


Parent Command Center Quick Guide

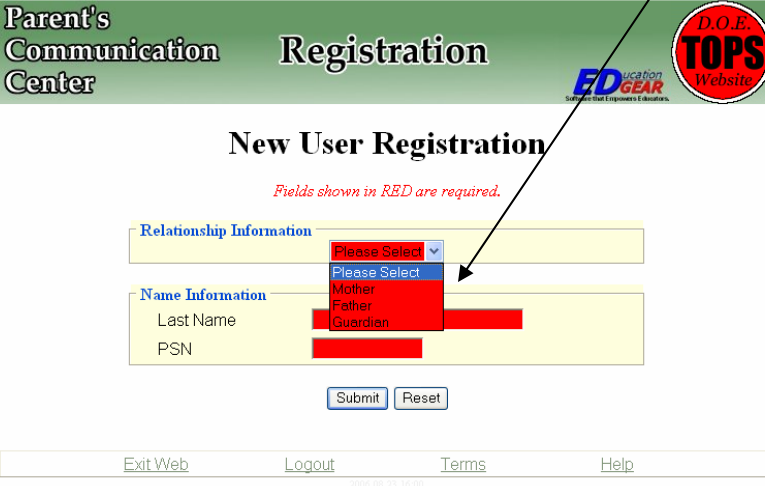
To log-in, type in jgrade.mcschools.net/jpweb as the address and hit enter.

You will see a screen that looks like this.



The screenshot shows the 'Parent's Communication Center' login page. The header includes the 'ED GEAR' logo and the 'D.O.E. TOPS Website' logo. The main content area is divided into two sections: 'PARENT'S COMMAND CENTER - PARENT LOGIN' and 'LOGIN INFORMATION'. The left section contains a welcome message and instructions: 'Please... login with your username and password.' and '... register if a First Time User.' The right section contains a 'Sign In' button and links for 'Register a New User' and 'Forgot Password'. A red arrow points to the 'Register a New User' link. At the bottom, there are links for 'Exit Web', 'Logout', 'Terms', and 'Help', along with a timestamp '2009-06-23 10:00'.

If this is your first visit to the Parent Command Center, you will click on “Register a New User.” A new screen will pop up. Click on “Relationship Information” and a drop down menu will appear. Choose one of the options listed.



The screenshot shows the 'New User Registration' page. The header includes the 'ED GEAR' logo and the 'D.O.E. TOPS Website' logo. The main content area is titled 'New User Registration' and includes a note: 'Fields shown in RED are required.' The form is divided into two sections: 'Relationship Information' and 'Name Information'. The 'Relationship Information' section has a dropdown menu with options: 'Please Select', 'Mother', 'Father', and 'Guardian'. The 'Name Information' section has fields for 'Last Name' and 'PSN'. The 'Last Name' and 'PSN' fields are highlighted in red. At the bottom, there are 'Submit' and 'Reset' buttons. At the very bottom, there are links for 'Exit Web', 'Logout', 'Terms', and 'Help', along with a timestamp '2009-06-23 10:00'. A red arrow points to the 'Relationship Information' dropdown menu.

You must then input your last name (which may not necessarily be the student's last name) and the last five digits of the student's social security number for PSN.

Another screen will come up that allows you to set your username and password to something you will remember.

Parent's Communication Center Registration

New User Registration

Please select a username and password to use to access your student's information.

Login (6-20 characters)

Password (6-20 characters)

Re-type Password

Select secret question #1 What is your mother's maiden name?

Answer to question #1

Select secret question #2 What is your favorite color?

Answer to question #2

[Exit Web](#) [Logout](#) [Terms](#) [Help](#)

Complete and submit the information. You will see:

Parent's Communication Center Registration

New User Registration

Account created successfully!
Please click on the logout link to return to the main screen.

[Exit Web](#) [Logout](#) [Terms](#) [Help](#)

Click on **Logout** and you will go back to the Welcome screen.

Put in your username and password you just created and you will be able to look at your student's information. For each student, you will be able to look at attendance, conduct, discipline, grades, progress in classes, transcript, and curriculum progress by clicking on the labeled tab.

Parent's Communication Center

[Home](#) [Attendance](#) [Conduct](#) [Discipline](#) [Grades](#) [Progress](#) [Transcript](#) [Curriculum](#)

Welcome to the Parent's Command Center.
From here you can view student information for:

If you have any problems, feel free to call your child's school.

To link students so that you only need one login, please follow the instructions at the Link Students button.