



UPPER DARBY
SCHOOL DISTRICT

Drexel Hill Middle School

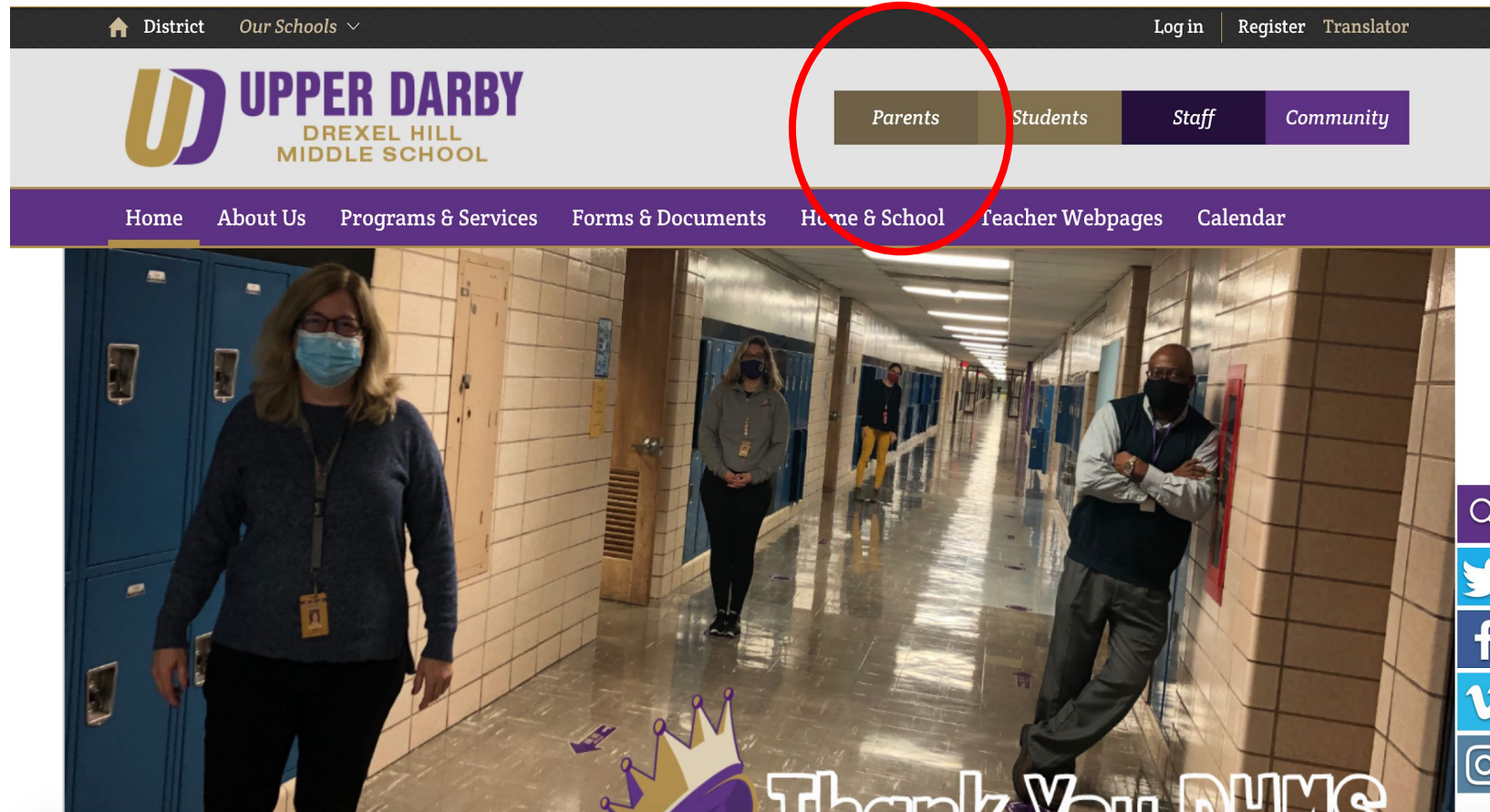
Home Access Center Alert Process

Accessing HAC Alerts

- The Home Access Center (HAC) can show families:
 - Report Card Grades
 - Interim Report Grades
 - Current Classwork Averages
 - Attendance for each period
- HAC Alerts can provide families:
 - Set Alerts for attendance and grades
 - Minimum and maximum range capabilities
- Families may view or adjust certain Registration Information:
 - email - YES
 - phone number - YES
 - address - NO - This can be changed at Central Registration

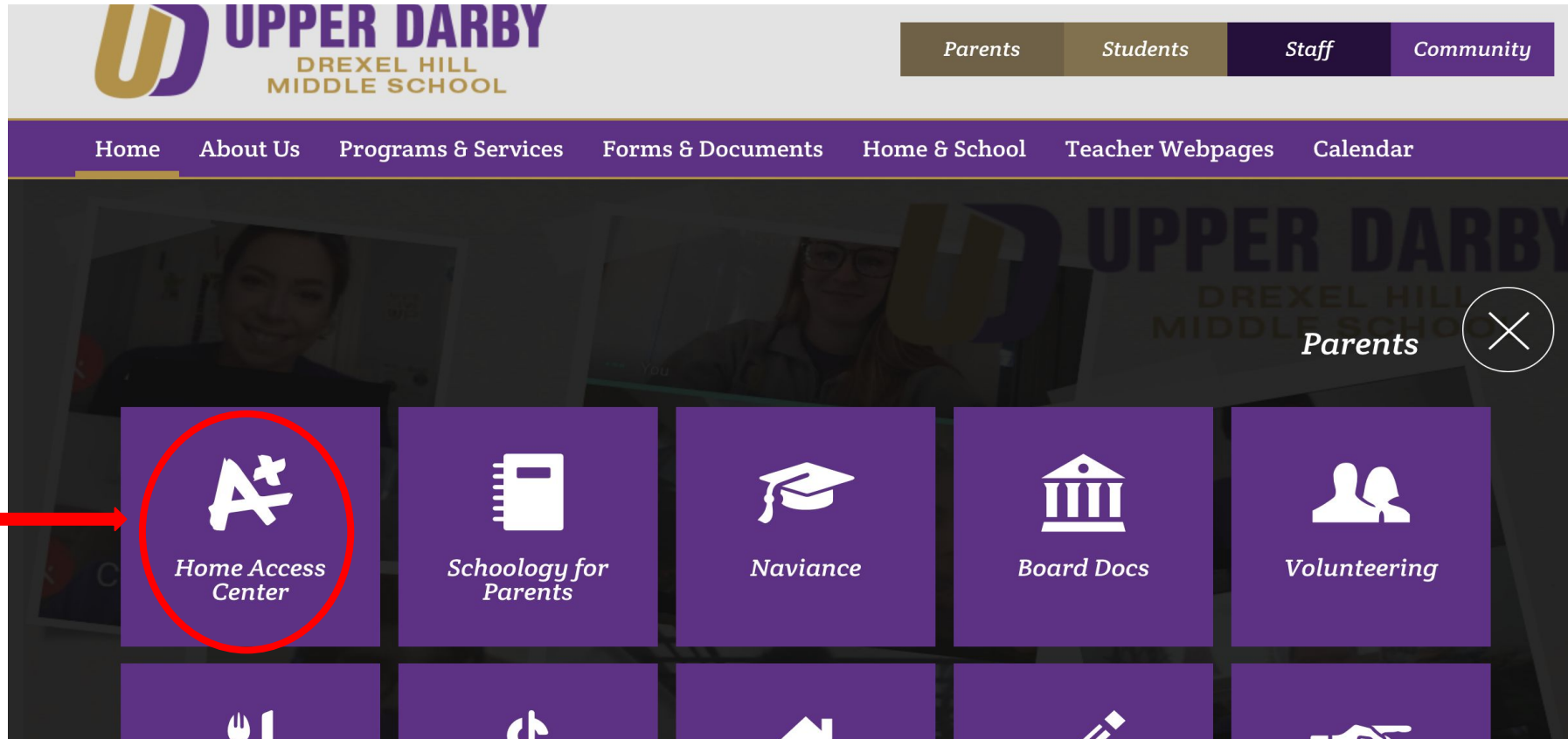
Navigate to the HAC

- From the District Website - CLICK “PARENTS”



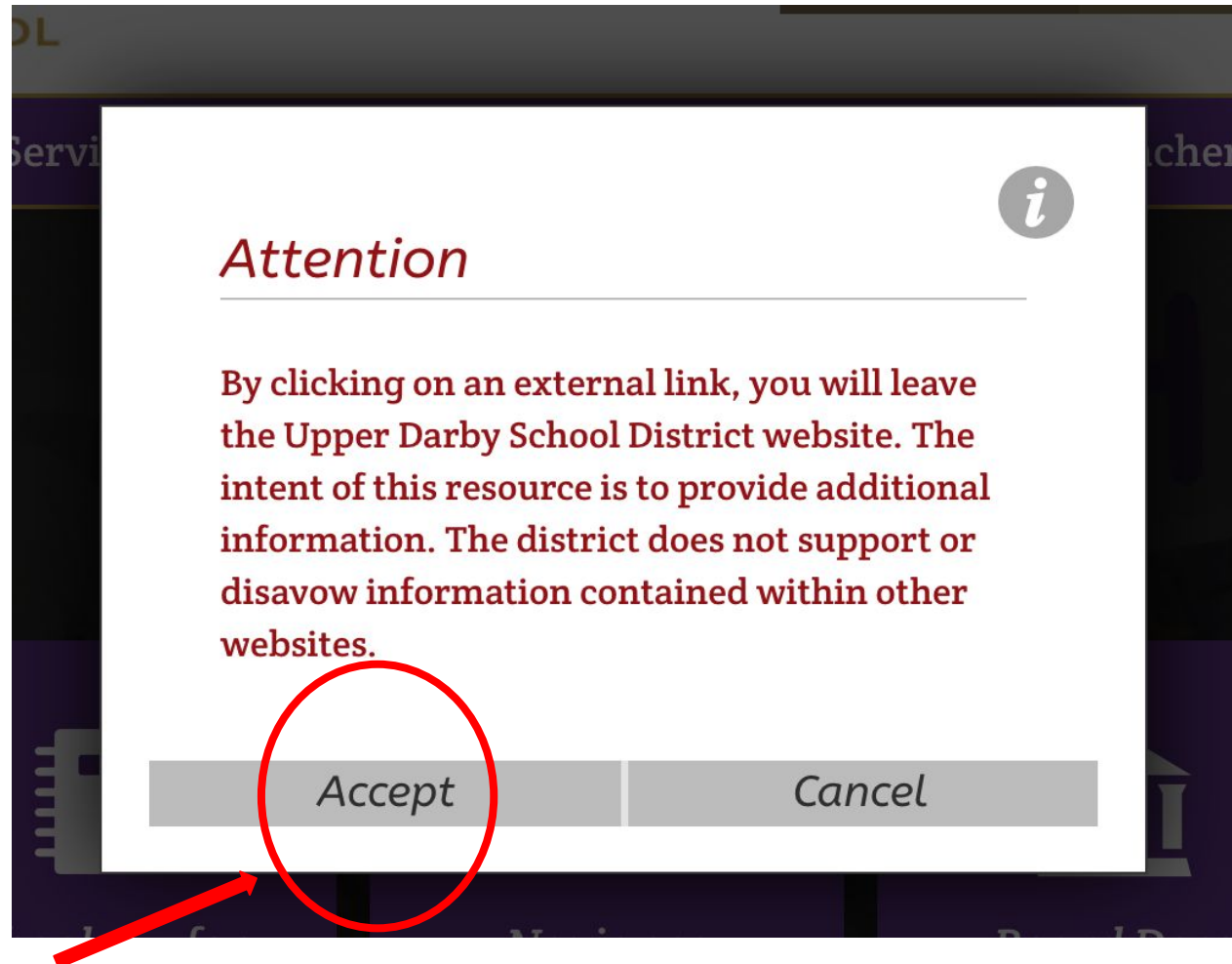
Navigate to the HAC

- From the “PARENTS” site - CLICK “HOME ACCESS CENTER”



Navigate to the HAC

- The HAC is an external link - CLICK “ACCEPT”



Navigate to the HAC

- The external link will take you to the HAC login page.
- If you have difficulty logging into the HAC, please reach out to:
 - 6th Grade - Mr. Evan Kramp,
ekramp@upperdarbysd.org
 - 7th Grade - Mrs. Fran McElhenney,
fmcelhenney@upperdarbysd.org
 - 8th - Mr. Peter Schiller,
pschiller@upperdarbysd.org

 **Home Access Center**

Please note: all user passwords are Case Sensitive

This Home Access Center website is used by multiple districts to allow parents to view their students' schoolwork and other information.

If the website cannot determine your school district, a district selection box will display above the login box. If you see the district selection box, please be sure to select the correct district before logging in.

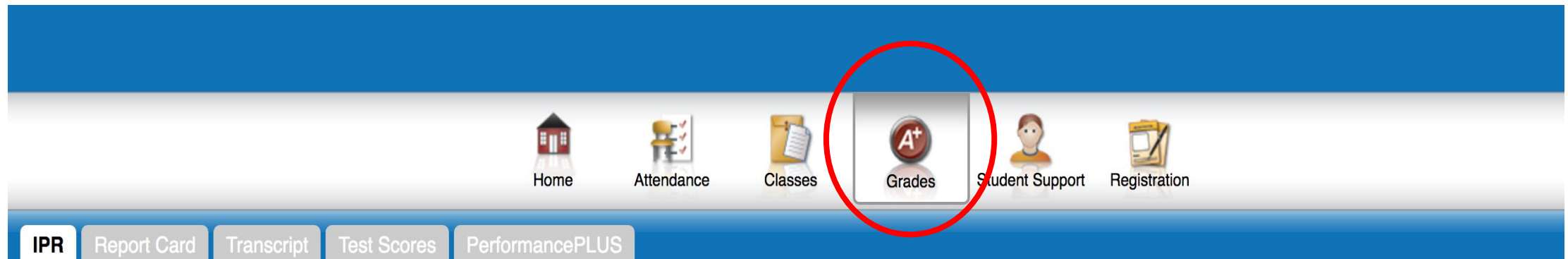
Please contact your school district if you experience any problems while accessing your student's information.

User Name

Password

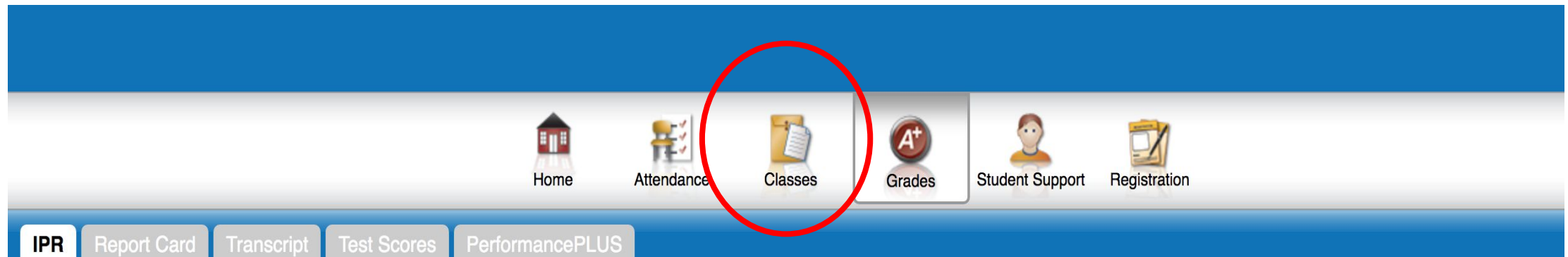
Inside the HAC

- CLICK “GRADES”
 - IPR will show you the middle of the marking period grade updates.
 - Report Card will show you the end of the Marking Period grades



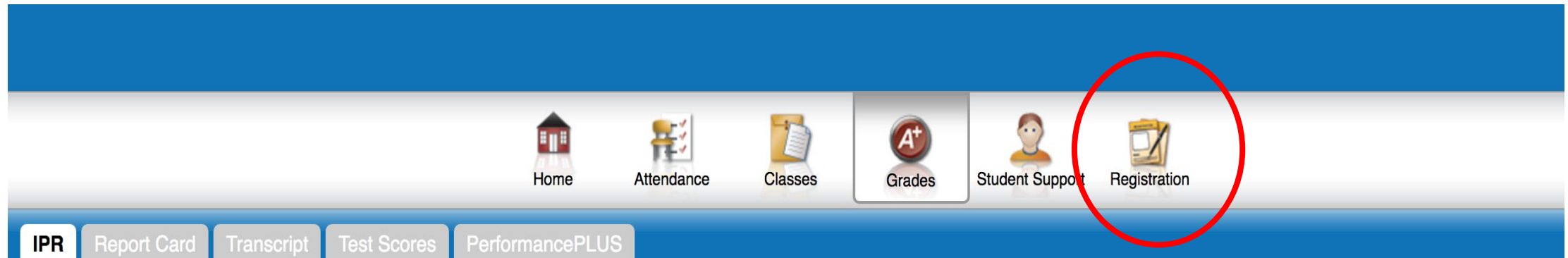
Inside the HAC

- CLICK “CLASSES”
 - Classes will show assignments and scores for each class.
 - Classwork does not report scores as soon as turned in, but should be up to date each week, once assignments are marked and entered by the teacher.



Inside the HAC

- CLICK “REGISTRATION”
 - Registration allows you to see your Address, Phone, and Email
 - You can edit your email address and your phone number
 - Address changes have to process through Central Registration



HAC ALERTS

- On the HAC screen, HOVER YOUR CURSOR over your name in the UPPER RIGHT-HAND CORNER.
- SELECT - “ALERTS”
- Alerts will show:
 - Attendance - When an attendance code is entered
 - Averages - in a defined range
 - Classwork - in a defined range
 - IPR - Each Progress Report Date
 - Report Card - Each Quarter

Alert Type	Receive Alert	Alert Details
Attendance	<input type="checkbox"/>	Limit alerts to specific absence codes.
Course Average	<input type="checkbox"/>	If my student receives a course average below <input type="text"/> % or above <input type="text"/> %.
Classwork	<input type="checkbox"/>	If my student receives an assignment average below <input type="text"/> % or above <input type="text"/> %.
Interim Progress	<input type="checkbox"/>	I would like to receive Interim Progress alert when it becomes available.
Report Card	<input type="checkbox"/>	I would like to receive Report Card alert when it becomes available.

Summary

- Through the Home Access Center you can see Progress Report and Report Card information.
- If you have difficulty logging into the HAC, please reach out to:
 - 6th Grade - ekramp@upperdarbysd.org
 - 7th Grade - fmcelhenney@upperdarbysd.org
 - 8th Grade - pschiller@upperdarbysd.org
- Families with multiple children as students in secondary schools may adjust alerts for each child.
- Through HAC you may subscribe to email alerts, including grades and attendance.
- Please check to see that your email and phone numbers are correct in the HAC.

Thank You!