



The Internet address for Happy ISD's txConnect is: www.happyisd.net/txconnect

Happy ISD is pleased to make available the txConnect parent portal that gives parents and guardians a "read only" Web access to their child's grades and attendance.

The registration process is self-administered, which means that the parent chooses his/her user name and password.

If a parent forgets the password or wishes to change it, the parent must go through an automated process to retrieve or reset the password. *The school has no record of usernames and passwords.*

Step 1: Username and Password

The parent will click on **New User** and then enter a username of his/her choosing. If that username is already taken, the system will notify the user and an alternate username will need to be entered.

The parent needs to choose a password that must be between 6 & 9 characters and contain 3 of the following: uppercase, lowercase, numbers, punctuation. Click Next (if all required information is not entered a red message will appear)

Step 2: Hint Question

This step is important because it will be this question that is asked and the answer, which is case-sensitive, will need to be answered in order to recover a lost password.

Step 3: Adding a Student

The enclosed letter provides a *Student Portal ID* for each child. This ID and birth date must be entered in order to add a student to your account. If you have a child without a Portal ID, please contact the school campus to receive one.

Click Add and the student's name will appear in the Added Students box on the right side of the page.

A parent cannot create an account without at least one student added. Multiple students can be added to your account; therefore, only one account needs to be set up for your entire family.

Logging into txConnect:

Once an account has been created, the parent can enter the Username and Password that he/she chose.

WARNING: if a parent has three unsuccessful attempts logging on, the system will inactivate the account for 20 minutes. The parent should try logging on again after 20 minutes. If still unsuccessful, wait a day and try again.

Once logged in, if a parent has more than one student in his/her account, the Summary page for the first student in the alphabetical list will be displayed and the remaining students will be listed alphabetically on the left-hand side and there will be 6 tabs at the top of the page.

Navigating through the TABS:

Summary – lists student courses and gives current average and the day's attendance (and shows time & date of entry)

Attendance – gives a history of student attendance that can be viewed as a detailed list, a calendar view or a totals view. The detailed and totals list shows number of absences in each course.

Grades – gives a current average for each class or subject. When you click on the grade a list of individual assignments and grades will be displayed and broken into teacher identified categories.

Each assignment may or may not include a date due, Late and/or Redo columns indicating as such, and a note which will be displayed below the grade.

This tab is an excellent view of current six-weeks progress and the easiest to view.

Assignments – can select one course or all courses and can choose all assignments, graded, or pending assignments. Assignments can only be viewed for the current semester and are not defined by 6 weeks, only listed in date due order.

Alerts – a parent is automatically subscribed to two alerts: 1) unexcused absence and 2) failing grades. To change and/or add alerts, click the subscribe alerts tab. Once alerts are chosen or changed, the parent MUST click Save subscriptions.

These alerts will appear when a parent first logs in.