



## **Infinite Campus Portal Information**

The Portal provides online access to view student information including attendance and grades from anywhere you have Internet access.

### **To Access the Portal**

Students can access the portal using student number for the username and their date of birth for their password (mmddyy). If you have been in the Portal before and changed your password you will need to use the password you created.

To Access your student portal account from home:

1. Open Internet Explorer or your default browser if you are at home.
2. Go to <http://cfsd.chipfalls.k12.wi.us/>
3. Click on **Students**, then click on **Infinite Campus Portal**
4. Enter your username and password

### **Finding Information**

You can view your upcoming assignments on the calendar, see your grades, check your attendance and behavior records and even reprint a report card and a list of missing assignments.

1. To view the upcoming assignments, click on the calendar link, point to the A+ icons, a message will pop up with the name of the class and assignment.
2. To view Grades, click on Schedule, then click on the name of the class you wish to view, scroll down to see all quarters and a grading scale at the end.
3. To view attendance or behavior events, click on the corresponding link.
4. To print a Missing Assignment or the last Report card, click on Reports and the corresponding link.

### **Changing your Portal Password**

We recommend that you change your password to something other than the default one that was assigned to you. Please remember this password.

1. Click on Change Account Info
2. Enter your old password
3. Enter the new password
4. Enter the new password again to confirm.