

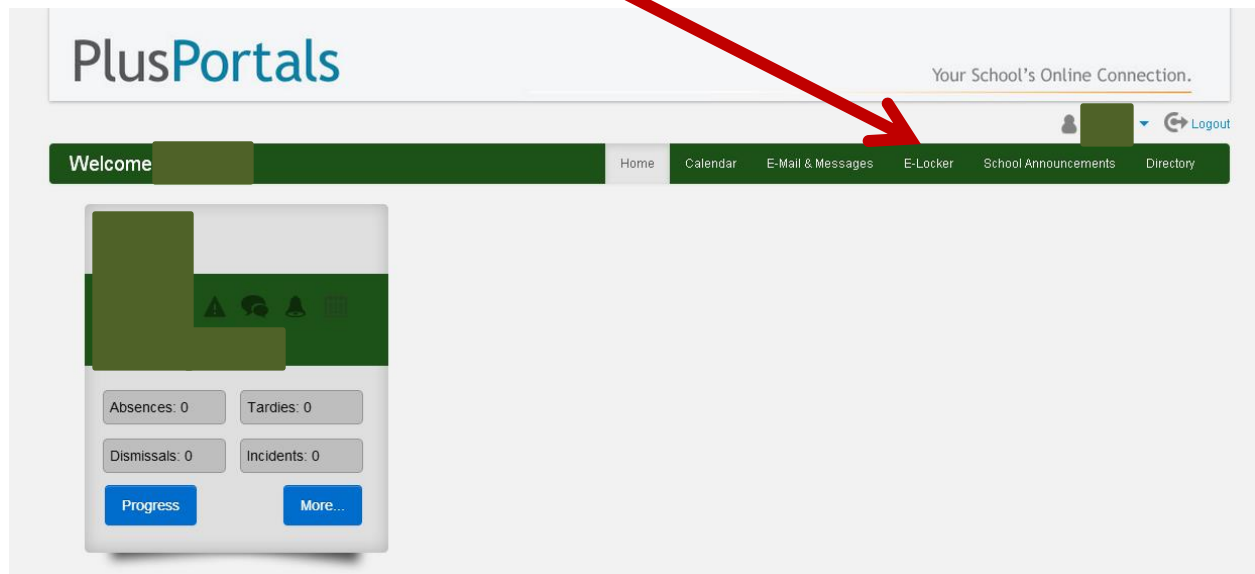
Viewing and Downloading Report Cards in the ParentPlus Portal System

Saint Patrick High School posts the report cards as PDFs on the ParentPlus Portal System so that families can view and download them at any time. With online access to the report cards, you will no longer need to worry about locating the report card if you need it for things like automobile insurance discounts. You can simply log into the ParentPlus Portal System and download and print the report card at any time.

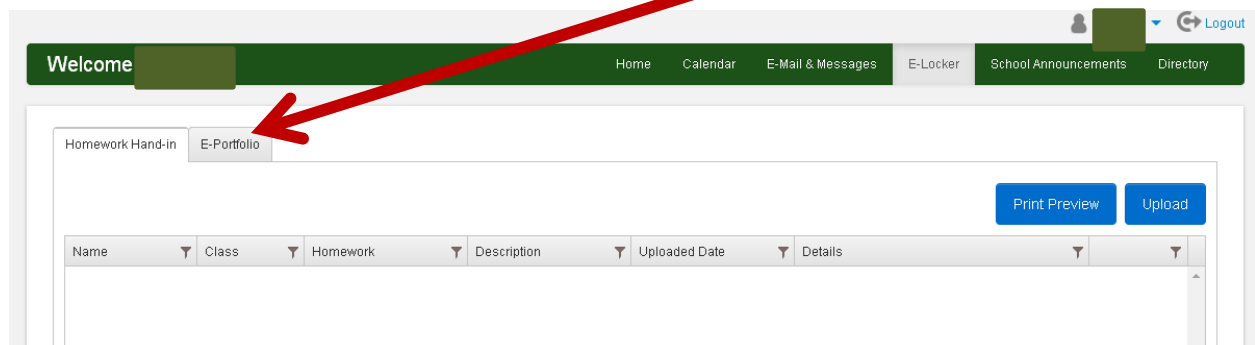
Please note that the report card can only be accessed through browsers (on both desktop computers and mobile devices) such as Internet Explorer, Google Chrome, Safari, or Firefox. The mobile app by itself will not give you access to the PDF so you must go through a web browser on either a desktop computer or mobile device as previously noted.

Below are the instructions for locating your son's report card on the system through a desktop or laptop computer.

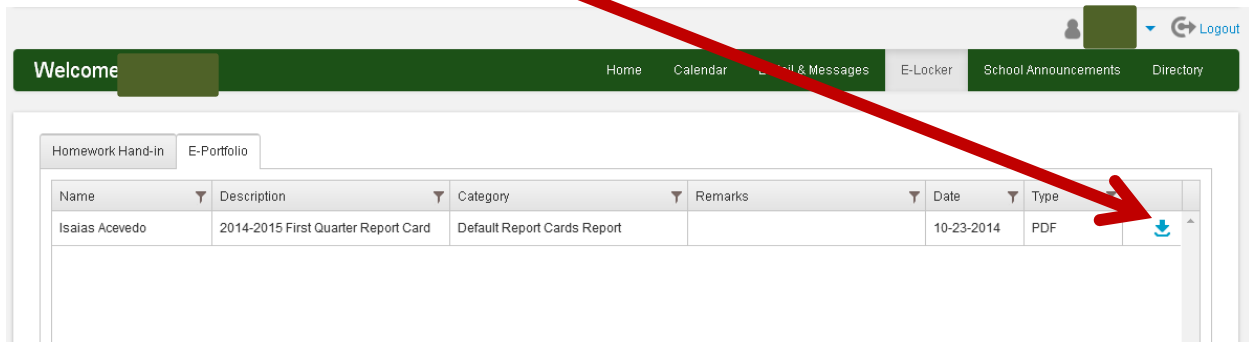
1. Log into the ParentPlus Portal System as you normally would do.
2. Once you log in, click on the link entitled "E-Locker".



3. When the next screen opens, click on the link tab labeled "E-Portfolio"

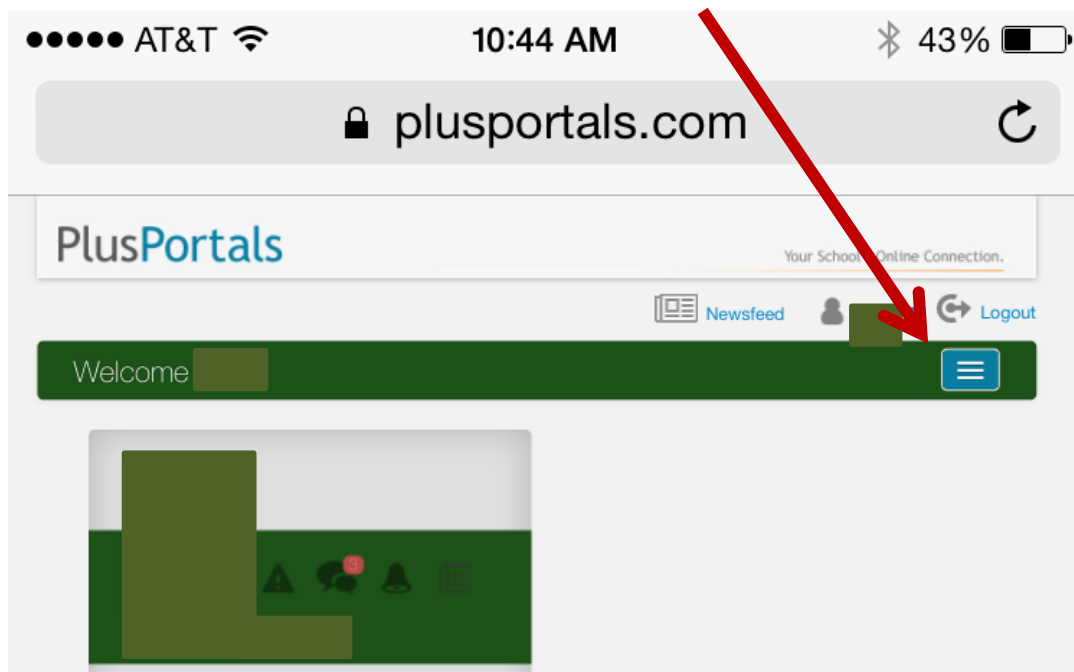


4. A listing of the documents that are available for you to view and download will then appear. Find the one you wish to view (in the current example, it would be the 2015-2016 First Quarter Report Card) and then click on the blue downward facing arrow on the right-hand side. The document will then download for you to open and print.

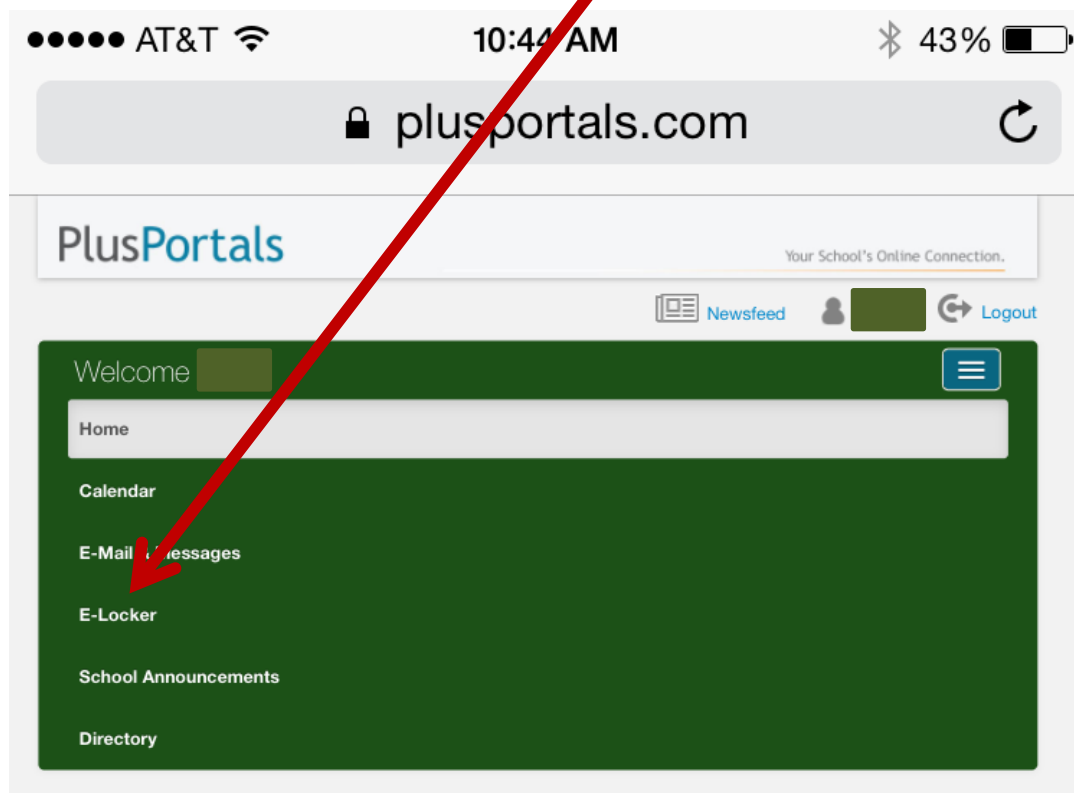


For accessing the report card through a mobile device, the instructions are slightly different.

1. Log into the ParentPlus Portal System as you normally would do.
2. Click on the blue box with the three white horizontal lines.



3. A dropdown menu will then appear. Select "E-Locker" from the list.



4. At this point, follow the instructions given for the desktop or laptop versions beginning at step 3.

We plan to use this system to deliver the semester report cards instead of mailing them as we have in the past, so if you have not accessed the ParentPlus Portal System, please contact Mr. Christopher Perez via email at cperez@stpatrick.org so that he can forward you the log in information. If you have any problems in accessing the system, please contact him as well.