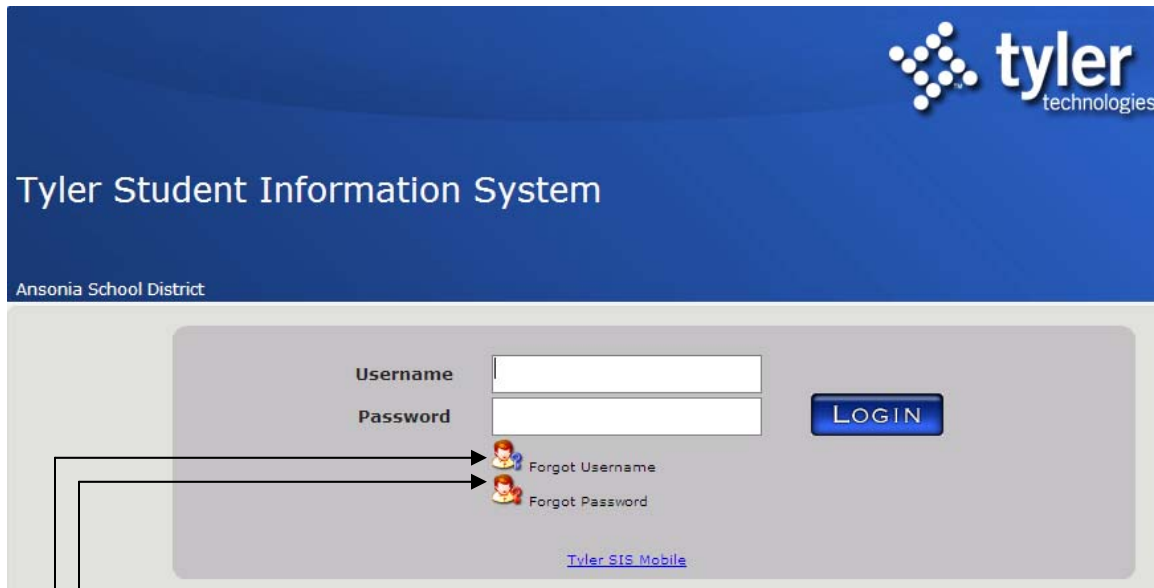


1. Access to Ansonia Tyler SIS Parent Portal

Go to: https://tems.ansoniam.org/tsi_live

(Link can be also found at www.ansoniam.org – under IMPORTANT LINKS → Click on Tyler SIS)



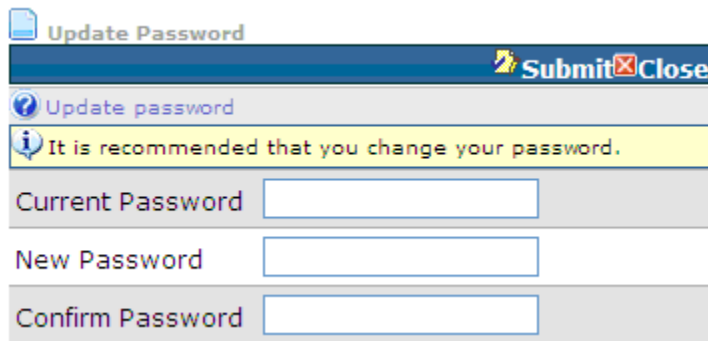
(Important: Forget your Username or Password? Click the appropriate links provided on the log on screen. Your password or username request will be sending to your email)

2. Enter your username and password.

3. Hit Enter on the keyboard or click LOGIN. Passwords are case sensitive

4. On the first login, the user will be prompted to change the password.

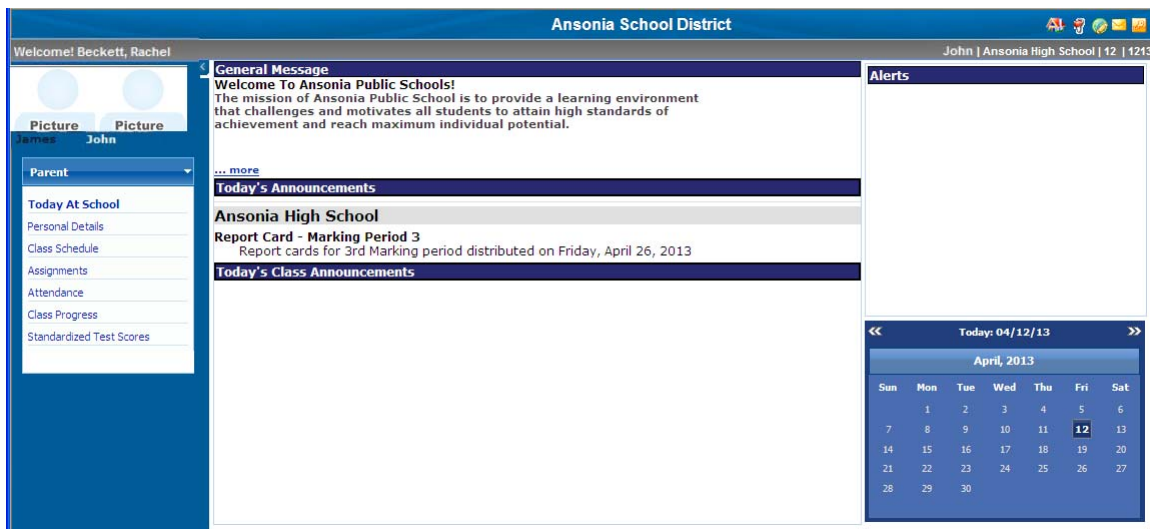
- a. Enter the **Current Password**
- b. Enter the new password in both the **New Password** and **Confirm Password** fields. The new password must differ from the current password. Ensure that the new password remains secure. Any time a password has been compromised, change it immediately. Instructions are included below
- c. Click **Submit** to save the changes and click Close to exit the screen



Overview

The Parent Login portal allows you to log on to the program and view information regarding your student. You can view the following screens:

- Today at School
- Personal Details
- Class Schedule
- Assignments
- Attendance
- Class Progress
- Standardize Test Scores



Access and Navigation – Home Page

In the upper left corner you will see the student name(s) with their photos. In the upper right corner are 5 small icons.



Home: Takes you back to the main screen for your account.

Password Change: Allows you to reset your password

Set Language: (Not currently available) will give the option to view the site in English, Spanish, or French.

E-mail: (Not currently available) Will eventually allow for communication within the system between parents and teachers.

Log Out: Allows you to exit the system.

Today at School

When you log on, the program displays the Today at School screen. The program defaults to the top left student as active. The program displays the Parent menu by default, and displays the student's name, school, and grade level in the banner at the top of the screen.

The Today at School screen displays names and photos of your students, as well as messages, announcements, and alerts. To view information for a specific student, select the student's picture.

Personal Details







On the Parent menu, select the Personal Details option. The program displays the Personal Details screen with basic demographic information of your child as well as all contact information. If you notice that some or all of your child's contact information is incorrect, please contact your child's school immediately.

Class Schedule

1. On the Parent menu, select the Class Schedule option.

The program displays the Class Schedule screen with a grid of the Student Class Schedule Information.

[Contact All Teachers](#)

Actions	Rotation	Day	Period	Term	Start Time	End Time	Course Number	Section	Course Name	Classrooms	Teacher Name	Enrollment Date	Withdrawal Code	Withdrawal Date	Dropped
	1	1	P2	Semester 1	8:21 AM	9:09 AM	61St-T1-1D	51-P2-M	61St-T1-1day	104	Nargi,Susan	9/4/2012		1/22/2013	
	1	1	P2	Semester 2	8:21 AM	9:09 AM	61St-T2-P2-1D	M-3	Study T2-P2-1D	215	Healey,Ellen	1/23/2013		6/28/2013	
	1	1	p7	Semester 1	1:01 PM	1:50 PM	61St-T1-P7-1D	1	Study T1,P7-1D	102	Hashemian,Federick	9/4/2012	01	9/13/2012	Y
	1	1, 2, 3, 4, 5	See Details	Semester 1	See Details	See Details	61414L	1	Anatomy & Physiology	214	Cruz,Flavia	9/4/2012		6/28/2013	
	1	1, 2, 3, 4, 5	p3	Semester 1	9:13 AM	10:01 AM	61500	1	AP Psychology	202	Contessa,Monica	9/4/2012		6/28/2013	
	1	1, 2, 3, 4, 5	p4	Semester 1	10:05 AM	10:53 AM	61640	3	Entrepreneurship	BL-1	Calabrese,Giovanna	9/4/2012		1/22/2013	

Assignments

The Assignments screen displays the student's assignments. This section allows you to view your student's assignments and the grades associated with them for the current term.

View assignments

1. On the Parent menu, select the Assignments option.
The program displays the Assignments screen.
2. Select a course from the Course list.
3. Select a grading period from the Grading Period list.
Note: The program automatically selects the current grading period and Academic Year based on the date. If you select "All", the program displays assignments regardless of the grading period in which they are assigned.
4. The program displays a grid with a list of assignments. (Please note – if teachers attach the assignment, click on "View attachment" to open it)

Parent > Assignments

Actions

Academic History: 1213

View Class Profile

Hide

Course: 61Sr. Priv.P-7, HCCcsp Eng IV, Advisory, His Am Soc Prob, Pers. Finance, Entrepreneurship, **Foods I**, Anatomy & Physiology, AP Psychology

Grading Period: Q3

Advanced Search

Course Name	Assignment Name	Category	Assignment Date	Due Date	Points Possible	Points Earned	Percentage	Comments
Foods I	Pancakes	Cooking Labs	2/25/2013	2/25/2013	18.00	18.00	100.00[100]	

View Attachments

Advanced search for assignments

Entry in all fields is optional.

1. Type the assignment due date in the Due Date boxes.
 2. Type the assignment letter grade in the Letter Grade box.
 3. Type the assignment date range in the Assignment Date Between boxes.
 4. Type the assignment percentage in the Percentage Between boxes.
 5. On the Actions menu, click Search.
- The program displays a list of assignments that match your search criteria.

View assignment details and comments

The program only displays the Comments button if a teacher adds a comment.

1. In the grid, find the assignment for which to view details.
2. Select the comment button in the Comments column.

The program displays the Detailed View window.

Print a PDF of assignments

1. On the Actions menu (Top of the screen towards the left), click Print PDF.
The program displays the attendance records in PDF format.

Attendance

The Attendance screen displays the student's attendance records.

View attendance records for selected courses

1. On the Parent menu, select the Attendance option.

The program displays the Attendance screen in the Default View.

2. Click the "+" sign next to a class to see the attendance totals for that particular class.

3. Select Detailed View from the **View** list. The program displays the Daily Attendance Summary screen

Parent >> Attendance

View Default View

Course/Team Name	Total Days	Total Absents	Total Presents
Course : 61St-T1-1day - 50-P2-F	83	0	18
Course : 61St-T1-1day - 51-P2-M	83	1	14
Course : 61St-T1-1day - 52-P2-T	83	0	17
Course : 61St-T1-1day - 53-P2-W	83	0	17
Course : Advisory - 22	132	1	131
Course : Anatomy & Physiology - 1	134	1	133
Course : AP Psychology - 1	132	1	131
Month	Total Days	Total Absents	Total Presents
September	19	0	19
October	19	0	19
November	17	0	17
December	15	1	14
January	20	0	20
February	13	0	13
March	19	0	19
April	10	0	10
Course : Entrepreneurship - 3	83	2	81
Course : Foods I - 4	49	0	49
Course : HCCccp Eng IV - 2	132	2	130
Course : His Am Soc Prob - 2	83	2	81
Course : Pers. Finance - 1	49	0	49

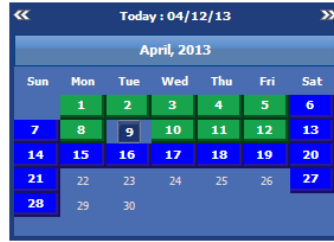
4. Select a course from the Course/Team Name list.

5. Select a date in the calendar.

6. The program displays all courses that meet on that day and the attendance code associated with it (i.e. you will be able to see if your child was present (P), on a field trip (FT), or if they have an unexcused absence (AU) that day.

Detail Attendance Summary

Course/Team Name Course : Foods I - 4



- Present
- Absent
- School Holiday (No School)

Single Day Summary

Course/Team Name	Is Present	Attendance Code
Course : Advisory - 22	●	P
Course : Anatomy & Physiology - 1	●	P
Course : AP Psychology - 1	●	P
Course : Foods I - 4	●	P
Course : HCCccp Eng IV - 2	●	P
Course : Pers. Finance - 1	●	P
Course : Study T2-P2-1D - T-15	●	P

Class Progress

The Class Progress screen displays the student's current class progress.

1. On the Parent menu, select the Class Progress option.
The program displays the Class Progress screen.

Parent >> Class Progress

[View Student Class Progress](#)

Term: High School Year Long Courses

Course #	Course Name	Section	Subject Type	Subject Area	Subject Credits	Q1		Q2		Exam S1		Semester 1	
						Score	Letter Grade	Score	Letter Grade	Score	Letter Grade	Score	Letter Grade
61500	AP Psychology	1	0	History Dept	1.00	84.00	84	80.00	80	90.00	90	84.00	84
61414L	Anatomy & Physiology	1	1	Science Dept	1.25	92.00	92	99.00	99	72.00	72	91.00	91
61165	HCCccp Eng IV	2	1	English Dept	1.00	94.00	94	85.00	85	87.00	87	89.00	89

Term: Semester 1

Course #	Course Name	Section	Subject Type	Subject Area	Subject Credits	Q1		Q2		Exam-S1	
						Score	Letter Grade	Score	Letter Grade	Score	Letter Grade
61542	His Am Soc Prob	2	2	History Dept	0.50	90.00	90	94.00	94		E
61640	Entrepreneurship	3	2	Business Dept	0.50	97.00	97	95.00	95		E

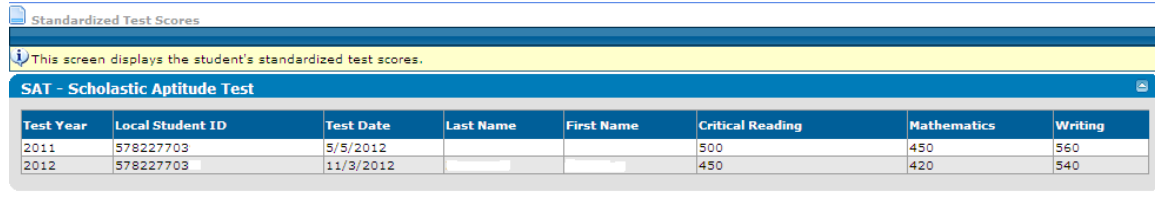
Term: Semester 2

Course #	Course Name	Section	Subject Type	Subject Area	Subject Credits	Q3		Q4		Exam-S2	
						Score	Letter Grade	Score	Letter Grade	Score	Letter Grade
61615	Pers. Finance	1	2	Business Dept	0.50						
61773	Foods I	4	2	Foods	0.50	100.00	100				
61Sr. Priv.P-7	61Sr. Priv.P-7	2	RG	MISC DEPT	0.00						

Standardized Test Scores

The Standardized Test Scores screen displays the student's test such as ACT (American College Testing), SAT (Scholastic Aptitude Test), or SAT SubTests (Scholastic Aptitude Test Sub Tests).

1. On the Parent menu, select Standardized Test Scores option.
The program displays the Student's Standardized Test Scores screen.
- 2.



The screenshot shows a software interface for viewing standardized test scores. At the top, there is a title bar that says "Standardized Test Scores". Below this is a yellow informational banner with an information icon and the text "This screen displays the student's standardized test scores." Underneath the banner is a blue header for the specific test type, "SAT - Scholastic Aptitude Test". The main content is a table with columns for Test Year, Local Student ID, Test Date, Last Name, First Name, Critical Reading, Mathematics, and Writing. Two rows of data are visible, corresponding to the years 2011 and 2012.

Test Year	Local Student ID	Test Date	Last Name	First Name	Critical Reading	Mathematics	Writing
2011	576227703	5/5/2012			500	450	560
2012	576227703	11/3/2012			450	420	540