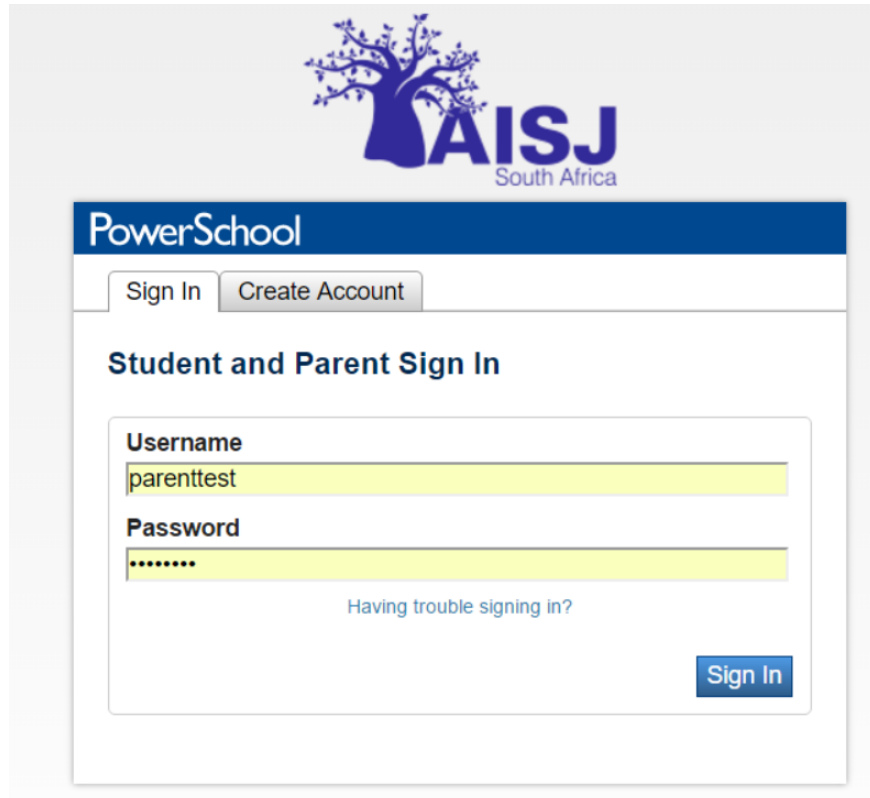


DEMOGRAPHIC UPDATE PROCEDURE

The demographic update procedure allows parents to update their demographic details on AISJ's student information system, Powerschool.

Step 1: Sign in to [Powerschool](#) with your parent login details



The screenshot shows the AISJ South Africa Powerschool login interface. At the top, there is a logo for AISJ South Africa featuring a tree. Below the logo is a blue header with the text "PowerSchool". Underneath the header, there are two buttons: "Sign In" and "Create Account". The main section is titled "Student and Parent Sign In". It contains two input fields: "Username" with the text "parenttest" and "Password" with a masked password "*****". Below the password field is a link that says "Having trouble signing in?". At the bottom right of the form is a blue "Sign In" button.

DEMOGRAPHIC UPDATE PROCEDURE

Step 2: Browse to the Navigation Pane and select Demographic Change

The screenshot shows the PowerSchool interface for a user named Tom. The navigation pane on the left contains several options, with 'Demographic Change' highlighted in a red box. The main content area displays 'Grades and Attendance: Test, Tom' and includes a warning message about demographics, a link to view past assignments, and an 'Attendance By Class' table. The table shows attendance data for a student in class C-G(1) for the current week, with 0 absences and 0 tardies. A legend at the bottom explains the attendance and citizenship codes used in the system.

PowerSchool

Welcome, Parent Test | Help | Sign Out

Tom

Navigation

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments
- My Schedule
- School Information
- Account Preferences
- Demographic Change**

District Code: ZPLM

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Grades and Attendance: Test, Tom

Please check your demographics to ensure the information we have on file is correct.

Click Here to see a list of all your students past assignments for this term.

Grades and Attendance Standards Grades

Exp	Attendance By Class										S1	Q1	Q2	S2	Absences	Tardies	
	Last Week					This Week											Course
	M	T	W	H	F	M	T	W	H	F							
C-G(1)											Gr.11/12 Global Citizens/Mission Malik, Shahnaz - Rm: U7	-	-	-	-	0	0
Attendance Totals														0	0		

Current SimpleHSQuicklookup GPA (S1):
Show dropped classes also

Legend

Attendance Codes: Blank=Present | AB=Absent | TD=Tardy | PE=Parent Excused | SE=School Excused | FT=Field Trip | SA=School Activity | ABM=Absent Major | N=With Nurse | Tr=Truant | ISS=In School Suspension | OSS=Out of School Suspension |

Citizenship Codes: H=Honorable | S=Satisfactory | N=Needs to improve | U=Unsatisfactory |

DEMOGRAPHIC UPDATE PROCEDURE

Step 3: View your current demographic information on the Demographic Update page

The screenshot shows a web browser window with the URL <https://powerschool.laisj-jhb.com/guardian/parentdemographics.html>. The page title is "Demographic Update" and the user is logged in as "Tom". The page displays a table of demographic information with columns for "On file with the school" and "Please make your updates". A red box highlights the "On file with the school" column.

	On file with the school	Please make your updates
Name (last,first MI)	Test, Tom	<i>If you make changes, please use the suggested formats.</i>
Address	Testing St. Hagersville, ON 90210	<input type="text"/>
Home Phone	555-5555	<input type="text"/>
Father's Day Phone		<input type="text"/>
Father's Employer		<input type="text"/>
Father's Home Phone		<input type="text"/>
Mailing Address	Test St., 13 Hagersville, ON 90210	<input type="text"/>
Mother's Day Phone		<input type="text"/>
Mother's Employer		<input type="text"/>
Mother's Home Phone		<input type="text"/>
Emergency Contact 1:		<input type="text"/>
Emergency Phone 1:		<input type="text"/>
Emergency Contact 2:		<input type="text"/>
Emergency Phone 2:		<input type="text"/>

DEMOGRAPHIC UPDATE PROCEDURE

Step 4: Update your demographic details accordingly. If you are satisfied with the data that you have entered, ensure you select the checkbox at the bottom of the pane and press the submit button.

Demographic Update

Last updated by Parent Test on 1-29-2016

On file with the school	
Name (last,first MI)	Test, Tom
Address	Testing St. Hagersville, ON 90210
Home Phone	555-5555
Father's Day Phone	
Father's Employer	
Father's Home Phone	
Mailing Address	Test St., 13 Hagersville, ON 90210
Mother's Day Phone	
Mother's Employer	
Mother's Home Phone	
Emergency Contact 1:	
Emergency Phone 1:	
Emergency Contact 2:	
Emergency Phone 2:	
Parent Email 1:	
Parent Email 2:	
Allergies:	
Special Medical Considerations:	

Please contact your divisional office or the school nurse if you have questions regarding the 'Special Medical Considerations' field.

Please make your updates

If you make changes, please use the suggested formats.

,

0114641505

AISJ

,

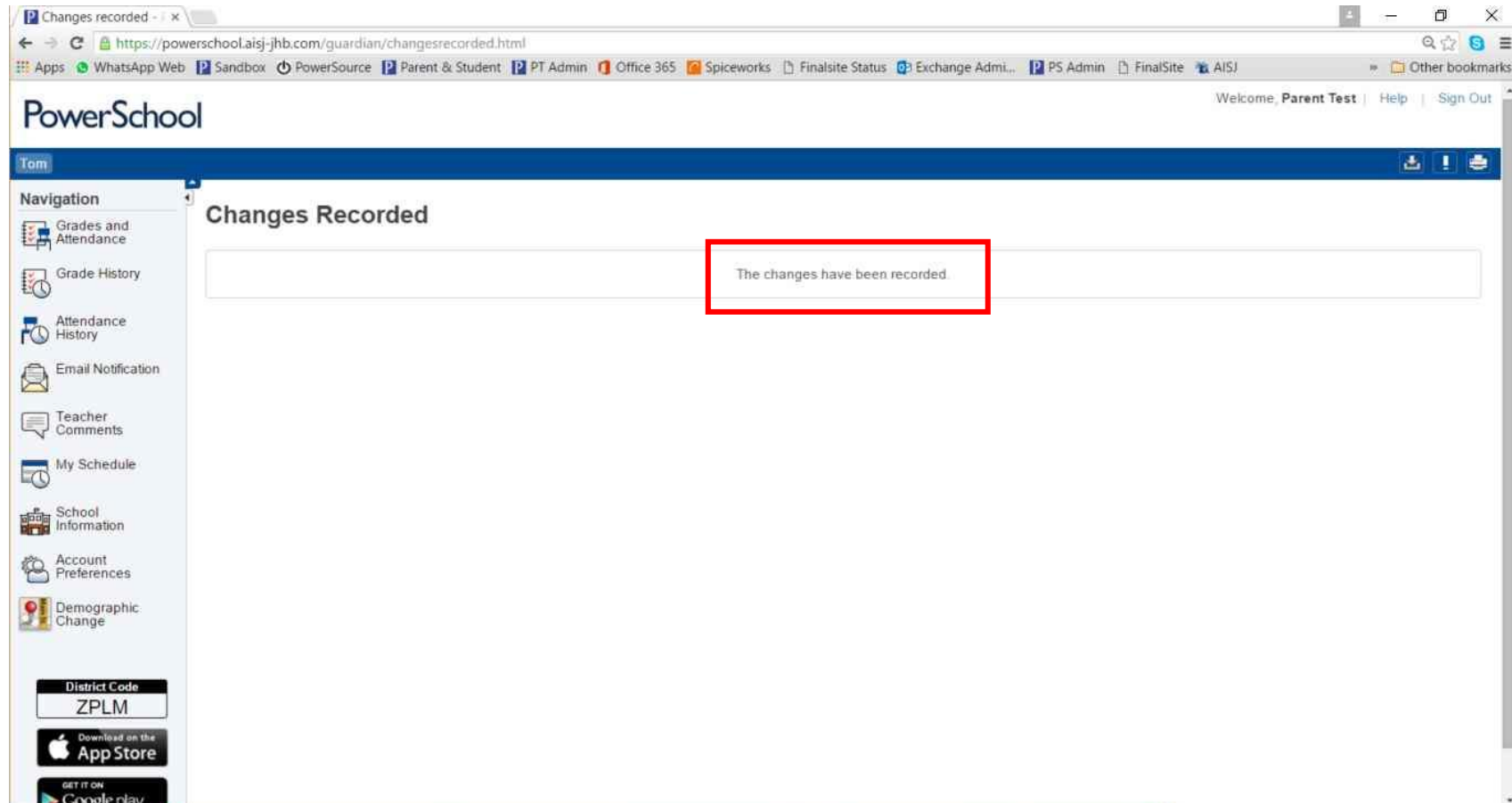
parent1@aisj-jhb.com

parent2@aisj-jhb.com

Please tick this box if the above information is correct. ✓

DEMOGRAPHIC UPDATE PROCEDURE

Step 5: The changes that you have made, have been recorded. A moderator at AISJ will verify the information provided and update AISJ's Powerschool database accordingly.



Should you experience any pertinent issues, contact Powerschool on powerschool@aisj-jhb.com