

Parent Portal Directions

<http://www.kenton.k12.ny.us/portal>

FIRST TIME LOG IN – DO THIS ONLY ONCE

Click on HELP to get the screen for the activation key:

This will allow you to access the page to activate your account:

If you have been assigned a Campus Portal Activation Key, [click here](#)

****If you do not have an Activation Key Number, you will need to send an email to ICportal@ktufsd.org**

Enter your **Activation Key** and Click **Submit**

You will be prompted to create a **Username** and **Password** - The password needs to be at least 8 **characters** and **include a combination of letters, numbers and/or special characters**.

Campus Portal account creation successful! Kenmore Town of Tonawanda U.F.S.D.

Welcome [redacted] you are now ready to create your Campus Portal account. You must enter a user name and password that you will use to access Campus Portal in the future.

User Name
lwende

Password
●●●●●●●● 100%

Verify Password
●●●●●●●●

Create Account

Click on **Create Account**

For security reasons, the system will make you create a “strong” password.

You will get a message that your account was created. **Select the click here link to go to the portal to login**

Campus Portal

Campus Portal account creation Kenmore Town of Tonawanda U.F.S.D.

Congratulations! You have successfully created your Campus Portal account. [Click here](#) to enter Campus Portal login page.

Infinite Campus Transforming K12 Education®

Campus Portal

Kenmore Town of Tonawanda U.F.S.D.

User Name
[input field]

Password
[input field]

Sign In >>

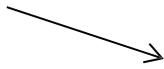
HELP ▾

You may now log into your account.

Portal Screen

If you have one child, the portal will go directly to the child's information.

If you have **more than one child**, you will have to select the student at the top of the screen:



Under the Student's name:

Calendar will bring up assignment information for each student that has any assignments. You can hover over the assignment and it will give you a quick view of the assignment or you can click on the assignment for more detailed information.

Calendar	
Schedule	>
Attendance	>
Grades	>
Reports	>
Demographics	>

→ **Schedule** to view your student's schedule. Once you are viewing the schedule, use the icon shown on the next page to access assignments.

→ Click on the class name or the **Notebook** icon to bring up the teacher's grade book.

Course Schedule

 = Click on Class Name for Current Assi

 = Click on Teacher Name for Email

	Term 01 (09/04/12-11/09/12)
	7070-1 CHORUS 7
	Connor, Cynthia Rm: 245

→ Click on the **Reports** to view your student's schedule & report card.
Under the **Family** name:

Family	
Messages 1	>
Household Information	>
Family Members	>

→ Click on **Household Information** and it will bring up Household phone number and Household Primary address

→ Click on **Family Members** and it will bring up Family member relationships and information

If you need to change your password use the **User Account Feature**

User Account
Account Management

Change Account Password ?

New Password 0%

Verify New Password

Save Changes

Current Password

Sign Out

Please make sure you Sign out (top right corner)

If you have any problems, including password issues, please email:

ICportal@ktufsd.org

To have your password reset, we will have to be able to verify your identity or mail the new information to your residence.