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Overview

About STIHome

STIHome provides parents and students with a means of accessing school information from a remote computer, via the Internet. This information may include:

- Report Card Grades
- Current Class Averages
- Teacher Notes
- Homework Assignments
- School Events
- Attendance
- Discipline
- Student Schedule
- Class Attendance
- Attendance Calendar

Teachers and other school employees may also access STIHome. Options available with the teacher login are as follows:

- School Events
- Planner
- Class Roster
- Attendance
- Attendance Calendar

Internet Explorer Requirements

The followings versions of Microsoft Internet Explorer are required for STIHome:

- PC Users (Windows): Version 6.0 with latest service packs and updates
- Macintosh users
  - Mac OS 9: Version 5.1 with latest service packs and updates
  - Mac OS X: Version 5.2 with latest service packs and updates
Student Accounts

Before the home user may log on to STIHome, the school must create a unique PIN (Personal Identification Number) for each User ID that will be used to access the application.

The User ID will always match the Student Number in STIOffice. Before a student/parent may log in, a PIN must be assigned to each student in STIOffice.

**PIN Assignment: Per Student Method**

- For each student who will access STIHome (or for each student whose parent/guardian will use the program), open the student demographic record in either **Students | Add/Edit Student Information** or **Student Desktop**.
- Click the More button at the bottom of the screen.
- Enter the STIHome PIN in the field provided. The PIN will function as the login password for the selected student.
- Up to eight characters may be used for PIN’s. Characters may be alphabetical, numerical or a combination of both.

**PIN Assignment: Mass-Assigning PIN’s**

By default, this option will assign PIN’s to any student who does not already have a PIN.

- Go to Utilities | Students | Assign PIN Numbers.
- If you have never assigned PIN’s to students, click the Apply button.
- If you have already assigned PIN’s to students and you click Apply, only those students without PIN’s will be assigned them.

**WARNING**: Checking the Overwrite ALL Pin #’s box will remove and reassign all PIN’s to all students. If this option is selected, it will be necessary to inform all students/parents of the PIN change.

**PIN Notices for Students**

- To generate notices to send to students listing their User ID’s and PIN’s, go to Students | Student Reports | PIN Slips. Enter the report parameters as necessary.
- Select STIHome PIN # in the PIN # to Print drop-list.
- The default URL will appear in the URL for Access: box, but this may be changed as necessary. This information will be printed on the notices.
- Check One Notice Per Page to print a single notice on each page (for mailing purposes).
- Check Include Instructions to print instructional information on each PIN notice.
- Click Apply to generate the notices.
Accessing STIHome

In Internet Explorer (the recommended browser), enter the following URL:
https://iiod.ssts.com/default.htm

To log in to the program, click on your state in the opening screen.

- Select your district from the drop-list in the next screen and then click the **Submit** button to proceed.
Select your school from the drop-list that appears next and click Submit.

The Login screen will appear. Bullet the appropriate type of login (Student) and then enter your Identification Number and PIN in the spaces provided. Click Login.
Other Options in the Login Screen

Prior to logging in, the user may view Activities (or school announcements); the school Calendar (see “School Events” on page 11); or the STI Home Page by clicking any of the appropriate links in the upper left corner of the Login screen.
Student Options

Home Screen

The student login will present the screen shown below:

- Click any of the links in the upper left corner of the screen to view the pertinent information.
- Click the Home link at any time to return to the home screen.
- To log out of the system, click the Log Off link.
Choose this option to view the student’s report card grades.

Note: Report card grades may be viewed after each grading period concludes and the grades have been posted by teachers in STIOffice.

- Select the appropriate grading period from the drop-list.

- Report card grades are only available for grading periods for which grades have been posted.
Current Class Averages

Choose this option to view the following information for each course in the student’s schedule:

- Teacher of the course;
- Current class average;
- Notes entered by the teacher, where applicable; and
- Graded assignments.

Note: Current class averages may be viewed at any time, assuming that teachers have entered grades into the STIClassroom Module’s Grade Book.

Select the correct grading period to view.

<table>
<thead>
<tr>
<th>Course</th>
<th>Teacher</th>
<th>Average</th>
<th>Notes</th>
<th>Graded Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRIMARY</td>
<td>BALLARD, JOYCE</td>
<td></td>
<td></td>
<td>View</td>
</tr>
<tr>
<td>SELF CONTAINED ELEM</td>
<td>ALLEN, JEFFERY H.</td>
<td></td>
<td></td>
<td>View</td>
</tr>
<tr>
<td>DRAMA I</td>
<td>BOSTON, MARIA</td>
<td></td>
<td></td>
<td>View</td>
</tr>
<tr>
<td>DRAMA I</td>
<td>BOSTON, MARIA</td>
<td></td>
<td></td>
<td>View</td>
</tr>
<tr>
<td>PERCALCULUS</td>
<td>HAMMON, KAREN T.</td>
<td></td>
<td></td>
<td>View</td>
</tr>
<tr>
<td>ENGLISH</td>
<td>SMITH, LANETTA J.</td>
<td></td>
<td></td>
<td>View</td>
</tr>
<tr>
<td>U.S. HISTORY</td>
<td>FIS, KATIE</td>
<td></td>
<td></td>
<td>View</td>
</tr>
<tr>
<td>CHEMISTRY I</td>
<td>WHITE, DONALD S.</td>
<td></td>
<td></td>
<td>View</td>
</tr>
<tr>
<td>CHILD DEVELOPMENT</td>
<td>FAMOUS, ANDRE S.</td>
<td></td>
<td></td>
<td>View</td>
</tr>
<tr>
<td>COMPUTER PROGRAMMING</td>
<td>BALLARD, JOYCE</td>
<td></td>
<td></td>
<td>View</td>
</tr>
</tbody>
</table>

* Averages assume equally weighted assignments.

E-mailing Teachers

If the teacher’s name is highlighted (such as the teacher Allen, Jeffery H. in the above screen shot), the user may click on the teacher’s name to open a blank e-mail to send to that teacher.

Viewing Graded Assignments

Click the View button to view grades that have been entered by the teachers for student assignments. Grades must first be entered by the teacher at school before you may view them here.
Teacher Notes

Choose this option to view the student’s class average and any notes entered by teachers for each course in the student’s schedule.

- Select the correct term to view.

The number of notes (if any) for each course will be listed in the left column.

Click on this number to view the note(s).

To return to the student’s schedule, click the Back to Teacher Notes link.
Homework Assignments

Choose this option to view homework assignments for each course in the student’s schedule.

- Select the correct term to view.

- Click the Show button in the far right column to view assignments for a course.

### Homework Assignments

<table>
<thead>
<tr>
<th>Date</th>
<th>Homework</th>
</tr>
</thead>
<tbody>
<tr>
<td>6/16/2006</td>
<td>UNIT DEATH OF A SALESMAN</td>
</tr>
<tr>
<td></td>
<td>STUDY FOR DEATH OF A SALESMAN TEST ON THE 20TH</td>
</tr>
<tr>
<td></td>
<td>STUDY FOR DEATH OF A SALESMAN TEST ON THE 20TH</td>
</tr>
<tr>
<td>6/14/2006</td>
<td>UNIT DEATH OF A SALESMAN</td>
</tr>
<tr>
<td></td>
<td>HM READ DEATH OF A SALESMAN ACT 2</td>
</tr>
<tr>
<td></td>
<td>HM READ DEATH OF A SALESMAN ACT 2</td>
</tr>
<tr>
<td>6/8/2006</td>
<td>UNIT DEATH OF A SALESMAN</td>
</tr>
<tr>
<td></td>
<td>HM READ ACT 1 DEATH OF A SALESMAN HM READ ACT 1</td>
</tr>
<tr>
<td></td>
<td>DEATH OF A SALESMAN HM READ ACT 1 DEATH OF A SALESMAN</td>
</tr>
</tbody>
</table>

- To return to the student’s schedule, click the Back to Homework Assignments link at the bottom of the list of assignments (it may be necessary to scroll down to locate this link).
School Events

Choose this option to view any upcoming school events.

- A calendar will appear, with the current month/year displayed by default. Click the << and >> arrows to move forward or backward through the school calendar.

- Forthcoming events entered by the appropriate school personnel will be displayed on the calendar. Click on any event to view details.

- To return to the calendar, click the Back to School Events link.
Attendance

Choose this option to view the student’s daily attendance history for the current academic year.

Note: Attendance must be entered and posted at the school before it will appear in STIHome.

<table>
<thead>
<tr>
<th>Date</th>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>6/15/06</td>
<td>A</td>
<td>ALL DAY UNEXCUSED</td>
</tr>
<tr>
<td>6/16/06</td>
<td>A</td>
<td>ALL DAY UNEXCUSED</td>
</tr>
<tr>
<td>6/15/06</td>
<td>S</td>
<td>SUSPENSION</td>
</tr>
<tr>
<td>6/16/06</td>
<td>S</td>
<td>SUSPENSION</td>
</tr>
</tbody>
</table>

Discipline

Choose this option to view the student’s discipline history for the current academic year.

Note: Discipline records must be entered at school before this information may be viewed in STIHome.

<table>
<thead>
<tr>
<th>Date</th>
<th>Period</th>
<th>Teacher</th>
<th>Description</th>
<th>Disposition</th>
</tr>
</thead>
<tbody>
<tr>
<td>6/15/06</td>
<td>1</td>
<td>BALLARD, JOYCE</td>
<td>GAMBLING</td>
<td>OUT OF SCHOOL SUSPEN</td>
</tr>
</tbody>
</table>
Schedule

Choose this option to view the student’s schedule (as created in STIOffice) for the current academic year.

- Select the correct term to view.

Class Attendance

Choose this option to view the student’s period attendance information (as entered and posted in STIOffice or STIClassroom) for the current school year.
Attendance Calendar

Choose this option to view the school attendance calendar.

Note: This information is drawn from the attendance calendar as set up in STIOffice.

- A calendar will appear, with the current month/year displayed by default. Click the << and >> arrows to move forward or backward through the school calendar. Alternately, the user may select the month and date from the Display date drop-lists above the calendar.

<table>
<thead>
<tr>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1 * REGULAR</td>
<td>2 * REGULAR</td>
<td>3 * REGULAR</td>
<td>4</td>
</tr>
<tr>
<td>5</td>
<td>6 * REGULAR</td>
<td>7 * REGULAR</td>
<td>8 * REGULAR</td>
<td>9 * REGULAR</td>
<td>10 * REGULAR</td>
<td>11</td>
</tr>
<tr>
<td>12</td>
<td>13 * REGULAR</td>
<td>14 * REGULAR</td>
<td>15 * REGULAR</td>
<td>16 * REGULAR</td>
<td>17 * REGULAR</td>
<td>18</td>
</tr>
<tr>
<td>19</td>
<td>20 * REGULAR</td>
<td>21 * REGULAR</td>
<td>22 * REGULAR</td>
<td>23 * REGULAR</td>
<td>24 * REGULAR</td>
<td>25</td>
</tr>
<tr>
<td>26</td>
<td>27 * REGULAR</td>
<td>28 * REGULAR</td>
<td>29 * REGULAR</td>
<td>30 * REGULAR</td>
<td>31 * REGULAR</td>
<td></td>
</tr>
</tbody>
</table>

- The calendar displays the type of attendance day. Any date marked with the * (asterisk) symbol is an in-school day.
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