the household address.
2. ***Health Behavior***
    a. Address Review of behavior incidents.
3. ***Demographic***
    a. Displays student demographic information as well as non-household relationship (emergency contacts & authorized pickup) list.
4. ***Family Information***
    a. Your family household information such as: address and who lives at that address.
5. ***Health – Parents Only***
    a. Immunization information will display.
6. ***Important Dates***
    a. Lists holidays, late starts, and other school calendar events.
7. ***Meal Benefits***
    a. This is where you will submit your Free and Reduced Lunch Application.
8. ***Online Registration***
    a. This is where you will submit your Online Registration for a new student and/or annual update.