

# SAPPHIRE COMUNIDAD PORTAL

## Crear una cuenta nueva

**TENGA EN CUENTA** Antes de continuar : **APAGUE** bloqueo de ventanas emergentes en la configuración del navegador.

**1. CONEXIÓN AL DISTRITO SITIO WEB:** [www.wsdweb.org](http://www.wsdweb.org)

**2. Haga clic en la pestaña " PADRES "**

**3. Haga clic en " Sapphire"**



The screenshot shows the homepage of the WISSAHICKON SCHOOL DISTRICT website. The header includes the district logo and name, along with navigation tabs for ABOUT WSD, SCHOOLS, OUR COMMUNITY, and SCHOOL BOARD. A dropdown menu for PARENTS is open, listing various services. A red arrow points to the 'Sapphire Community Portal' link in the menu. Below the menu, there are three featured articles with 'WATCH NOW' and 'READ MORE' buttons.

**4. Haga clic en el enlace titulado " HAGA CLIC AQUÍ PARA ACCEDER AL PORTAL SAPPHIRE "**

## SAPPHIRE COMMUNITY PORTAL

Sapphire Community Portal is the district's web-based student information portal that contains family contact information and includes various student information including:

- attendance and discipline
- health information
- class schedule (middle and high school)
- other school activities (middle and high school)

Information is available anytime and anywhere you have access to the Internet.

**Please note:** Urgent notifications such as weather delays, closings or emergencies are communicated via School Messenger using contact information in Sapphire. In order to receive communication in a timely and effective manner, it is essential for parents to maintain up-to-date contact information including preferred email and phone numbers in the Sapphire portal.

**Please note:** Grades, assignments, teachers and the unified student calendar of events/assignments for all courses at the middle school and high school is now housed on Schoology.

[CLICK HERE TO ACCESS THE SAPPHIRE COMMUNITY PORTAL](#)

**5. Para crear una cuenta, haga clic en el Portal de la comunidad "Aplicación y Uso Aceptable Formulario Política " enlace**

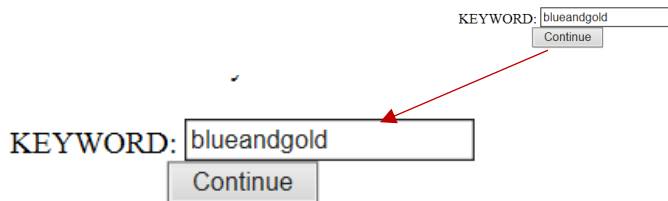


## 6. Introduzca la "palabra clave": blueandgold

### ACCOUNT APPLICATION for WISSAHICKON SCHOOL DISTRICT:

The KEYWORD you entered did not match the school district you are applying to. Please double check the KEYWORD provided by the district and that you are accessing the correct website for your school district.

To continue, please enter the KEYWORD for the district you wish to sign up for. (The KEYWORD can be found on the mailer that you received from the district. If you have not received a mailer, the KEYWORD may be obtained from the district directly.)



## 7. Haga clic en " Continuar"

## 8. Lea el acuerdo del usuario del portal Web

a. En la parte inferior de la página, seleccione el tipo de cuenta que se está creando ( Padre o Estudiante)

b . Haga clic en " sí" que has leído y estoy de acuerdo con las políticas, haga clic en "Continuar"

**Other Information:**

- System Requirements:  
\*\*Your computer must meet or exceed the minimum following requirements.
  - a. Internet Connection-56k modem speed or greater
  - b. Browser: Internet Explorer 5.5+(PC Only) or Netscape, Firefox or Safari with 128 bit encryption
  - c. A monitor with at least 800X600 resolution
- Security Features of the Community Web Portal
  - a. If you leave the Community Web Portal Web Browser open and inactive for a period of time you will be automatically logged off.
  - b. When you are ready to end your Community Web Portal session make sure you click the "Log Off" button.
- District Contact Information:
  - a. If you have any questions or problems you may email the appropriate school at the following address:
    - Middle School: MSparentportal@wsdweb.org
    - High School: HSparentportal@wsdweb.org
    - Please include your name, your user id, your telephone number, and a brief description of the problem in your e-mail request for help.

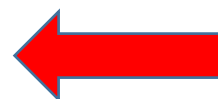
Your Community Web Portal User Account will be set up as soon as we receive your completed and signed Community Web Portal Registration. You may submit it to the address below. You will receive an email when your Community Web Portal User Account is ready for use.

Select the type of account you are applying for:

I have read and agree to the above policies.

Yes

No



**Llene la solicitud completamente . Tenga en cuenta la \* roja significa que el campo es obligatorio.**

**Asegúrese de agregar la información de su estudiante correctamente. El Sistema de Información Estudiantil coincidirá lo que escribe con lo que es actualmente en nuestro sistema.**

**Los campos necesarios : ( por favor escribe sólo el nombre de su hijo "legal " y dirección)**

- **Su nombre**
- **Apellido**
- **Dirección**
- **Teléfono de la casa (si usted no tiene un teléfono fijo , introduzca el número de teléfono móvil de contacto primario )**
- **Su dirección de correo electrónico**
- **Nombre del niño (nombre legal )**
- **Fecha**
- **de nacimiento del niño**
- **calificación del Niño**
- **escuela del niño - Este campo es crítica**
- **Introduzca el nombre de usuario y la contraseña que desea utilizar**
- **Elige tu pregunta y respuesta de seguridad**

Name:\* Lisa Smith Relation:\* Mother  
 Address 1:\* 123 ABC Street  
 Address 2:  
 City:\* Ambler State:\* PA  
 Zip Code:\* 19002  
 Home Phone:\* 215-206-8006 Work Phone: Cell Phone:  
 E-Mail:\* lcappiello@wsdweb.org

**Children Information**

	First Name*	Last Name*	Date of Birth* mm/dd/yyyy	Grade*	School*
Child 1	Cassidy	Smith	03/08/2022		
Child 2					
Child 3					
Child 4					
Child 5					
Child 6					

**Login Information** (You will be required to know your Username, Password, and a system-assigned PIN to access to your child's information.)

Username:\* lcappiello

Password:\* ●●●●●

Confirm Password:\* ●●●●●

Sample Security Questions: What was your childhood nickname?

Security Question:\* What was your childhood nickname?

Security Answer:\* Cap

\* Indicates required fields

Save Form and Continue

**9. Haga clic en " Guardar formulario y continuar"**  
**10. A continuación se muestra la ventana de confirmación . Para imprimir la confirmación ", haga clic aquí para imprimir FORMULARIO "**

[Click here to PRINT FORM](#)

Thank you for completing the registration form.

An email will be sent to you shortly, containing your Personal Identification Number(PIN). Use the new (PIN) number to log in to the Sapphire Community Web Portal.

**Sapphire Community Web Portal Application**

School District: WISSAHICKON SCHOOL DISTRICT  
 Current School Year: 2014  
 School District's Community Portal Help Desk Phone Number: 215-619-8000

**11. Una notificación por correo electrónico se enviará confirmación de su solicitud.**  
**a. MUESTRA**

-----Original Message-----

From: Sapphire Notifications [mailto:notice@k12system.com]

Sent: Wednesday, August 12, 2015 10:54 AM

To: Cappiello, Linda

Subject: Your Community Web Portal application

Thank you for submitting your application to the Sapphire Community Web Portal.

When your application has been processed, you will receive an email assigning you your PIN number, which when used in conjunction with your username and password, will allow you access to the Sapphire Community Web Portal.

Below is a copy of the application that you submitted.

**12. Una vez que la escuela aprueba su solicitud , otro correo electrónico será enviado proporcionar un número " PIN " . Utilice tanto el nombre de usuario y una contraseña junto con el PIN para firmar en el portal**

**13. La mayoría de las solicitudes serán aprobadas con 48 horas menos que se necesite la verificación. Podría tomar hasta 72 horas para que una aplicación aprobado y procesado.**

**14. Si usted tiene preguntas acerca de su estado de la aplicación , póngase en contacto con la oficina principal de su hijo para obtener ayuda con el portal.**

**15. Una vez que su cuenta está configurada, inicie sesión siguiendo el Paso 1 a 3 anteriores**