



Accessing and Viewing Course Grades and Narratives

Accessing and Viewing Course Grades

CCPS uses the school data system PowerSchool. Each student is assigned a PowerSchool account so you can track your student's performance over the course of their tenure here at Cottonwood. This system is designed to help you support your child by giving you immediate access to pertinent class information. To access your child's current and historical grades, please follow the steps below:

- Log into your student's PowerSchool account (ccps.powerschool.com/public).
 - If you do not remember your login and/or password, see Ms. Thannisch at the front desk.
- When you log in, the system will default to current year classes.
 - To view grades for individual classes, click on the grade for the course.
- For historical grades, click on Grade History on the left side of the screen.
- Click on the appropriate school year in which you wish to view grades for.
- Click on the course grade to view individual assignment grades and narratives.

Accessing and Viewing Narratives

At the end of each semester grading period, CCPS faculty write narratives discussing your student's performance during the course of the semester. To view these narratives follow the steps below:

- Log into your student's PowerSchool account (ccps.powerschool.com/public).
 - If you do not remember your login and/or password, see Ms. Thannisch at the front desk.
- On the left side of the screen click Grade History.
- Select the appropriate school year
- Click on the appropriate school year in which you wish to view grades for.
 - At the top of the screen you will see Teacher Comments.

By following the above steps you will be able to access all grades and narrative information for all courses during your student's time at CCPS.

Sincerely,
CCPS Administration