

Tyler SIS Student 360 Navigation for Parent Portal

To begin using the Parent Portal, follow these steps:

Update your information through Fill the Parent Portal registration form.

A link to set up your password will be emailed to the address you provided on the registration form.

Go to the Tyler SIS Student 360 web page <https://sdm.sisk12.com/MOAL360x3/login>

Click on the Parent tab and then log in. You must be on the Parents tab in order for your login to work.

The screenshot shows the Tyler SIS login interface. At the top, there is a blue header with 'Tyler SIS'. Below it is the Edwards School District logo and name. A navigation bar contains three tabs: 'STAFF', 'PARENT' (highlighted with a red box), and 'STUDENT'. The login form includes fields for 'User Name' (containing 'joe@barker.com') and 'Password' (masked with dots). A blue link for 'Forgot your parent password?' is located below the password field. A 'Login' button with a checkmark icon is at the bottom right of the form. Below the form, contact information for the SIS Coordinator is provided: 'For assistance with SIS Software, contact Edwards School Districts SIS Coordinator Phone: 555.555.1212 Email: Help@edwards.k12.or.us'. The footer contains version information: '360 Version v2019.3.0.0 C v9.54' and copyright notice: '© 2019 Copyright Tyler Technologies, Inc. All rights reserved.'

If you have problems or questions about accessing the site, please contact Edem ADDOH at itdepartment@academielafayette.org or call (816) 743-4973 during business hours ONLY

NOTE: If your email address changes, be sure to contact the school and let them know so your contact info can be updated or you can submit the changes yourself using the Update Household Data screen.

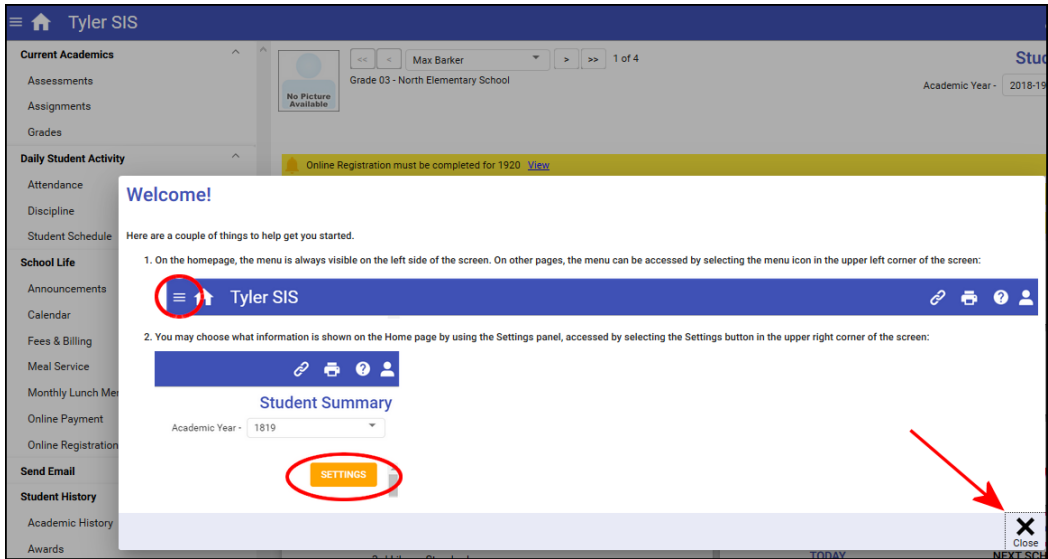
If you forget your password, click the **Forgot Password** link, enter your email address, and instructions for resetting your password are emailed to you.

The Parent Portal supports the following web browsers, using the latest versions:

- PC with Firefox, Microsoft Edge, or Chrome
- Mac with Safari, Firefox or Chrome
- iPad 10" with built-in Safari browser
- Android 9" or larger with built-in Chrome browser

First Time Logging In

When you log in to Student 360 for the first time, one or more Welcome dialogs explain some of the new settings to get you started. Click **Close** to continue.



Update Household Data

Rather than call or physically go to the school to update information about your household, submit updated information via the **Update Household Data** screen. These submissions are then accepted by the district, so they may not take effect immediately.



To update information about your household, click the **Edit** link for the desired form:

- **Household Parents** – Parents who live in the household and their relationships to each student.

Update Household Data

Household Parents = Changed

More First Name* Middle Name Last Name* Relationship*

Joe Ronald Barker Father

Phone - Work (555) 870-1212 Email Address * joe@barker.com

Phone - Cell (555) 314-6541 Email Address - Work ChrisBuentello@WellsFargoCapitalVII.com

Marital Status Married Employer Wells Fargo Capital VII

Renee A James Step Mother

Expand All Collapse All Return to List Save Start Over

- **Household Addresses** – The address information for the students’ household parents.
- **Student Information** – The students’ names, birthdates, ethnicity and race information, and other student-specific data.
- **Emergency Contacts** – Add or edit emergency contacts for each student. Edit contact data including phone number, calling order (priority), and relationship.

NOTE: Emergency Contacts are associated with each student and may differ for students in the same household.

Update Household Data

Emergency Contacts = Changed

More First Name* Middle Name Last Name* Calling Order Actions

Lisa T Barker 1

Associated Students

Student	Student May Leave with This Person	Relationship of Contact
Barker, Max	Y	Aunt
Barker, Jeanne	Y	Aunt
Barker, Michelle	Y	Aunt
Barker, Debbie	Y	Aunt

Allen S Samuels 2

Expand All Collapse All Add Contact Return to List Save Start Over

As you work, the data that is changed is highlighted in orange. Click **Save** on the ToolBar to save your changes. To revert from the changes that you’ve made on a form, click **Start Over**. Click **Return to List** to go back to the list of editable forms.

Some forms have required fields, which are indicated by an asterisk (*) next to each one. If you mark a form complete but did not complete a required field, an error appears in the right-hand side of the Tool Bar; click to see what field(s) need to be addressed. Supply the information and click **Save** (or Start Over).

Household Addresses = Changed

Primary Residence

House #

Direction

Street* Required field

Preferred Mailing Address

Same as Primary Residence

Address Line 1

Address Line 2

Address Line 3

Errors were found. Please see details below.
[Street](#): Required field.

[Return to List](#) → **1** [Errors](#) [Save](#)

When each form is Saved it is submitted. The Updated Household Data screen displays a message that the updated data has been submitted and on what date; it indicates that the changes must be approved.

The Update Household Data tile on the Home page turns green and shows Submitted. Once your submission has been processed, the Submitted text changes to Accepted. If for some reason your forms require revision, the school will contact you and the icon will turn red. Simply update the data and re-submit.