



Thompson School District's Infinite Campus Portal



For Parents and Guardians of LHS Students

Portal Account:

In order to create your personal portal account, you will need your unique Person GUID which serves as the Activation Key when you first go to the Portal.

**This information can be acquired from Karen Hamilton, administrative assistant at LHS.
For your Activation Key, please email Ms. Hamilton at hamiltonk@thompson.k12.co.us.
Please include "portal" in the subject.**

There is a Campus Portal link on the LHS home page, or visit the following website for Thompson School District Campus Portal to set up your account:

<https://campus.thompson.k12.co.us/campus/portal/thompson.jsp>

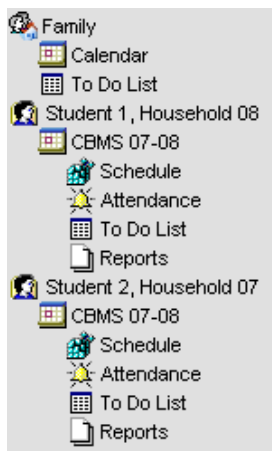
After you have successfully entered your Activation Key, you'll need to establish a user account by creating a User Name and Password. Both the User Name and Password must be a minimum of six characters. Once the account has been established, click on the link to log in or return to the original site identified above to log in.

Campus Portal will become active at the middle schools and high schools on approximately August 26, 2008. At this time, you will see a series of links in the gray area along the left side and will then be able to view the information described below as well as finish setting up the preferences for your account.

For assistance with your Campus Portal Account, contact the Thompson School District Infinite Campus Help Desk via phone at (970)613-5102 or via email at parentportal@thompson.k12.co.us

Campus Portal:

Portal provides real time access to your middle school and/or high school student's pertinent school information if they are listed in your household in Infinite Campus. Portal also allows you to select options for receiving various forms of communication from the school.

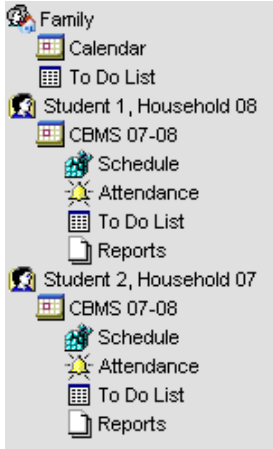


determines what information is and will be available on the Portal and reserves the right of information without notice.

al:

The Family Link shows the members of the household. Be sure to review this information and contact your child's school immediately of any additions or corrections. The accuracy of this information is the joint responsibility of the school, parents/guardians, and the student. This information should always be kept up to date!

The Calendar Link below Family shows a list of all your middle and high school students' assignments that are due on any given day as well as any attendance activity. The School Calendar Link directly below a student's name will show information specific to only that student.

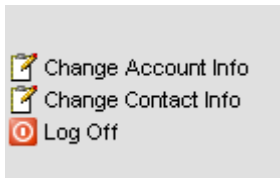


The [Schedule Link](#) below each student lists the student's classes. **Detailed information regarding the student's grade** in this class is available by clicking on the course name. If assignment information is available for a class, an assignment icon will be displayed on the schedule. The **email address for the teacher** can be acquired by hovering over the envelop icon (Internet Explorer) or by right clicking on the teacher name and choosing "Copy Email Address" (Firefox).

	Term S1	Term S2
00	Empty	
01	8013-1 Cons Family 8 (Day Orange, Blue) Bashor Rm: 18	7513-3 Phy Ed 8 (Day Orange, Blue) Berry Rm: gym
02	6061-1 Band 8 (Day Orange, Blue) Kellogg Rm: 09	
03	2042-1 Algebra I (Day Orange, Blue) Naughton	
04	Naughton Rm: 50	

The [Attendance Link](#) below each student lists attendance activity specific to that child. All entries are organized by date and term and are color coded to indicate absence type. A term summary of absences and tardies is also available.

The [Reports Link](#) below each student has available the student's schedule as well as any report cards and transcripts that have been made available on the Portal.



The [Change Account Info Link](#) allows the user to change the password associated with this account.

The [Change Contact Info Link](#) allows the user to change the email address associated with this account. This link is also important for **setting your preferences to receive various types of communication** from the school.

Email Address:

Instructions: For each type of message (High Priority, Attendance, General, Teacher) select how you prefer to receive that message. You may select to receive a message on more than one device. To change or add a phone number you will need to contact your school's administrative offices.					
	High Priority	Attendance	Behavior	General	Teacher
Household Phone (970)613-0000	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cell Phone (970)613-0001	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Work Phone (970)613-0002	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Email (myaccount@yahoo.com)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Log Off Tool Log Off should always be used when you are finished viewing information on Campus Portal. This is the only way to securely end your connection to Portal.

Browser Information:

- Internet Explorer 6.0 and above and Firefox 2.0 and above are the browsers recommended for use with Campus Portal.
- Internet Explorer should be set to "check for newer version of stored pages" on "every visit to the page". This can be set under the Tools Menu> Internet Options>General Tab>Browsing History.
- Firefox should be set to "always clear my private data when closing Firefox" at least for the cache. This can be set under the Tools Menu>Options>Privacy Tab>Private Data>Settings.