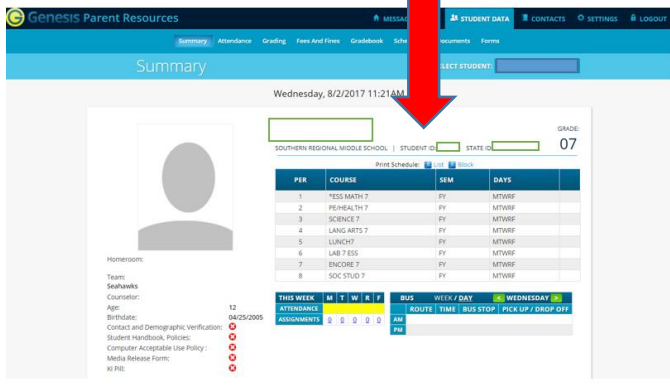
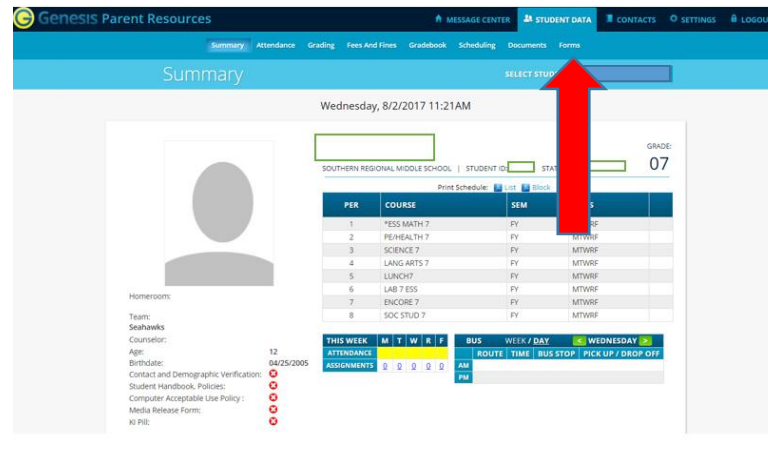


Genesis Parent Portal Frequently Asked Questions

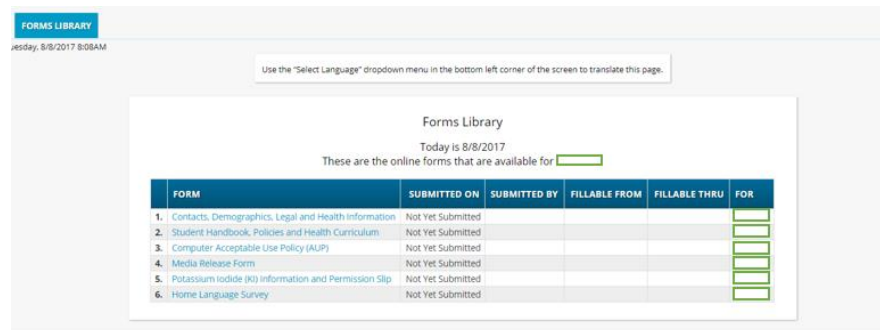
Question	Answer																																																																		
<p>Where do I get my login?</p>	<p>If you do not currently have a username and password to access this site, please contact your child's main office or guidance office to update your email address. An account will be created and you will receive an email explaining how to access this site. (NOTE: For incoming 7th graders, this information is emailed to parents/guardians in mid-August.)</p>																																																																		
<p>How can I print my child's schedule and bus information?</p>	<p>An email alert will be sent out when student schedules are available to print from the Parent Portal Summary Page. All bus information is on the schedule page.</p> <div style="text-align: center;">  <p>The screenshot shows the 'Genesis Parent Resources' Summary page for a student at Southern Regional Middle School. The page displays the student's name, team (Seahawks), and a list of courses for the semester. A red arrow points to the 'Print Schedule' link, which is highlighted in the original image. Below the course list, there is a section for 'THIS WEEK' showing the current date (Wednesday, 8/2/2017) and a bus schedule table.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>PER</th> <th>COURSE</th> <th>SEM</th> <th>DAYS</th> </tr> </thead> <tbody> <tr><td>1</td><td>ESS MATH 7</td><td>PY</td><td>MTWSP</td></tr> <tr><td>2</td><td>PE&HEALTH 7</td><td>PY</td><td>MTWSP</td></tr> <tr><td>3</td><td>SCIENCE 7</td><td>PY</td><td>MTWSP</td></tr> <tr><td>4</td><td>LANG-ARTS 7</td><td>PY</td><td>MTWSP</td></tr> <tr><td>5</td><td>LUNCH</td><td>PY</td><td>MTWSP</td></tr> <tr><td>6</td><td>LAB 7 ESS</td><td>PY</td><td>MTWSP</td></tr> <tr><td>7</td><td>ENGINEER 7</td><td>PY</td><td>MTWSP</td></tr> <tr><td>8</td><td>SOC STUD 7</td><td>PY</td><td>MTWSP</td></tr> </tbody> </table> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>THIS WEEK</th> <th>M</th> <th>T</th> <th>W</th> <th>T</th> <th>F</th> <th>S</th> <th>S</th> <th>BUS</th> <th>WEEK / DAY</th> </tr> </thead> <tbody> <tr> <td>ATTENDANCE</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>AM</td> <td>WEDNESDAY</td> </tr> <tr> <td>ASSIGNMENTS</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>PM</td> <td></td> </tr> </tbody> </table> </div>	PER	COURSE	SEM	DAYS	1	ESS MATH 7	PY	MTWSP	2	PE&HEALTH 7	PY	MTWSP	3	SCIENCE 7	PY	MTWSP	4	LANG-ARTS 7	PY	MTWSP	5	LUNCH	PY	MTWSP	6	LAB 7 ESS	PY	MTWSP	7	ENGINEER 7	PY	MTWSP	8	SOC STUD 7	PY	MTWSP	THIS WEEK	M	T	W	T	F	S	S	BUS	WEEK / DAY	ATTENDANCE	0	0	0	0	0	0	0	AM	WEDNESDAY	ASSIGNMENTS	0	0	0	0	0	0	0	PM	
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How do I complete the required forms for my child?

1. Click the Forms tab to access the Forms Library.



2. From the Forms Library screen, you will see a list of the forms that need to be completed for your child.



How do I change contact information?

1. Click on the Contacts and Demographic Information Form
2. Click to view your contact in a new tab

3. Click the blue square (pdf icon) to view the full contact information.

4. If any of the information is incorrect, print the page, make corrections, sign the form, and return it to the main office.
5. To navigate back to the Forms page, close the Contacts page and you will be redirected back to the previous page.

How do I check to make sure that I have completed all of the required forms?

On the Forms Library page, you will see a date and username in the submitted column next to each required form.

Can I change my responses after I submit the forms?

No. Any changes need to be communicated to the following staff members.

Grade Level	Contact Person	Phone	Email
7	Pam Zoladz	609-597-9481 ext. 4214	pzoladz@srsd.net
8	Val Canaley	609-597-9481 ext. 4216	vcanaley@srsd.net
9	Alicia Rossiter	609-597-9481 ext. 4303	arossiter@srsd.net
10	Linda Minafo	609-597-9481 ext. 4264	lminafo@srsd.net
11	Kayla Waters	609-597-9481 ext. 4301	kwaters2@srsd.net
12	Mary Lou Sprague	609-597-9481 ext. 4287	msprague@srsd.net

If you have any questions about Genesis, please contact one of our main office staff at the numbers above.