



How to Navigate **myEmbers** to Access:

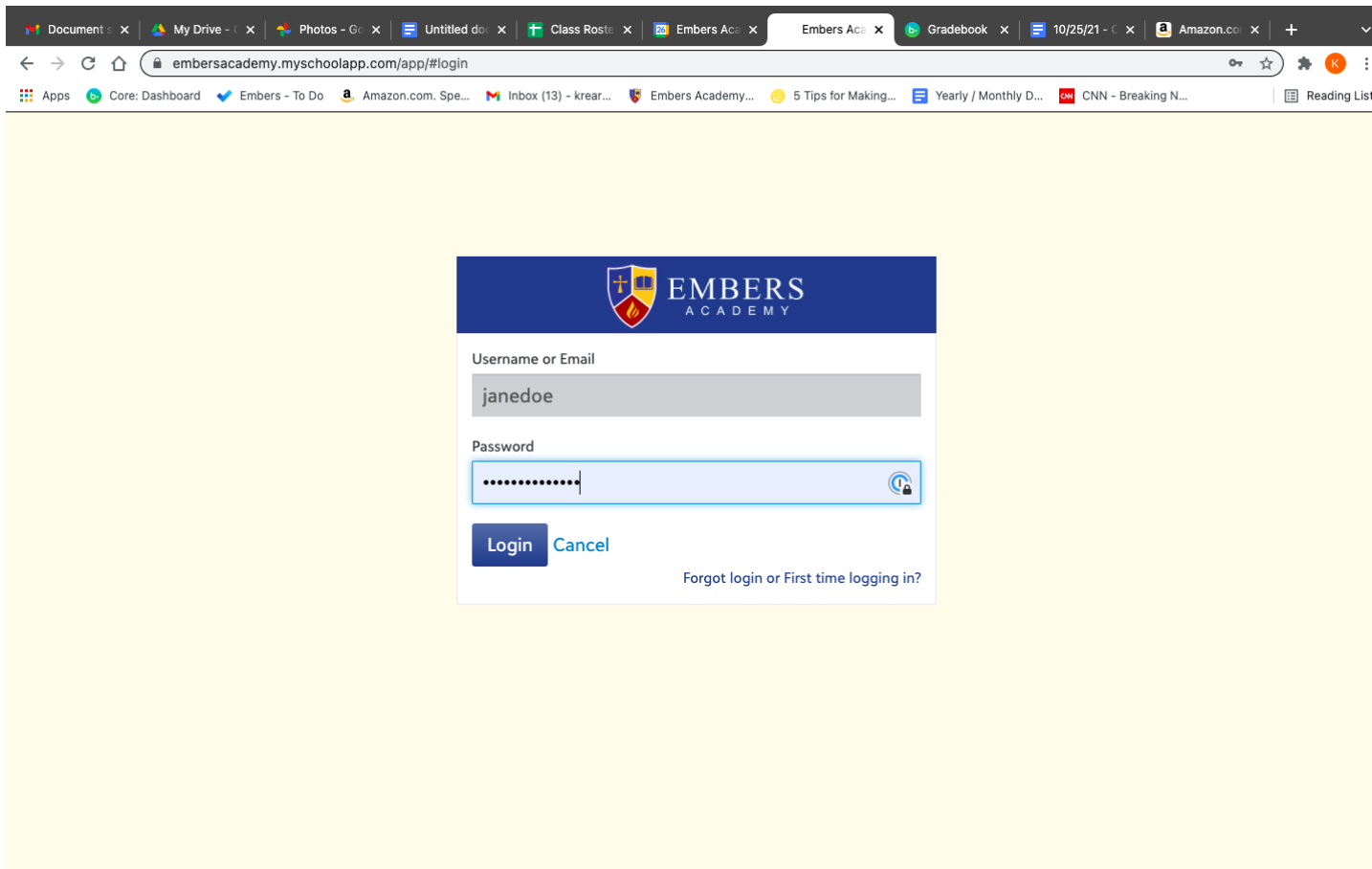
- **Classroom Newsletters.** Contains highlights of your student's classroom special events and projects, upcoming deadlines, important dates, and photos.
- **Your Child's Grades.** Stay up-to-date on your child's progress.
- **Report Cards.** As of the 2021-22 school year, all report cards will only be available through your **myEmbers** account. Please see details below.
- **Class Directories.** Look up Embers family, faculty and staff information by searching using student name or grade level.

myEmbers is the primary way for you to stay informed about your child's progress in school, classroom news, and important announcements. Please use this guide to set up your myEmbers account and quickly learn how to access this important information.

If you need further assistance, please contact Karen Reardon at kreardon@embersacademy.org or 847-518-1185.

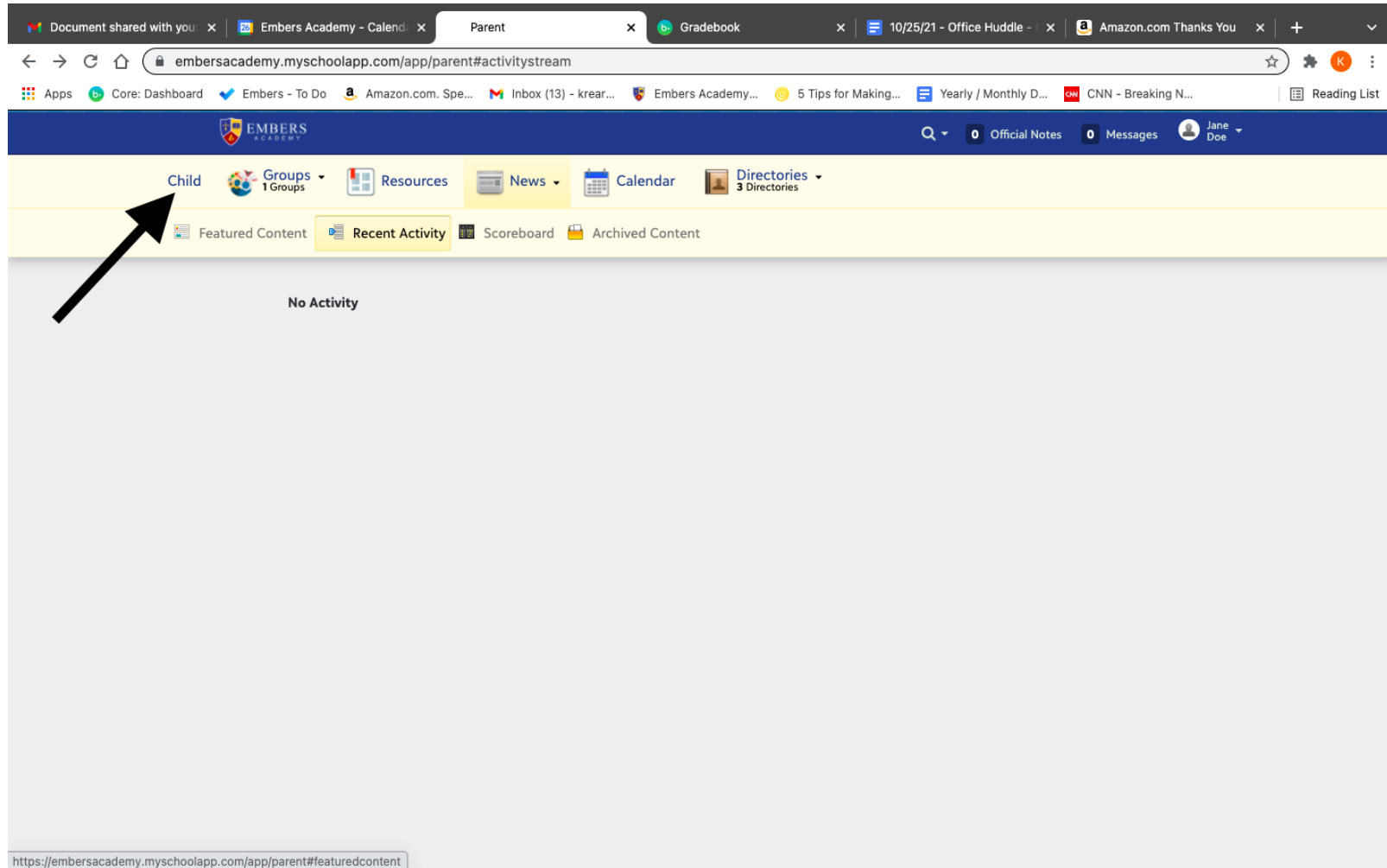
To Access *myEmbers*:

1. Please click [HERE](#) to sign in OR visit <https://embersacademy.myschoolapp.com/>
2. Enter your Username and Password to login. If you do not know your Username and Password, please contact Karen Reardon (kreardon@embersacademy.org).



The screenshot shows a web browser window with the address bar displaying embersacademy.myschoolapp.com/app/#login. The page features a blue header with the Embers Academy logo and name. Below the header, there is a login form with two input fields: "Username or Email" containing the text "janedoe" and "Password" containing masked characters. A "Login" button is positioned below the password field, and a "Forgot login or First time logging in?" link is located to its right. The background of the page is a solid light yellow color.

3. Once you've logged in, click on your child's name in the upper left corner of your screen.



4. After selecting your child's name, you will see the main page for their classroom news and information. Scroll down to view the 'Courses' that your child is enrolled in.

The screenshot shows a web browser with multiple tabs open, including 'Embers Academy - Calendar', 'Parent : Progress', 'Gradebook', '10/25/21 - Office Huddle', and 'Amazon.com Thanks You'. The address bar shows the URL 'embersacademy.myschoolapp.com/app/parent#profile/5363356/progress'. The page header includes the Embers Academy logo, a search bar, and navigation links for 'Official Notes' and 'Messages'. The main content area displays the profile for 'Child One '24', with address '1234 Main Street, Niles, IL 60714' and current grade '3rd Grade'. Below the profile is a 'Send message' button. A horizontal menu shows tabs for 'Progress', 'Schedule', 'Assignments', 'Conduct', 'Course Requests', and 'Contact Card'. Under the 'Progress' tab, there is a 'Select Grade' dropdown set to '3rd Grade'. Three summary cards are visible: 'Performance' (data not available), 'Conduct' (0 total infractions), and 'Attendance Summary' (0 absences). At the bottom, a 'Courses' section is highlighted with a black arrow. This section includes filters for 'Term' (1st Quarter, 2nd Quarter, 3rd Quarter, 4th Quarter) and 'Grades'.

To View Classroom Newsletters and Photos:

1. After you scroll down to view your child's 'Courses', click on the 'Homeroom' class:

The screenshot displays the Embers Academy parent portal interface. The top navigation bar includes the Embers Academy logo, a search icon, and links for 'Official Notes', 'Messages', and a user profile for 'Jane Doe'. Below this is a secondary navigation bar with tabs for 'Child', 'Groups', 'Resources', 'News', 'Calendar', and 'Directories'. The main content area lists several courses for the '1st Quarter | Embers Academy'.

Course Name	Assignments	Teacher
Grammar 3 - 1 1st Quarter Embers Academy	<ul style="list-style-type: none">Due TodayAssigned TodayActive	Sara Black Message
Handwriting 3 - 1 1st Quarter Embers Academy	<ul style="list-style-type: none">Due TodayAssigned TodayActive	Sara Black Message
History 3 - 1 1st Quarter Embers Academy	<ul style="list-style-type: none">Due TodayAssigned TodayActive	Sara Black Message
Homeroom 3 - 1 1st Quarter Embers Academy	<ul style="list-style-type: none">Due TodayAssigned TodayActive view latest	Sara Black Message
Music 3 - 1 1st Quarter Embers Academy	<ul style="list-style-type: none">Due Today	Robert Sadlowski rsadlowski@embersacademy.org

2. In the 'Homeroom' class, you will see the 'Announcements', 'News' and 'Photos':

The screenshot shows a web browser window with the URL `embersacademy.myschoolapp.com/app/parent#academicclass/89300519/5363356/bulletinboard`. The page features a blue header with the Embers Academy logo and navigation links. Below the header is a yellow bar with icons for Child, Groups, Resources, News, Calendar, and Directories. The main content area is divided into three sections: 'Welcome to 3rd Grade!', 'Announcements', and 'News'. The 'Announcements' section contains three entries with dates and text, followed by a 'Show All' button. The 'News' section contains a 'This Week's Peek of the Week' entry with a date and three sub-entries. The 'Photos' section is partially visible at the bottom. On the right side, there is a 'Links' section with three links: '3rd Grade Daily Schedule', 'School Yearly Calendar', and 'Parent Handbook', followed by a 'Show All' button. Three black arrows point to the 'Announcements', 'News', and 'Photos' sections respectively.

Document s x | My Drive - x | Photos - G x | Untitled doc x | Class Roste x | Embers Aca x | Parent : Bull x | Embers Aca x | 10/25/21 - C x | Amazon.co x | +

embersacademy.myschoolapp.com/app/parent#academicclass/89300519/5363356/bulletinboard

Apps | Core: Dashboard | Embers - To Do | Amazon.com. Spe... | Inbox (13) - krear... | Embers Academy... | 5 Tips for Making... | Yearly / Monthly D... | CNN - Breaking N... | Reading List

EMBERS ACADEMY

Child | Groups 1 Groups | Resources | News | Calendar | Directories 3 Directories

Welcome to 3rd Grade!

Announcements

10/25/2021 Just a friendly reminder to have your student finish reading their saint book and bring their information sheet filled out on this Thursday!

9/21/2021 Tomorrow students will be painting in Art class. If you have not done so already, please be sure to send in an art smock or old t-shirt. Thank you!

9/16/2021 Today, your student will be bringing home a chocolate lollipop they made yesterday in honor of Willie Wonka! Please ask them what they wrote about their creation!!

Show All

News

This Week's Peek of the Week

10/1/2021

Peek of the Week October 15

Peek of the Week October 1

Peek of the Week September 9

Photos

Links

3rd Grade Daily Schedule

School Yearly Calendar

Parent Handbook

Show All



3. To view a classroom newsletter, select it from the list under 'News'. The most recent newsletter is displayed first.


Document shared with you x Embers Academy - Calend x 10.15 Peek of the Week.pdf x Gradebook x 10/25/21 - Office Huddle - x Amazon.com Thanks You x +

drive.google.com/file/d/1jQTBfSNfilfXxY8WX7eUrzflGMrw1WQ6/view

Apps Core: Dashboard Embers - To Do Amazon.com, Spe... Inbox (13) - krear... Embers Academy... 5 Tips for Making... Yearly / Monthly D... CNN - Breaking N... Reading List

10.15 Peek of the Week.pdf Open with Google Docs

**3rd Grade Foxes - Peek at the Week**
Mrs. Black
October 15, 2021
Faith • Knowledge • Virtue

**Knowledge**

Mathematics - The students learned about elapsed time (analog watches make great gifts for 3rd graders!), fractions, and the Inverse Operation. Continue to practice multiplication facts at home.

Language Arts - The students learned about pronouns and who-which clauses in Grammar. The students are doing a really superb job at using all the new vocabulary words they have studied so far this year! They have also learned the spelling patterns for long 'i' and 'e'.

Reading - We read *Beauty and the Beast* and *Why the Sea is Salt* while discussing setting and illustrations in a text.

Looking Ahead	Faith
Wednesday, Oct. 20th - Math Test	We learned that God had a covenant with His chosen people and sent a prophet to help them get to the promised
Friday, Oct. 22nd - Religion Quiz, Geography Test on the e Page N1V Region, — Reading and Vocabulary Quiz, Spelling Test	

4. To see class photos, select the name of the folder you wish to view that is listed under ‘*Photos*.’

The screenshot shows a web browser window with multiple tabs open, including 'Embers Academy - Calend...', 'Parent : Bulletin Board', 'Gradebook', '10/25/21 - Office Huddle', and 'Amazon.com Thanks You'. The address bar shows the URL 'embersacademy.myschoolapp.com/app/parent#academicclass/89300519/5363356/bulletinboard'. The page header includes the Embers Academy logo and navigation links for 'Child', 'Groups', 'Resources', 'News', 'Calendar', and 'Directories'. The main content area features a 'Show All' button and a 'News' section titled 'This Week's Peek of the Week' with a date of 10/1/2021. Below the news section is a 'Photos' section, which is highlighted by a black arrow. The 'Photos' section displays a thumbnail image of a chalkboard with the text 'No Clever 3rd Grade FOXES' and a drawing of a fox. Below the thumbnail, the text 'Quarter 1' is displayed, followed by '8 photos' and '24 views'. A second black arrow points to the 'Quarter 1' text.

Document shared with you x Embers Academy - Calend... x Parent : Bulletin Board x Gradebook x 10/25/21 - Office Huddle x Amazon.com Thanks You x +

embersacademy.myschoolapp.com/app/parent#academicclass/89300519/5363356/bulletinboard

Apps Core: Dashboard Embers - To Do Amazon.com. Spe... Inbox (13) - krear... Embers Academy... 5 Tips for Making... Yearly / Monthly D... CNN - Breaking N... Reading List

EMBERS ACADEMY

Child Groups 1 Groups Resources News Calendar Directories 3 Directories

Show All

News

This Week's Peek of the Week

10/1/2021

Peek of the Week October 15

Peek of the Week October 1

Peek of the Week September 9

Photos

Quarter 1

8 photos 24 views

To view your child's grades and class work:

1. Scroll down to a particular class, i.e. Saxon Math. Here you can see the cumulative grade, thus far.

The screenshot shows the Embers Academy parent portal interface. The browser address bar displays the URL: embersacademy.myschoolapp.com/app/parent#profile/5202916/progress. The page features a navigation bar with links to Groups, Resources, News, Calendar, and Directories. Below this, a list of classes is displayed, each with its name, quarter, and cumulative grade. A black arrow points to the 'Saxon Math 4 - 1' class, which has a cumulative grade of 99.35%.

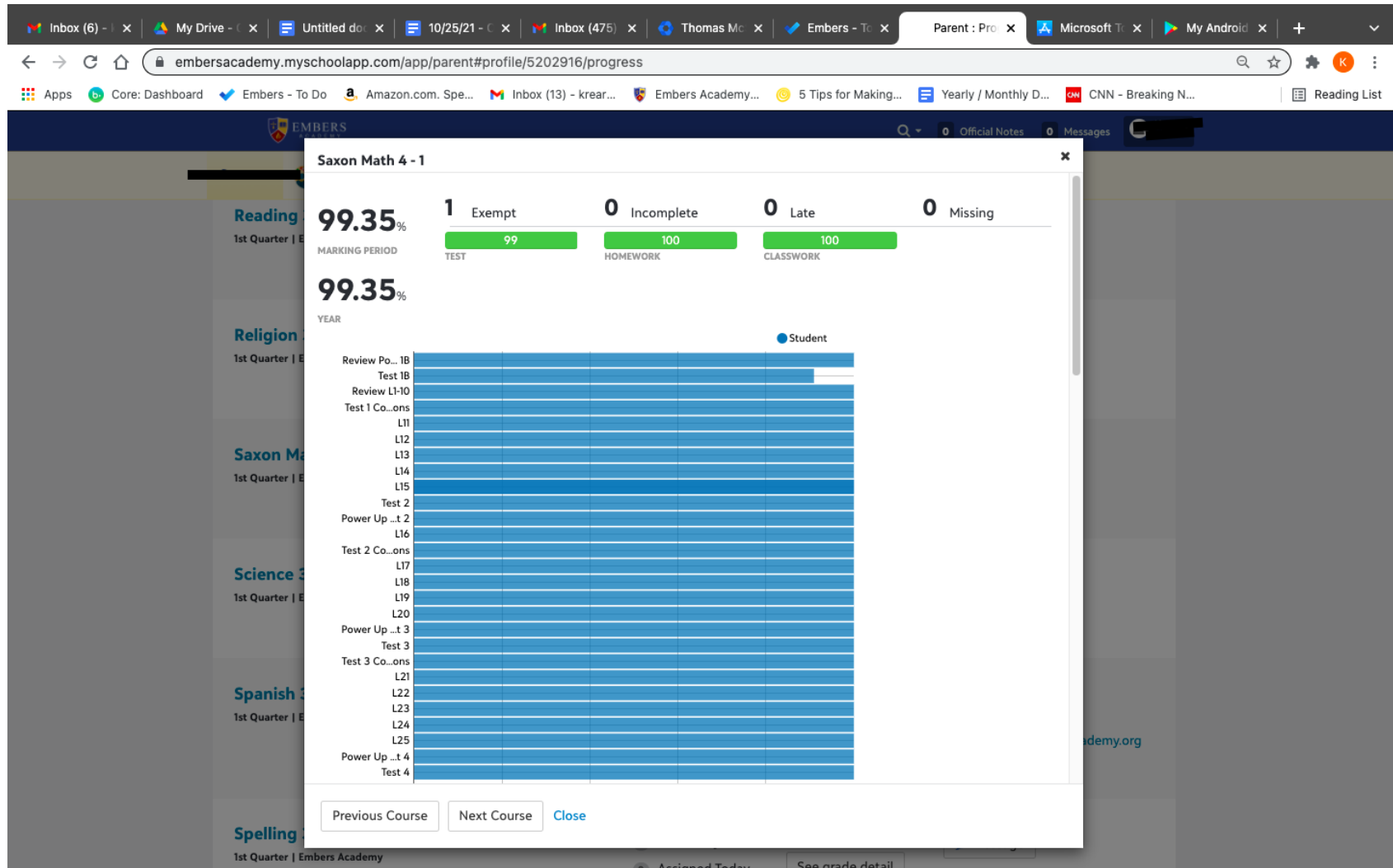
Class Name	Quarter	Cumulative Grade	Teacher
Reading 3 - 1	1st Quarter Embers Academy	97.78%	Sara Black
Religion 3 - 1	1st Quarter Embers Academy	100.00%	Sara Black
Saxon Math 4 - 1	1st Quarter Embers Academy	99.35%	Sara Black
Science 3 - 1	1st Quarter Embers Academy	100.00%	Sara Black
Spanish 3 - 1	1st Quarter Embers Academy	--	Brenda Fernandez
Spelling 3 - 1	1st Quarter Embers Academy	97.50%	Sara Black

2. To view the details of the cumulative grade in any particular class, click 'See grade detail'.

The screenshot shows the Embers Academy parent portal interface. The browser address bar displays the URL: `embersacademy.myschoolapp.com/app/parent#profile/5202916/progress`. The page header includes navigation links for Groups, Resources, News, Calendar, and Directories. The main content area lists five classes, each with a cumulative grade and a 'See grade detail' button. An arrow points to the 'See grade detail' button for Saxon Math 4-1.

Class	Quarter	Assignments	Cumulative Grade	Teacher
Reading 3 - 1	1st Quarter Embers Academy	Due Today Assigned Today Active	97.78%	Sara Black
Religion 3 - 1	1st Quarter Embers Academy	Due Today Assigned Today Active	100.00%	Sara Black
Saxon Math 4 - 1	1st Quarter Embers Academy	Due Today Assigned Today Active	98.79%	Sara Black
Science 3 - 1	1st Quarter Embers Academy	Due Today Assigned Today Active	100.00%	Sara Black
Spanish 3 - 1	1st Quarter Embers Academy	Due Today Assigned Today Active	--	Brenda Fernandez bfernandez@embersacademy.org

3. You can now see the full details of the homework, classwork and tests.



Report Cards

1. To view your child's most recent report card, return to the main page and select 'Report Cards' under 'Performance'.

The screenshot shows the Embers Academy parent portal interface. The browser address bar displays the URL: `embersacademy.myschoolapp.com/app/parent#profile/4976063/progress`. The page features a navigation bar with tabs for 'Parent', 'Children', 'Groups', 'Resources', 'News', 'Calendar', and 'Directories'. Below this, a 'Progress' tab is selected, showing a 'Select Grade' dropdown set to '2nd Grade'. The main content area is divided into three sections: 'Performance', 'Conduct', and 'Attendance Summary'. The 'Performance' section contains a link labeled '1 Report cards' with a green circle icon, which is highlighted by a black arrow. The 'Conduct' section shows '0 Total infractions'. The 'Attendance Summary' section shows '0 Absences' with 'View History' and 'View Totals' buttons. Below these sections is a 'Courses' section with filters for 'Term' (1st Quarter, 2nd Quarter, 3rd Quarter, 4th Quarter) and 'Grades'. It lists two courses: 'Art 2 - 1' and 'Geography 2 - 1', both for the 1st Quarter. Each course entry includes a list of assignments (Due Today, Assigned Today, Active) and a teacher's name and email address (Denise Wasserman and Lisa Zavacki) with a 'Message' button.

2. To view previous years' report cards, click on the drop down box in “*Select Grade*”.

The screenshot shows the Embers Academy parent portal interface. The browser's address bar displays the URL `embersacademy.myschoolapp.com/app/parent#profile/4976063/progress`. The page features a navigation bar with tabs for **Progress**, **Schedule**, **Assignments**, **Conduct**, **Official Notes**, **Course Requests**, and **Contact Card**. Below the navigation bar, there is a "Select Grade:" dropdown menu with "--Select--" as the current selection. A black arrow points to this dropdown menu. To the right of the dropdown, there are three summary cards: **Performance** (stating "Performance data not currently available."), **Conduct** (showing "0 Total infractions"), and **Attendance Summary** (showing "0 Absences" with "View History" and "View Totals" buttons). Below these cards is a **Courses** section with filters for **Term** (1st Quarter, 2nd Quarter, 3rd Quarter, 4th Quarter) and **Grades**. The courses listed are **Art 2 - 1** and **Geography 2 - 1**, both for the 1st Quarter. Each course entry includes an **Assignments** section with a progress indicator (two circles) and a contact person (Denise Wasserman for Art 2 - 1 and Lisa Zavacki for Geography 2 - 1) with a **Message** button. At the bottom of the page, a file named "2nd Grade - Q1 -pdf" is visible, and a **Show All** button is located in the bottom right corner.

3. Scroll down to the prior grade you would like to view.

The screenshot shows a web browser window with multiple tabs. The active tab is 'Parent : Progress' at the URL embersacademy.myschoolapp.com/app/parent#profile/4976063/progress. The page header includes a search bar, 'Official Notes' (0), 'Messages' (0), and a user profile for Sarah Ptacek. A navigation bar below the header contains links for Children (2 Children), Groups (1 Groups), Resources, News, Calendar, and Directories (3 Directories). The main content area has a tabbed interface with 'Progress' selected. A dropdown menu for 'Select Grade' is open, showing options: --Select--, 1st Grade (selected), 2nd Grade, 3rd Grade, 4th Grade, and 5th Grade. Below the dropdown, there are three summary cards: 'Perform' (1 Report cards), 'Conduct' (0 Total infractions), and 'Attendance Summary' (1 Emergency Closing Day). At the bottom, a 'Courses' section lists 'Art 1 - 1' and 'Geography 1 - 1', both for the 1st Quarter, with contact information for Julie Donovan.

Parent

EMBERS ACADEMY

Search 0 Official Notes 0 Messages Sarah Ptacek

Children 2 Children Groups 1 Groups Resources News Calendar Directories 3 Directories

Progress Schedule Assignments Conduct Official Notes Course Requests Contact Card

Select Grade --Select-- 1st Grade 2nd Grade 3rd Grade 4th Grade 5th Grade

Perform 1 Report cards

Conduct 0 Total infractions

Attendance Summary 1 Emergency Closing Day View History View Totals

Courses

Term: 1st Quarter 2nd Quarter 3rd Quarter 4th Quarter Grades: --

Art 1 - 1 1st Quarter | Embers Academy -- Julie Donovan jdonovan@embersacademy.org Message

Geography 1 - 1 1st Quarter | Embers Academy -- Julie Donovan jdonovan@embersacademy.org See grade detail Message

2nd Grade - Q1 -pdf Show All

4. You can now access the report card from that year by clicking on *'Report Cards'* under *'Performance'*.

The screenshot shows a web browser window with multiple tabs. The active tab is 'Parent : Progress' with the URL 'embersacademy.myschoolapp.com/app/parent#profile/4976063/progress'. The browser's address bar and tabs are visible at the top. Below the browser window, the Embers Academy parent portal interface is shown. The 'Parent' menu is open, and the 'Progress' tab is selected. Under the 'Progress' tab, there are several sub-tabs: 'Performance', 'Schedule', 'Assignments', 'Conduct', 'Official Notes', 'Course Requests', and 'Contact Card'. The 'Performance' sub-tab is active, and a black arrow points to the 'Report cards' link. Below the 'Performance' sub-tab, there are three main sections: 'Performance', 'Conduct', and 'Attendance Summary'. The 'Performance' section shows '1 Report cards'. The 'Conduct' section shows '0 Total infractions'. The 'Attendance Summary' section shows '1 Emergency Closing Day'. Below these sections, there is a 'Courses' section with a table of courses. The table has columns for 'Term', 'Course', 'Teacher', and 'Action'. The courses listed are 'Art 1 - 1' and 'Geography 1 - 1', both for the '1st Quarter' and 'Embers Academy'. The teacher for both is 'Julie Donovan' with email 'jdonovan@embersacademy.org'. The 'Action' column has links for 'Message' and 'See grade detail'.

Parent : Progress

embersacademy.myschoolapp.com/app/parent#profile/4976063/progress

Parent

Children 2 Children Groups 1 Groups Resources News Calendar Directories 3 Directories

Progress Schedule Assignments Conduct Official Notes Course Requests Contact Card

Select Grade: 1st Grade

Performance

1 Report cards

Conduct

0 Total infractions

Attendance Summary

1 Emergency Closing Day

View History View Totals

Courses

Term: 1st Quarter 2nd Quarter 3rd Quarter 4th Quarter Grades:

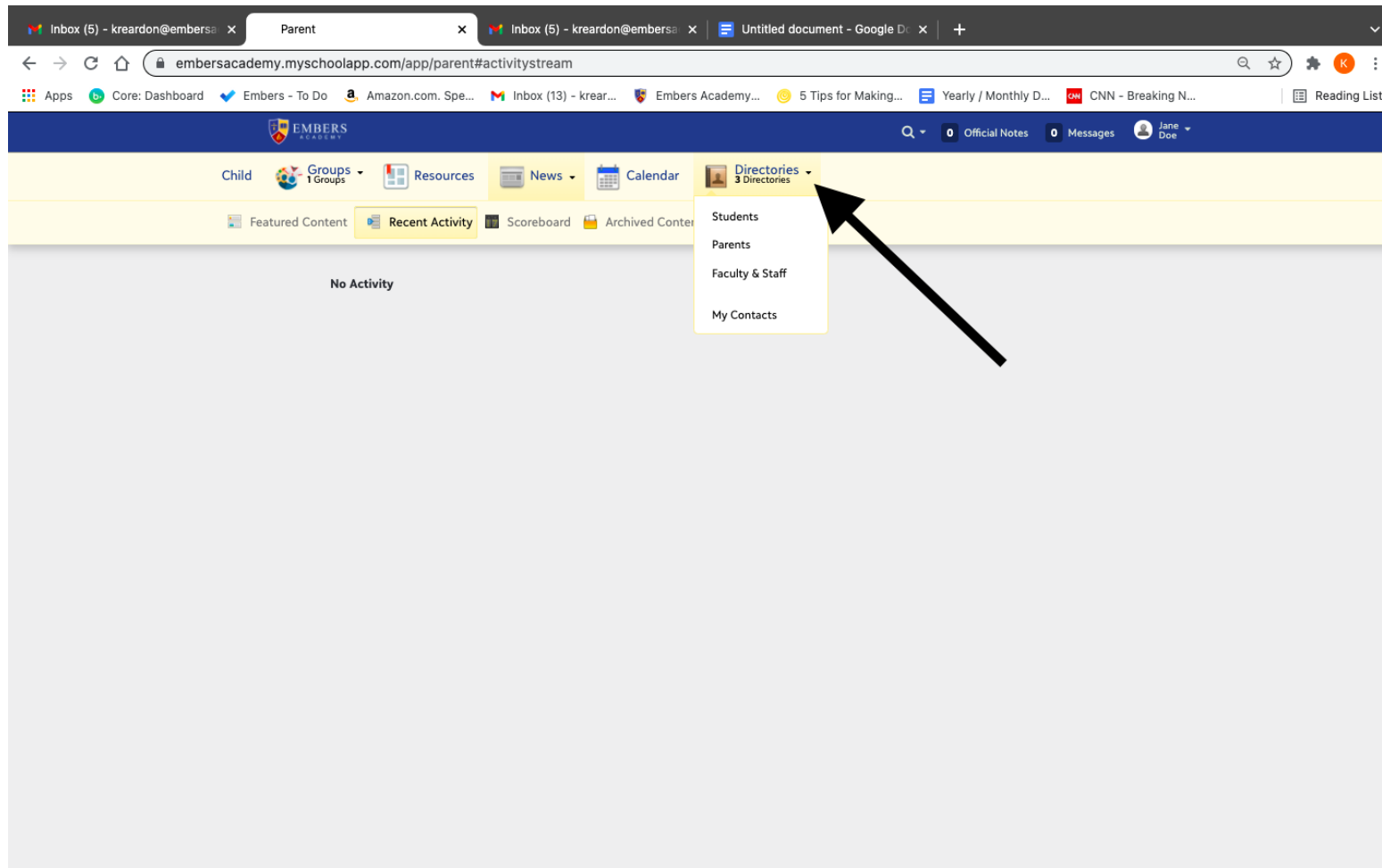
Art 1 - 1	1st Quarter Embers Academy	Julie Donovan jdonovan@embersacademy.org	Message
Geography 1 - 1	1st Quarter Embers Academy	Julie Donovan jdonovan@embersacademy.org	See grade detail Message

2nd Grade - Q1 -pdf

Show All

View the Directory

1. Click on 'Directories' in the upper middle portion of your screen. Then, select what you want to view: *Students, Parents, or Faculty & Staff*.



2. You can view the entire directory or select your child's grade, i.e. select '*3rd Grade*' to view just those students.

The screenshot shows a web browser window with the URL `embersacademy.myschoolapp.com/app/parent#directory/2588`. The page is titled "Students Directory" and displays a list of 22 total results. Each result is represented by a blacked-out name and a "Show additional Information" button. To the right of the list is a sidebar titled "Student Grade" with a list of grade options: All, Preschool 3 (20), Preschool 4 (26), Kindergarten (29), 1st Grade (33), 2nd Grade (30), 3rd Grade (22), 4th Grade (31), and 5th Grade (32). The "3rd Grade (22)" option is selected, indicated by a blue checkmark. A black arrow points to this selected option. The sidebar also includes a "Show Less" button at the bottom.

Student Grade	Count
All	-
Preschool 3	20
Preschool 4	26
Kindergarten	29
1st Grade	33
2nd Grade	30
3rd Grade	22
4th Grade	31
5th Grade	32

3. Scroll down to the student you wish to view.

The screenshot shows a web browser window with multiple tabs open. The active tab is 'Parent : Directory' at the URL embersacademy.myschoolapp.com/app/parent#directory/2588. The page header includes the Embers Academy logo and navigation links for Children (2 Children), Groups (1 Groups), Resources, News, Calendar, and Directories (3 Directories). The main content area is titled 'Students' and displays a list of student entries. Each entry consists of a redacted name, a 'Show additional Information' button, and an 'Options' button. The second entry in the list is 'Child One '24', which is highlighted by a large black arrow. The interface also includes a search bar, a filter dropdown set to 'Include All Fields', and view options for List, Grid, and Map.

4. To see additional information such as parents' names, home address, email or phone, click '*Show additional information*'.

The screenshot displays a web browser window with multiple tabs open, including 'Embers Social Committee', 'Photos - Google Photos', 'My Drive - Google Drive', 'Untitled document - Google', 'Gmail', and 'Parent : Directory'. The active tab is 'Parent : Directory' showing the URL `embersacademy.myschoolapp.com/app/parent#directory/2588`. The page header features the Embers Academy logo and navigation links for 'Official Notes', 'Messages', and a user profile for 'Jane Doe'. Below the header is a yellow navigation bar with icons for 'Children', 'Groups', 'Resources', 'News', 'Calendar', and 'Directories'. The main content area is titled 'Students' and contains a list of student entries. The first entry is expanded, showing details for 'Child One '24' with a home address, parent name 'Jane Doe', email 'janedoe@me.com', and phone '773-555-555'. A large black arrow points to the parent's email address. Each entry has a 'Show additional Information' button and an 'Options' dropdown menu.

5. You can also print the entire directory or your search results.

The screenshot shows a web browser window with multiple tabs. The active tab is 'Parent : Directory' at the URL embersacademy.myschoolapp.com/app/parent#directory/2588. The page header includes the Embers Academy logo and navigation links for Children, Groups, Resources, News, Calendar, and Directories. The main content area is titled 'Students Directory' and features a search bar with 'Students' entered. Below the search bar, there are tabs for 'List', 'Grid', and 'Map', along with a print icon. A dropdown menu is open from the print icon, showing options: 'Print Entire Directory', 'Print Family Directory', and 'Print Search Results'. A black arrow points to the print icon. The search results show 22 total results, with the first four students listed: Ramona Allen '24, James Anastasi '24, John Paul Bahjat '24, and Aturina Bayzoo '24. Each student entry has an 'Options' button and a 'Show additional Information' button. On the right side of the page, there is a sidebar with a list of grade levels and their corresponding student counts: Preschool 3 (20), Preschool 4 (26), Kindergarten (29), 1st Grade (33), 2nd Grade (30), 3rd Grade (22) (which is selected with a blue checkmark), 4th Grade (31), and 5th Grade (32). A 'Show Less' button is at the bottom of this sidebar.

Students Directory

Students Include All Fields

Results

22 Total Results

Ramona Allen '24 Options

James Anastasi '24 Options

John Paul Bahjat '24 Options

Aturina Bayzoo '24 Options

Print Entire Directory
Print Family Directory
Print Search Results

Preschool 3 (20) ✓
Preschool 4 (26) ✓
Kindergarten (29) ✓
1st Grade (33) ✓
2nd Grade (30) ✓
3rd Grade (22) ✓
4th Grade (31) ✓
5th Grade (32) ✓
Show Less