

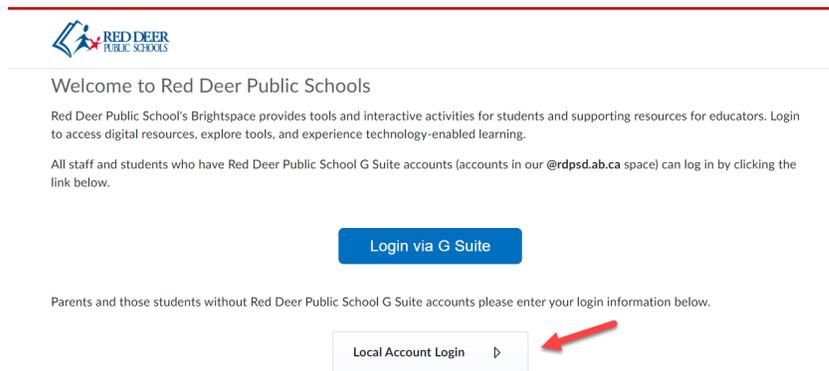
## Brightspace for Parent & Guardian

Brightspace Parent & Guardian allows parents and guardians to log in to Brightspace Learning Environment to see notifications from their child's classroom activity feed, dates for upcoming assignments and quizzes, portfolio items, and recent grades (if the teacher records grades in Brightspace). Parents may also sign up to receive weekly email notifications of their child's activity in Brightspace.

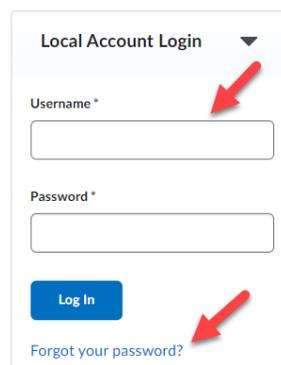
**Note:** Red Deer Public Schools (RDPSD) and your child's school may not be using all of the tools associated with Brightspace for Parent & Guardian. This may affect what is visible when viewing student information.

### To Log In as a Parent or Guardian on a Web Browser

- 1) Go to the [RDPSD Brightspace login page](#)
- 2) Choose **Local Account Login**.



- 3) When visiting the first time, you will enter your PowerSchool Parent Portal username, then click on **Forgot your password?**



- 4) Instructions to set your Brightspace for Parent and Guardian password will be sent to the email address on file in PowerSchool.
- 5) Navigate back to our main [RDPSD Brightspace login page](#).
- 6) Enter your username and password to view all RDPSD students linked to your parent/guardian portal account.

**Note:** You will ALWAYS use your PowerSchool Parent Portal username to access Brightspace Parent & Guardian, **but your password may be different from PowerSchool**. Please note this when you set your password the first time you access Brightspace Parent & Guardian!

## To Log In on the Brightspace for Parent and Guardian App

- 1) On your mobile device, download the **Brightspace for Parent & Guardian** mobile app from the Apple or Google Play store.



- 2) Open the app, search and select **Red Deer Public Schools**.
- 3) On the Brightspace Login page navigate to the section labelled for parents (You may need to scroll down below the blue Login Via G-Suite button.)
- 4) When visiting the first time, you will enter your PowerSchool Parent Portal username, then click on **Forgot your password?**

A screenshot of a mobile web browser showing the login page for Brightspace. The page title is "Login" and the URL is "https://rdpsd.brightspace.com". Below the title, there is a message: "Parents and those students without Red Deer Public School G Suite accounts please enter your login information below." The login form contains two input fields: "Username \*" and "Password \*". Below the password field is a blue "Log In" button and a blue link that says "Forgot your password?". Two red arrows point to the "Username \*" field and the "Forgot your password?" link. At the bottom of the page, there is a "Recommendations (1)" section with a message: "You may not be getting an optimal system experience." and a "Learn more..." link.

- 5) Instructions to set your Brightspace for Parent and Guardian password will be sent to the email address on file in PowerSchool.
- 6) Navigate back to the main RDPSD Brightspace login page.
- 7) Enter your username and password to view all RDPSD students linked to your parent/guardian portal account.

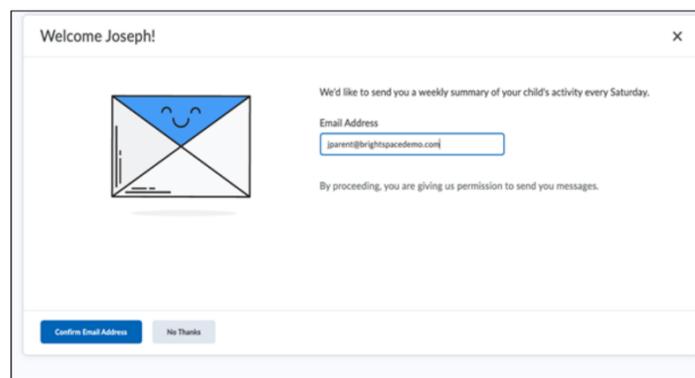
**Note:** You will ALWAYS use your PowerSchool Parent Portal username to access Brightspace Parent & Guardian, **but your password may be different from PowerSchool.** Please note this when you set your password the first time you access Brightspace Parent & Guardian!

## To Receive a Weekly Summary

Parents can choose to receive weekly emails on Saturday mornings. When enabled, one email summary is sent per child per week.

### Set up weekly emails the first time you log into Brightspace

- 1) The first time you log into Brightspace as a parent, a pop up will ask if you would like to receive a weekly notification email.



- 2) Click the **Confirm Email Address** button to continue.
- 3) Open your email to confirm your address. After this step is completed, weekly summaries will begin on the following Saturday.

### Set Up or Stop Your Weekly Emails at Any Time

- 1) Log into our [RDPSD Brightspace](#) on a web browser using the Local Account Login.
- 2) Click your initials at the top of the screen and select **Notifications**.
- 3) Scroll down to double check the listed email address.
- 4) Check **Yes, email me a summary** to receive weekly email summaries, or uncheck it to stop the emails.

# Weekly Overview for my Children

Send me a weekly summary of my child's activity.

Yes, email me a summary

**Note:** The Brightspace Pulse app referenced on the notifications page is for teacher and student use, **not** parent/guardian use.

## View my Child's Information

Once you have logged into the Brightspace learning environment, select the learner whose information you would like to access. Please note that if you are only linked to one student, Brightspace will take you directly into the Student Dashboard, which displays more detailed information.

The screenshot shows the Brightspace parent dashboard. At the top, there is a navigation bar with the D2L Brightspace logo, a grid icon, an envelope icon, a speech bubble icon, a bell icon, and a user profile icon for 'Patty Parent'. Below the navigation bar, a message reads: 'Hi Patty! Engage in your child's learning journey. Start by selecting a child.' Three student profiles are displayed in a row:

- Sammy Student:** Overdue Work: 21, Upcoming Work: 0, Recent Grades: 17.
- Ashley Student:** Overdue Work: 28, Upcoming Work: 0, Recent Grades: 0.
- Will Student:** Overdue Work: 32, Upcoming Work: 0, Recent Grades: 21.

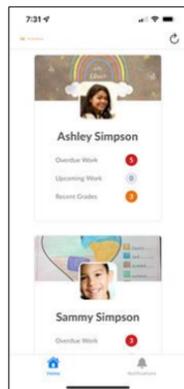
Once you've selected a learner, the Student Dashboard will display;

The screenshot shows the Brightspace Student Dashboard for 'Mason Baars'. The dashboard is divided into four sections:

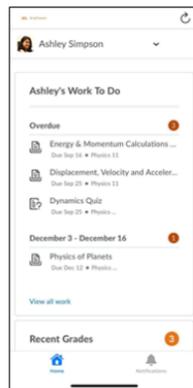
- Mason's Work To Do:** Contains two sections: 'Overdue' with one item 'folderAlias-0' due Jul 21, and 'July 21 - August 3' with four items: 'folderAlias-9' due Jul 22, 'folderAlias-4' due Jul 23, and 'folderAlias-5' due Aug 1.
- Recent Grades:** A list of grades with percentages: gradeObject-9 (20%), gradeObject-8 (50%), gradeObject-3 (80%), and gradeObject-2 (20%).
- Portfolio Items:** A message stating: 'Mason doesn't have any shared portfolio items yet.'
- Latest Posts:** A message stating: 'There's nothing here just yet. This is where you'll find assignments, announcements, lessons and other resources. Check back soon!'

- 1) **Work to Do** (a summary of assigned learning activities from all courses that are overdue or have an upcoming due date or end date within the next two weeks).
- 2) **Recent grades** (Only if the teacher records grades in Brightspace). Please note that this section is optional that your child's official grades will always be recorded on PowerSchool..
- 3) **Portfolio** (widget displays the student's 2 most recent portfolio items).
- 4) **Latest Posts** (aggregate list pulled from all classroom activity feed posts).

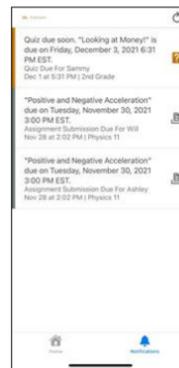
The same tools are available by selecting a learner, then swiping through on the Brightspace for Parent & Guardian App.



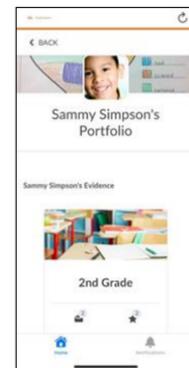
**Landing Screen**



**Home Screen**



**Notifications Screen**



**Portfolio**