



KWALIKUM SECONDARY SCHOOL

Working together to realize our full potential

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Dear Parent/Guardian:

This year, the staff at KSS will once again be using Simplegradebook, an online marks program. One of the main reasons we are using this program is to provide parents the opportunity to see how their son or daughter is doing in his/her courses on a regular basis. Below is some registration information to help you get set up:

1. By now, your son or daughter has been given an access code and, very likely, has set up an account (please ask him/her to show you how to login and to share the login name & password with you.) You can also create your own account, but you will still need an access code. If s/he hasn't, please contact your son or daughter's teacher for the access code. Please note: just ONE access code will get you access to ALL of your student's courses here at KSS.
2. If you remember your password and user ID from last year you will be able to retrieve all this year's data and do not need to sign up again. Should you lose your login or password, you can click on "Password Help" on the login page to retrieve this information via email.
3. Once you have the access code, students or parents can go to <http://simplegradebook.ca> to register for an account. You will need to create a parent account with a UserID and password which you will want to record.

From the main login page, you will choose "Create Parent Account".

Complete the registration and "Create Account"

You will then "log in" with a UserID and password that you have chosen.

After log in, you will be prompted to enter the "student access code" **given to you by your son/daughter or his/her teacher**. Remember, just ONE code is needed for access to ALL classes.

Once registered, students or parents can log in anytime, anywhere, using the UserID and password, to see the student's real-time grades.

Should you lose your login or password, you can click on "Password Help" on the login page to retrieve this information via email.

I would like to encourage you to check on how your son or daughter is progressing on a regular basis. This will allow us to work together to deal with any concerns that come up before the situation becomes too overwhelming.

Sincerely, Lori Marshall
Principal
Kwalikum Secondary School