

# Kenosha Unified School District's Infinite Campus Parent Portal

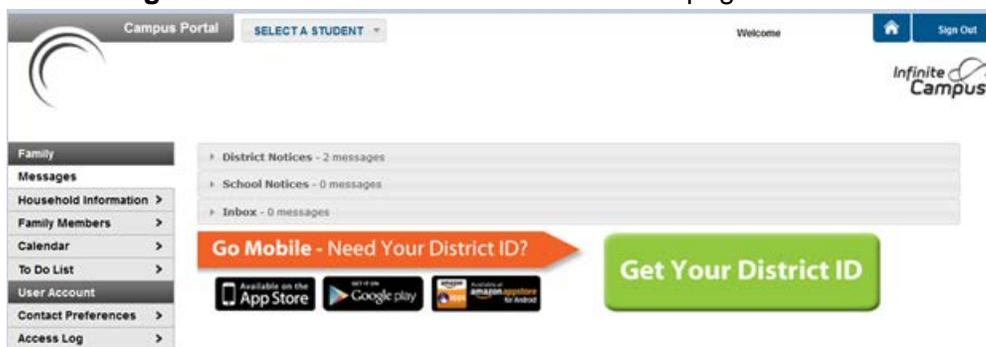
Help Desk 2/6/2015

KUSD's Infinite Campus Portal can be accessed by parents and guardians of enrolled students. Students also have access to the Portal, but are only able to access their own information.

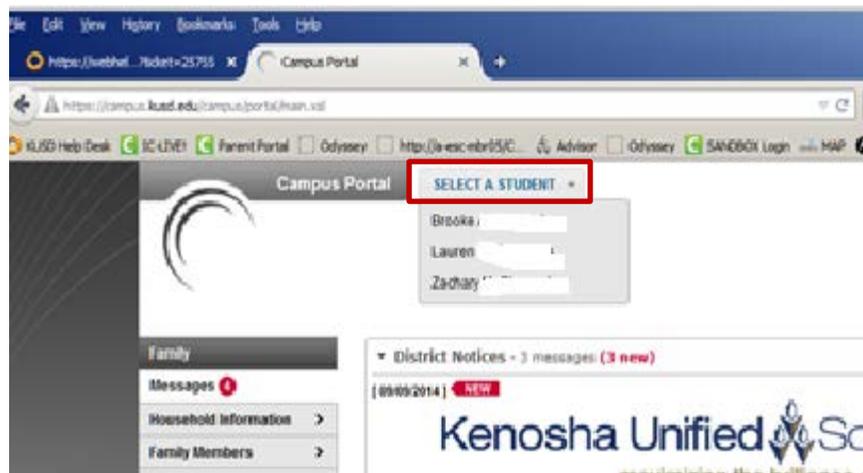
**Parents and students can access the Portal on a computer or on a mobile device.**

## Accessing the Campus Portal on a computer

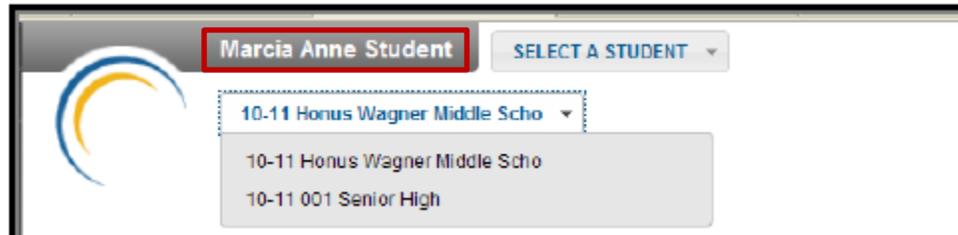
1. Go to [www.kusd.edu/portal](http://www.kusd.edu/portal). The preferred browsers are Google Chrome or Mozilla Firefox. Please disable the pop-up blocker.
2. Enter your parent portal user name and password. Contact [helpdesk@kusd.edu](mailto:helpdesk@kusd.edu) or call 262-359-7700 if you have any questions or problems logging in.
3. When you log in you will be taken to the Home page where you will find **Messages** from the District, a School, or a Teacher. When registration is open for students, a link to **Online Registration** will also be found on the home page.



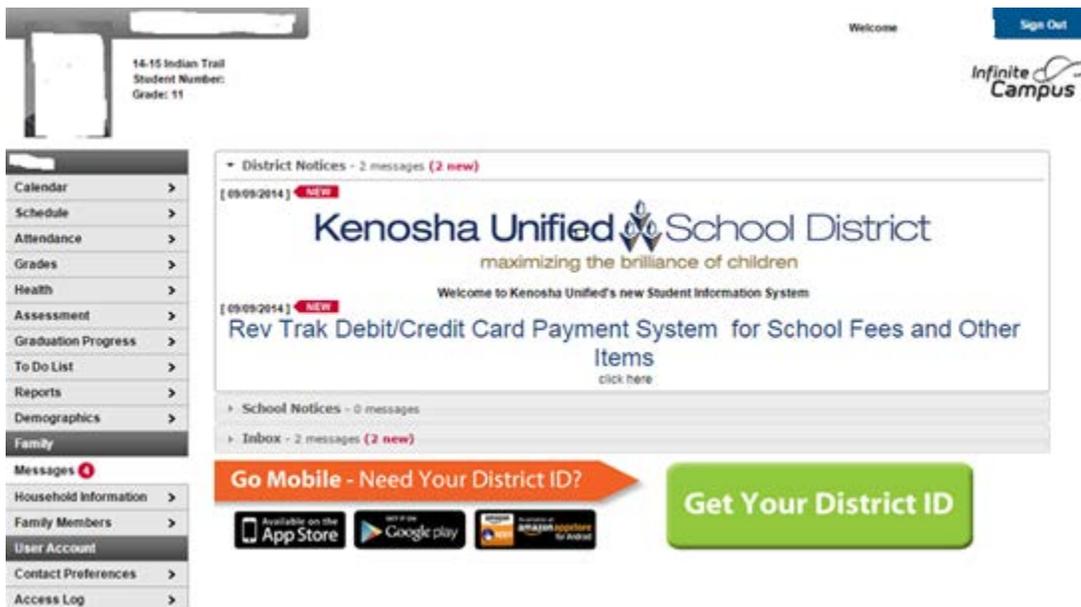
4. If you have more than one student, select a student from the drop-down list on the top-left of the screen.



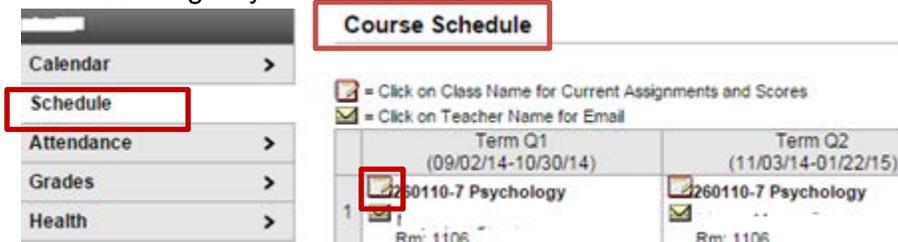
- If your student attends more than one school, click on the student name and select a school from the drop-down menu.



- Select an option in the left column to get more information about your student. *(Note: There are fewer options for an elementary school student than for a middle or high school student. The screenshot below is what a parent of a high school student sees.)*



- The **Schedule** tab will give you the student's **Course Schedule**.



If you click on the piece of paper and pencil icon or the course name it will take you to the Gradebook for that class.

**Grade Book Assignments for 260110-7 Psychology**

Teacher's comments about Anna:

**260110-7 Psychology**  
Teacher:

View the scoring rubric(s) and/or grading scale(s) for this class.

**Grading Task Summary**

Legend:  Final Grade  In-Progress Grade  Grade Not Available Yet

Grading Task	Quarters Q1	Quarters Q2	Quarters Q3
Course Work		B+ 88.01%	
Final Exam			

To view missing assignments, click on **To Do List** link.

To view the emergency contacts for your student, click **Demographics** link.

To update the household phone number, choose **Household Information & Update**

**Family**

Messages >

**Household Information**

Family Members >

Calendar >

To Do List >

**User Account**

Contact Preferences >

Access Log >

Kenosha Unified

**Household Information**

**Household: 1**

**Household Phone Number**

(262)

**Update**

**Household Address**

**Primary Address**

Kenosha, WI 53142  
Mailing: Yes

### **Accessing the Campus Portal on a mobile device**

Parents and students can access their Campus Portal information on Android and iOS devices using the Campus Mobile Portal app. Below are the steps to install the portal app on a mobile device.

*Note: The Kenosha Unified District ID# for the parent portal is **DYHLCH**.*

**Go Mobile Anytime. Anywhere.**



**One Touch.  
Tons of Info.**

Anytime, anywhere access.  
Get your Campus Portal information when you want it from your mobile device.

**Step 1** Download the App

Download the Infinite Campus Mobile Portal application from any of the following app stores:



**Step 2** Launch the Campus App and Enter your District ID

Select Settings.

Enter your District ID: **DYHLCH**

**Step 3** Enter Portal Account to Sign In

Enter your Campus Portal Username and Password

Select Log In / Sign In

**Help**

Find help, review mobile device requirements, or submit a request for support on the [Mobile Home](#) and [More Info](#) pages.

The icon of each category differs depending on what type of mobile device you are using.

### Student Information

Schools can choose to display the following information on the Mobile Portal:

iOS	Android	
		<b>Planner</b> View today's schedule and assignments due for each class
		<b>Assignments</b> Browse your assignments by specific class or due date.
		<b>Attendance</b> Review attendance events in summary and detail form.
		<b>Grades</b> Know your grades now. Forget about end-of-term report cards to know how you're doing.
Not available in iOS		<b>Schedule (Android Only)</b> Check your schedule from anywhere, at any time.
		<b>Food Service</b> Check your account balance. Available in districts using Campus Food Service

*Note: Food Service is not available for KUSD.*

Please be aware that we may temporarily turn off menu items such as grades or schedules during the summer or at the end of the grading period. If you have issues or concerns with the information in these areas, please contact your school.

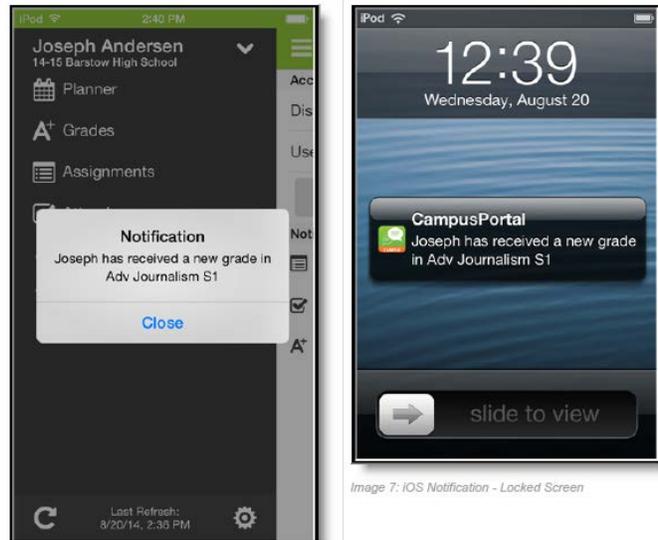
### Multiple Children

If you have more than one student, select the name of the student currently displayed and a list of other possible students display. Select the desired student from that list.

Only one account can be logged into the mobile portal at a time. If you have more than one Campus portal account to view student information, please contact the school to combine the accounts into one. However, if the students are in different districts, portal accounts cannot be combined.

## Notifications

If you turn the notifications on your mobile device on, portal will alert you of any changes in your student's data such as attendance changes, grade postings, and assignment scores.



## Refreshing data

To obtain up-to-date information, you may have to manually refresh the data. On an iOS device, select the refresh button in the bottom left corner. On an Android, select the refresh button on the upper left corner of the screen. The device has to have Internet access to refresh the data.

For iOS users, updates occur automatically every 15 minutes when you are logged into the app. If you close the app or you are not logged into the app, there is no refresh that occurs and notifications are not sent.

For Android users, a manual refresh is required, or log out of the app and log back in again.

