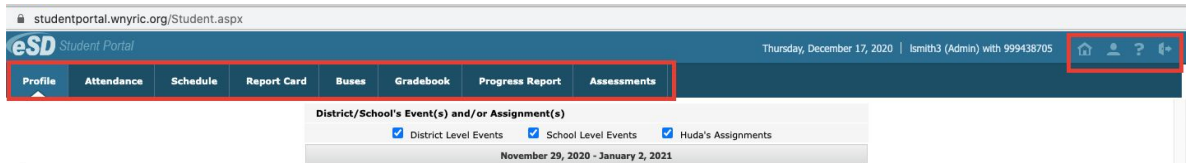
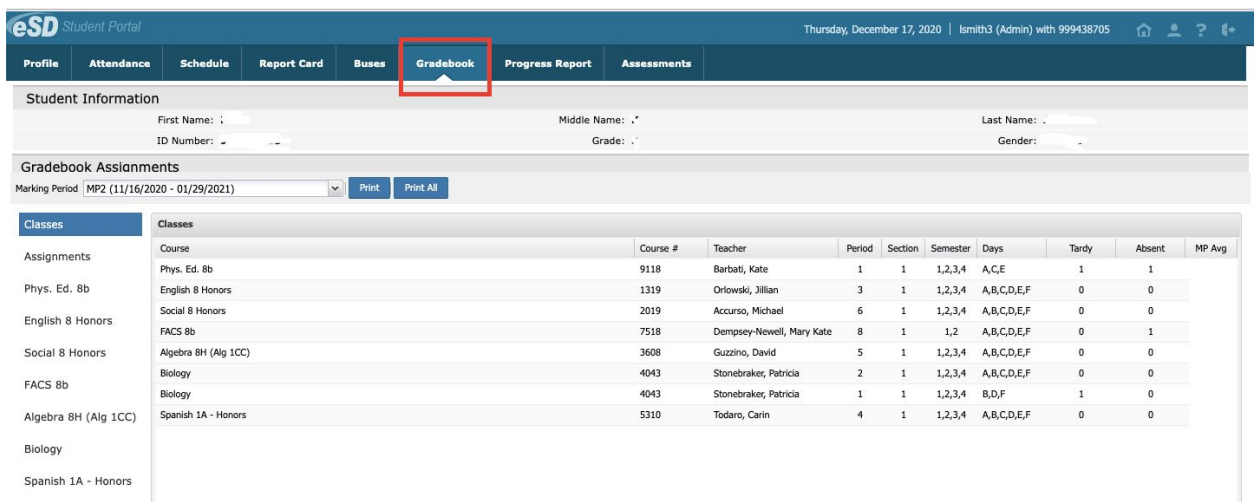


STUDENT Portal User Guide

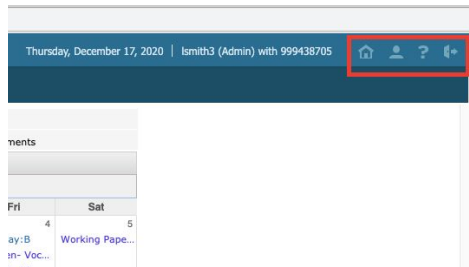
- 1) Log in to student portal. ([Student Portal Login Directions \(cheektowagak12.org\)](http://cheektowagak12.org))
- 2) Once logged in, you will see tabs listed at the top of your screen.



- 3) To access your **SCHEDULE** by period, click the **SCHEDULE** tab.
- 4) To access your **REPORT CARD** or **PROGRESS REPORT**, click the **REPORT CARD** or **PROGRESS REPORT** tabs. Check your email regularly to see when Progress Reports and Report Cards are updated and available.
- 5) The **GRADEBOOK** tab will have all of your classes listed, as well as each assignment for those classes. You can click through the classes listed in the far right column. You will be able to see if you are missing assignments or what your grades are on your tests/quizzes/homework/classwork. Check this regularly so you can keep yourself on track to pass all of your classes.



6) If you would like to change your password, click on the person picture in the upper right corner. You will be asked to enter your new password twice, and then save. Make sure it is a password that you will remember.



7) Email your grade level counselor if you have any questions or cannot access your portal.

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