

## **How to access your Sapphire Community Portal:**

1. Log in on site: <https://paagc-sapphire.k12system.com/CommunityWebPortal/>
2. Once you go to this link, you will then click the link under the text that says "Don't Have An Account?" You will be required to accept an agreement and then fill in some information so that we can verify who is applying for the account. Please be sure that you fill in the exact information for your child that the school has on file. This information is:
  - \* Student First Name: student.firstname
  - \* Student Last Name: student.lastname
  - \* Date of Birth: student.birthday
  - \* The grade and grade band of your child
3. Once you submit your application for the account, please allow at least 48 hours for approval of that account. Upon approval of the account, you will be emailed a pin code to use in logging into your account.
4. If you are a returning student with Agora, you can utilize the same Sapphire Community Portal log-in credentials that you set up last school year. If you never applied for an account, please follow the process above. If you forgot your password, please use the "Forgot Password" option on the Portal Log-in screen. If you have any other difficulties logging into your account, please contact the Sapphire Portal Help Desk or your Guidance Counselor. Your password will need to be reset.

## **How to view your schedule:**

After you log into your account, you will see this:

The screenshot shows the Sapphire Software interface for the Community Web Portal Student Backpack. At the top, there's a green header bar with the text 'COMMUNITY WEB PORTAL STUDENT BACKPACK' on the left and 'SapphireSoftware' on the right. Below the header, there's a navigation bar with links for 'Home', 'Logout', and 'Help'. On the left side, there's a sidebar titled 'STUDENT BACKPACK' containing links for 'Current Schedule' (which is highlighted in yellow), 'Reports', '- Report Cards', and '- File Cabinet'. Below this, there's a section titled 'MY STUDENTS (1)' showing a single student entry for 'Maggie A.' with a note 'No Picture Available' and 'Grade: 10 Agora Cyber Charter Sch'.

Under student backpack (on the left hand side), click on current schedule. Pay special attention to the per. (Days). This will tell you which day of the week you will attend each class. For example, below, you will see this student is scheduled for **Foundations of Art A** Period 4 on Tuesday's and Thursday's in the Fall. This student also has Biology, Period 5, and every day of the week for the entire school year.

**COMMUNITY WEB PORTAL STUDENT BACKPACK**

**SapphireSoftware**

Home | Whitney Patterson (Admin) | Logout | Help |



**Student Backpack**

-  Student Calendar
-  Courses & Grades
-  Reports
- Report Cards
- File Cabinet

**MY STUDENTS (1)**



Grade: 10  
Agora Cyber Charter School

## Courses & Grades

**Agora Cyber Charter School, Grades 9-12**

Course Title	Teacher	Per.(Days)	Room	Dur.	Current Grade
<a href="#">Family and Consumer Science</a>	Jay Vasil	1 (M W )		SP	
<a href="#">Physical Education</a>	Marc Kramer	2 (T R )		SP	
<a href="#">Algebra 1</a>	Lauren Goughnour	3 (MTWRF)		YS	
<a href="#">Foundations of Art A</a>	Nichole Simpson	4 (T R )		FA	
<a href="#">Foundations of Art B</a>	Nichole Simpson	4 (T R )		SP	
<a href="#">Biology</a>	Sarah Rau	5 (MTWRF)		YS	
<a href="#">World History</a>	Kristin Barrett	6 (MTWRF)		YS	
<a href="#">Lit. Analysis &amp; Composition II</a>	Lindsay Morrison	7 (MTWRF)		YS	

Show Non-Graded Classes

### **How to view a previous Agora report card:**

Click on "Report Card" under student back pack seen here

Once you click on the report card tab, this screen will pop up and give you a listing of all report cards in our new Sapphire system. *Only students that were here in the 2014-15 school year will have a report card listed.*

**COMMUNITY WEB PORTAL STUDENT BACKPACK**

**SapphireSoftware**

Home | Whitney Patterson (Admin) | Logout | Help |



**Student Backpack**

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**MY STUDENTS (1)**



Grade: 10  
Agora Cyber Charter School

## Report Cards

**2014-2015 - Agora Cyber Charter School, Grades 9-12**

Report Card	POSTED DATE
<a href="#">Report Card - 4</a>	06/12/2015
<a href="#">Report Card - 3</a>	04/10/2015
<a href="#">Report Card - 2</a>	01/30/2015
<a href="#">Report Card - 1</a>	11/14/2014

Clicking on a 'report card' and a PDF file will open up with that report card for that particular marking period.