PowerSchool Student Portal

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PowerSchool Student Portal provides schedule, grade, attendance, and school information to students.

Signing In to PowerSchool

1. Open a web browser (such as Chrome or Safari)
2. In the browser address bar, enter:

   https://stxavier.powerschool.com/public

3. Press **Enter**
4. On the Student and Parent Sign In page, enter your St. Xavier username and password.

   Username: Enter the first half of your St. Xavier email address (i.e. SmithE10934)
   Password: Enter the password you use to access your St. Xavier email

5. Click **Sign In**

Note: If your password has expired or you do not remember your password, send an email to helpdesk@stxavier.org.

Viewing Your Schedule

When you sign in to PowerSchool, the start page appears.

1. On the start page, click on the My Schedule icon
2. The My Schedule page appears.
3. Click on the Week View tab, Matrix View tab, or List View tab.

Week View

The Week View page displays your schedule for the week. Each day of the week will display your schedule based on the day in the Daily Rotation (A Day, G Day, E Day, C Day, X Day, Y Day).

Each block includes the following information: course name, teacher name, room number, and time the class meets.

	Wednesday 08/16/2017	Thursday 08/17/2017	Friday 08/18/2017	
08:00 AM	**Faith/ Sac** Telles, James 3167 08:00 AM - 08:40 AM	**Faith/ Sac** Telles, James 3167 08:00 AM - 08:55 AM	**Pr/St/Geom** Sepelak, Heather 1514 08:00 AM - 08:55 AM	
09:00 AM	PhysEdCORE Wynn, Thomas GYM 09:00 AM - 09:55 AM HealthCORE Wynn, Thomas 1105 09:00 AM - 09:55 AM **Spanish 2** Reeb, Amy 3514 09:30 AM - 10:10 AM	PhysEdCORE Wynn, Thomas GYM 09:00 AM - 09:55 AM HealthCORE Wynn, Thomas 1105 09:00 AM - 09:55 AM	**English 2** Schurrer, James 2506 09:00 AM - 09:55 AM	
10:00 AM	**Free Bell** Staff, Staff FREE 10:15 AM - 10:55 AM	**Spanish 2** Reeb, Amy 3514 10:00 AM - 10:55 AM	**Faith/ Sac** Telles, James 3167 10:00 AM - 10:55 AM	

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Matrix View

The schedule matrix graphically represents your schedule for all days, periods, and terms in the school year.

Columns - Bell the course meets

Rows - Term the course meets (S1 - Semester1, S2 - Semester 2)

Block - Each block includes the following information: course name, course number, section number, teacher name, room number, bell, and year term.

Note to Freshmen: Oral Com & Info Pro is scheduled during the same bell so students should report to room 2505 on the first day and their teacher will specify the daily rotation.

Note to Sophomores: Health & PE is scheduled during the same bell so students should report to PE on the first day and their teacher will specify the daily rotation.

Day	Terms	A	B	C	D	HR	FLX	E	F	G	H
PER	17-18 / S1	Faith/ Sac 0620.2 Telles, James Room: 3167 A(PER) S1	**PhysEdCORE** 0523.3 Wynn, Thomas E Room: GYM B(PER) S1 / **HealthCORE** 0527.3 Wynn, Thomas E Room: 1105 B(PER) S1	Spanish 2 0423.8 Reeb, Amy Room: 3514 C(PER) S1	Free Bell 0091.4 Staff, Staff Room: FREE D(PER) S1	HomeRoom HR.26 Klas, Nancy Lynn Room: 3568 HR(PER) S1	Flex FLEX.1 Staff, Staff Room: NA FLX(PER) S1	IntroEcon 0819.1 Holmes, Kristopher Room: 2502 E(PER) S1	Chemistry 0720.7 Conway, Joseph Room: 3556 F(PER) S1	Pr/St/Geom 0220.2 Sepelak, Heather Room: 1514 G(PER) S1	English 2 0121.8 Schurrer, James Room: 2506 H(PER) S1
PER	S2	Faith/ Sac 0620.1002 Telles, James Room: 3167 A(PER) S2	Free Bell 0092.2 Staff, Staff Room: FREE B(PER) S2	Spanish 2 0423.1008 Reeb, Amy Room: 3514 C(PER) S2	Acting 1 0921.5 Gabriel, Nathan Room: 1242 D(PER) S2	HomeRoom HR.1026 Klas, Nancy Room: 3568 HR(PER) S2	Flex FLEX.1001 Staff, Staff Room: NA FLX(PER) S2	Anatomy 0745.6 Haskins, Michael Joseph Room: 2556 E(PER) S2	Chemistry 0720.1007 Conway, Joseph Room: 3556 F(PER) S2	Pr/St/Geom 0220.1002 Sepelak, Heather Room: 1514 G(PER) S2	English 2 0121.1008 Schurrer, James Room: 2506 H(PER) S2

List View

The List View page displays your schedule for the year. The following information appears for each line item: bell, term, course number, section number, course name, teacher, and room number.

Printing Your Schedule

The week view, matrix view, or list view can be printed. **Note:** If you print your schedule, remember to check for schedule changes on PowerSchool closer to the beginning of school (i.e. classes may have been moved to another room).

1. On the start page, click on the My Schedule icon from the navigation menu. The My Schedule page appears.
2. Click on the Week View, Matrix View, or List View tab.
3. Click on the printer icon in the navigation bar (top, right corner).