



Home Access Center (HAC) Alerts

Revised January 2021



To Start

Have your Home Access Center (HAC) username and password ready.

If you do not remember/know your username or password, contact your school or the HACSupport Team (*see last slide for more information*).

Your password can be changed after the first sign in.

Use any of the following browsers:

Internet Explorer 9,10 or 11

Firefox – current release plus 4 prior versions

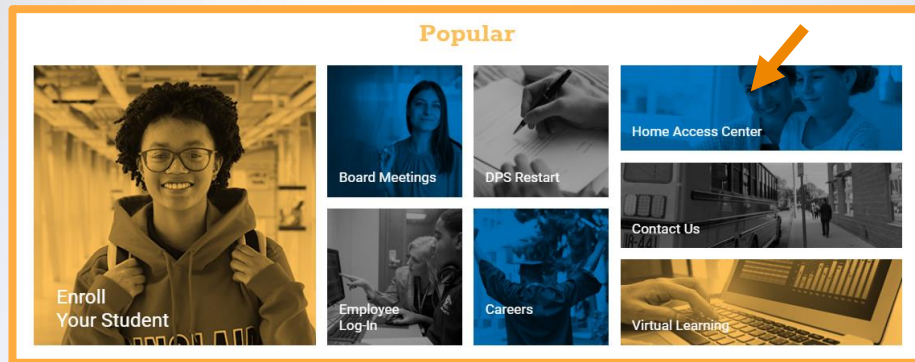
Safari 5.1.7

Chrome – current release plus 4 prior versions

Website

Go to <https://hac4.dps.k12.oh.us/HomeAccess>

Click on “Home Access Center” from the middle of the Dayton Public Schools homepage. You can also navigate to it from the top of the page under the Search box by clicking on HAC.




Enter your username and password

Your password reset is tied to the email you provided to the Student Enrollment Center (SEC) when you registered your student.

Note: If you do not have an email on your student's profile, please contact the HACSupport Team so this information can be added (See last slide for more information).

Welcome to



Home Access Center

Select a District

Dayton Live

User Name

Password

[Forgot My User Name or Password](#)
[Click Here to Register with Access Code](#)

Sign In

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Managing Alerts

In order to manage all alerts at one time for all of your students, after you sign in, hover over your name on the top right hand side of the screen and click on **'My Alerts'**. Select the appropriate alerts.



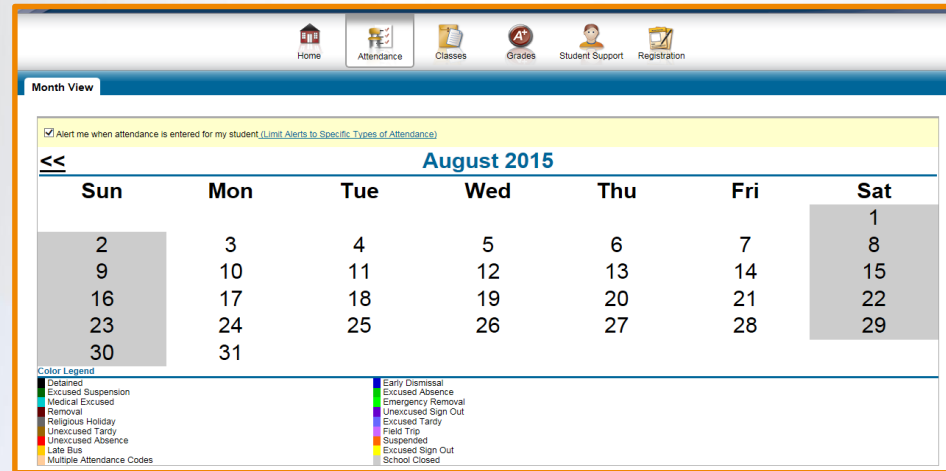
HAC Icons

If you would like to manage your alerts one section at a time, click on each **'HAC Icon'** to view the alert available for that page. Click the box or enter the appropriate information for the specified alert.



Attendance Icon

Click the **'Alert'** box in the yellow area for attendance alerts. If you would only like alerts for certain attendance codes, click the link to select specific codes.



The screenshot shows a web interface for attendance management. At the top, there are navigation icons for Home, Attendance, Classes, Grades, Student Support, and Registration. Below these is a 'Month View' section. A yellow box contains a checkbox labeled 'Alert me when attendance is entered for my student' with a link to 'Limit Alerts to Specific Types of Attendance'. Below this is a calendar for August 2015. The calendar shows days of the week (Sun to Sat) and dates (1 to 31). A color legend at the bottom explains the colors used in the calendar cells.


Sun	Mon	Tue	Wed	Thu	Fri	Sat
2	3	4	5	6	7	1
9	10	11	12	13	14	8
16	17	18	19	20	21	15
23	24	25	26	27	28	22
30	31					29

Color Legend

Detained	Early Dismissal
Excused Suspension	Excused Absence
Medical Excused	Emergency Removal
Removal	Unexcused Sign Out
Religious Holiday	Excused Tardy
Unexcused Tardy	Field Trip
Unexcused Absence	Suspended
Late Bus	Excused Sign Out
Multiple Attendance Codes	School Closed

Classes Icon

Click the '**Alert**' box in the yellow area for course averages and/or assignment averages. You will also have to enter an average threshold.



Home Attendance **Classes** Grades Student Support Registration

Classwork Schedule

Collapse All Full View

View Classwork for Report Card Run 4 Refresh View

Show (All Classes) Order by Class

☒ Alert me if my student receives a course average below 60 % or above %.

☒ Alert me if my student receives an assignment average below 60 % or above %.

[AEP003 - 51 Art](#)

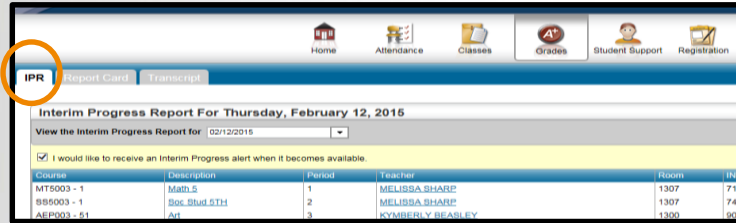
[LA5003 - 1 Int La 5](#) (Last Updated: 4/12/2015) Average Grade 85.23%

Date Due	Date Assigned	Assignment	Category	Score	Total Points
04/10/2015		mm: affixes and root words	Class Work	80.00	100.00
04/10/2015		ssr	Class Work	100.0	100.00
04/09/2015		ssr	Class Work	100.0	100.00

Grades Icon

Click the **'Alert'** box in the yellow area to receive an alert when the Interim Progress Report becomes available.

Be sure you are on the IPR tab.



Home Attendance Classes **Grades** Student Support Registration

IPR Report Card Transcript

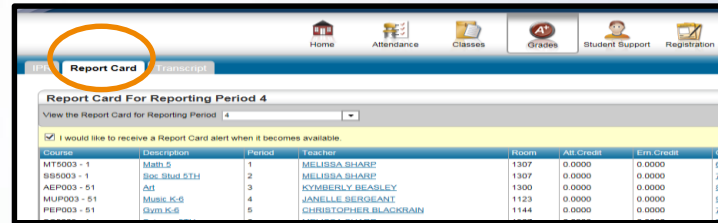
Interim Progress Report For Thursday, February 12, 2015

View the Interim Progress Report for: 02/12/2015

☒ I would like to receive an Interim Progress alert when it becomes available.

Course	Description	Period	Teacher	Room	HL
MT5003 - 1	Math 5	1	MELISSA SHARP	1307	71
BS5003 - 1	Soc. Stud 5TH	2	MELISSA SHARP	1307	74
AEF003 - 51	Art	3	KYMBERLY BRASLEY	1300	90

Click the **'Alert'** box in the yellow area to receive an alert when the Report Cards becomes available.
Be sure you are on the Report Card tab.



Home Attendance Classes **Grades** Student Support Registration

IPR **Report Card** Transcript

Report Card For Reporting Period 4

View the Report Card for Reporting Period: 4

☒ I would like to receive a Report Card alert when it becomes available.

Course	Description	Period	Teacher	Room	Act. Credit	Em. Credit	SL
MT5003 - 1	Math 5	1	MELISSA SHARP	1307	0.0000	0.0000	81
BS5003 - 1	Soc. Stud 5TH	2	MELISSA SHARP	1307	0.0000	0.0000	75
AEF003 - 51	Art	3	KYMBERLY BRASLEY	1300	0.0000	0.0000	83
MUP003 - 51	Music K-5	4	JANELLE BERGEANT	1123	0.0000	0.0000	95
PEP003 - 51	Gym K-5	5	CHRISTOPHER BLACKBURN	1144	0.0000	0.0000	77



Home Access Center (HAC) Support

For questions concerning your password or to have your account unlocked, please contact our support team by:

Email: HACSupport@daytonpublic.com, or

Phone: (937) 542-3300, or

Logging a support request through the Dayton
Public Schools Help Desk (937) 542-3184