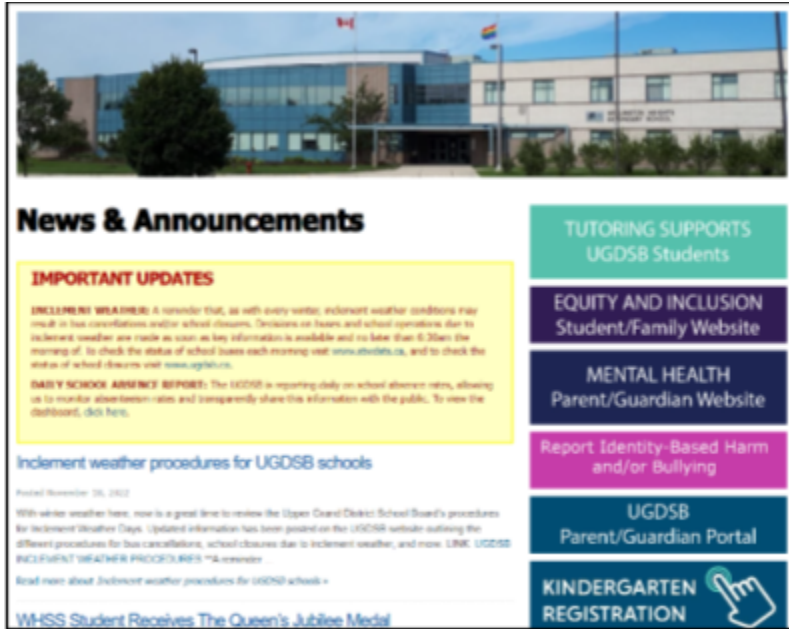


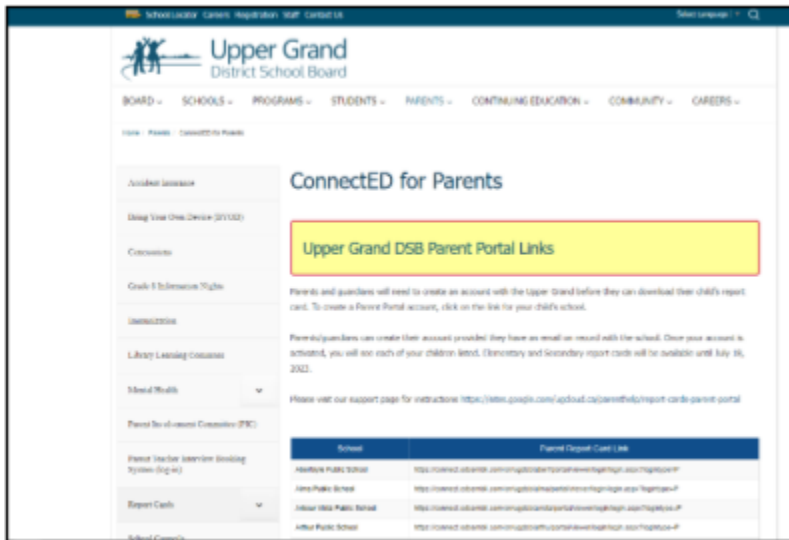
Instructions on Accessing Report Cards in Parent Portal

Your child(ren)'s Midterm Report is now available for viewing online. Please follow these steps to access the Midterm Report:

1. Go to [Wellington Heights Secondary School](#) and click on the link to the UGDSB Parent/Guardian Portal.



2. Click on the link for "[Wellington Heights Secondary School](#)" (linked in title) near the bottom of the list.



Instructions on Accessing Report Cards in Parent Portal

3. Log onto the Maplewood ConnectEd Parent portal. Your Username is your email address used to create your Parent Portal account. You can create an account by using an email address that has been provided to the school.



The screenshot shows the login page for Wellington Heights Secondary School's edsembli parent portal. At the top left, the school's name and logo are displayed. Below this, the edsembli logo and the text "for Parents" are visible. A disclaimer states: "edsembli CONNECT is designed to provide student information to students, teachers, parents, and administrative staff. Unauthorized use of authenticated information services is prohibited and subject to prosecution under student conduct code and any number of federal, provincial and local laws." The login section includes a "User name:" label, a text input field, and a "LOGIN" button. Below the login field, there is a link for "Create Account" and a link for "Reset activation email". The edsembli logo and copyright information are at the bottom.

4. If you have multiple students in the Upper Grand District School board, once logged into the Parent Portal, use the dropdown menu to toggle between students. Select the student you wish to view and click on GO.
5. Once the data is loaded, click on Personal > Multimedia. Click on the PDF link to view the progress report.

*If you haven't yet set up a Parent Portal account, use your email address (that received this email message) to create your Parent Portal Account by following the instructions on our [Report Card Support Webpage](#).

Instructions on Accessing Report Cards in Parent Portal

Your Midterm Report Cards are available for download. Shared below are instructions on how to access your report cards.

Instructions:

Use this Link: [Edsembli Parent Portal](#)

Parents/Guardians: Go to WHSS website and select Parent Portal on right hand side

1. Login: Parents/Guardians email and Password: Parents/Guardians password
2. Select Personal
3. Select Digital Documents
4. Select Semester 1 - Term 1 Reports under View/Download

Students:

- Use your own login and password (Login: first 3 characters of their usual name and your full last name - example:Chris Fiddes would be chriffides. Password: OEN #)
- Select "Personal" from the top drop down menu, and "Digital Documents". From there select the most recent Report Card.

Issues? Phone WHSS 519-323-3430 – WHSS Staff will ensure your email matches the School's records and Staff will change your password for the account if needed.

<https://sites.google.com/ugcloud.ca/parenthelp/>