



Parent Portal Information

<https://www.montessorirx.com/OnlineAccessIndex.cfm>

Log-in

- ✓ Get your username and password from Kim at kim.roscoe@agbms.org
- ✓ If you are using an iPad or iPhone you need to go to iTunes to download Rover (this will mimic Adobe Flash Player – which is a must to view this website).
- ✓ Google chrome is the best search engine to access pictures and videos on MRX

Once you log in, you will see our “welcome screen” and some menu items at the top.

Bookmark this address after initial set up <https://www.montessorirx.com/ParentPortal.cfm>

Personal Information – This area enables you to update phone, address etc.

Contacts

- ✓ Select Basic to check your name and address (top phone number will be listed as the emergency contact)
- ✓ If you don't want your contact information available to other AGBMS families, uncheck the choice to be in the school directory
- ✓ Select on-line access to change your password

Students

- ✓ **If you have multiple students at the school you will need to navigate between the classrooms at the bottom of the screen**
- ✓ Change your child's basic info, medical information, and view yourself as an emergency contact

Attendance - This area enables you to check on your child's attendance records

- ✓ Generate an attendance report by picking a term or by choosing dates
- ✓ View a summary or a summary with details (shows a list by day and includes attendance information and comments)

Reports – this area enables you to see the lessons and activities your child is working on

Cumulative Record

- ✓ Highlight child's name in orange
- ✓ Highlight school term or select dates you'd like to look up
- ✓ Select a subject area (or “select all” at the bottom)
- ✓ Choose to see only the lessons worked on or all the lessons in the classroom
- ✓ Click “view report” in the lower right-hand corner

Student Activity - (Same as Cumulative Record but there are a variety of ways to view this information – Depending on what you check in the lower right-hand corner)

- ✓ *View Data* - the data with all the details
- ✓ *View Report* – the data is in a report format
- ✓ *Export to Excel* – the data and all the details in an excel spreadsheet

Birthday List - view a list of the children in your child's class listed by birth date

School Info

- ✓ Holidays - view school holidays etc (we are still updating this information)
- ✓ School Terms View the different terms for your child's classroom – Fall 2013 or Spring 2014
- ✓ Class Directory – generate a directory for the children and parents in your child's classroom
- ✓ School Directory – generate a school directory

***if you wish to keep your information off these directories, uncheck the box under Personal Info**

Parent Resources

Video Library

- ✓ *AGBMS introduction page*
- ✓ *Assistant Training* – view videos designed to train teaching assistants in Infant-Toddler and Early Childhood (Children's House)
- ✓ *Continuing Education* – watch presentations of the materials in EC (Children's House) and elementary.
- ✓ *Parent Orientation* – watch videos designed to explain Montessori concepts to parents of children birth through adolescence.
- ✓ *Montessori Pioneers* – listen to some of the best Montessori teachers in the world as they explain anything from diaper changes to the Language curriculum.
- ✓ *My Students Photos/Videos* – Highlight your child's name in orange and view photos or videos we have uploaded. (To see a child in another classroom, remember to change the classroom at the bottom of the screen)

Direct any further questions to
Kim Roscoe at kim.roscoe@agbms.org
Or call 847-850-5490

MY USERNAME: _____

MY PASSWORD: _____