

ACCESSING STUDENT INFORMATION IN FACTS

1. Sign in to YOUR parent account by clicking [HERE](#).

A. The link is always on the home page of the SPCS website as well.

B. The district code is **SPCS-FL**



2. Once you are logged in click on [Student Home](#). You can access HOMEWORK (by date or subject), GRADES, AND ATTENDANCE from this screen. If you have multiple students you can toggle back and forth from the dropdown at the top.

The screenshot shows the 'Student Home' page for St. Petersburg Christian School. At the top left, there is a 'Student' dropdown menu with a red arrow pointing to it. The main content area is divided into three sections: 'Weekly Summary', 'Classes', and 'This Week's Attendance'. The 'Weekly Summary' section shows the date 'Monday 1/3/2022' and includes a 'Print Week' icon. Below this, there is a 'Bible 7' section with 'HOMEWORK: NONE' and an 'ASSESSMENT FOR FRIDAY, JANUARY 14, 2022' section with a quote: "SO NOW I AM GIVING YOU A NEW COMMANDMENT: LOVE EACH OTHER. JUST AS I HAVE LOVED YOU, YOU SHOULD LOVE EACH OTHER. YOUR LOVE FOR ONE ANOTHER WILL PROVE TO THE WORLD THAT YOU ARE MY DISCIPLES." (JOHN 13:34-35, NLT). The 'Classes' section is a table with columns for 'Subject', 'Grade', and 'Instructor'. The 'This Week's Attendance' section shows a checked box for 'This Week's Attendance' and the text 'No attendance records found.' with a 'DETAILS' button.

Subject	Grade	Instructor
07 Pre-Algebra 1	100	Eastein, Kristin
7th Spanish 01	83	Ramos, Janie
Basketball Team Boys		Hallam, Ryan
Bible 7		Oto, Jonathan
Civics 7		Groendal, Jennifer
Computer 7		Lanolois, Brian
English 7	85	Lanolois, Jessica
Home room		Eastein, Kristin
Life Science 7	91	Godfrey, Paula
Physical Education 7		Hallam, Ryan
Soccer Team		Hallam, Ryan

3. You can **PRINT** the data, by choosing the **PRINT** icon.

4. You can use any of the **DROPDOWN** menus to switch between classes, quarters, etc.

5. Send an **EMAIL** to a teacher by clicking their name.

This is a close-up screenshot of the 'Weekly Summary' section from the previous image. It shows the date 'Monday 1/3/2022' and the 'Bible 7' section with 'HOMEWORK: NONE' and the assessment for Friday, January 14, 2022. A 'Print Week' icon is visible in the top right corner, and a 'Print' icon is visible in the right margin.