

# FAQs

By Huntington Parents

## SMARTWEB

- **How do I create a SmartWeb account?** The directions are on the HMS website under Parent Corner. You will need your child's SSN and school ID #, which can be found on the top corner of your child's report card. It is very easy to create an account. If you still encounter problems, or do not have a computer at home, contact Ms. Bray, graduation coach, and she will be happy to assist you.
- **How do I logon to SmartWeb?** First, you must have created a SmartWeb account. Then you simply go to the HMS homepage, click on SmartWeb on the left side menu, and type in your UserID (FN#) and your SmartWeb password.
- **I forgot my SmartWeb password?** Contact Ms. Bray, our graduation coach, and she will retrieve it for you. *(Since teachers don't have access to this, this may save the teachers some time.)*
- **Can I change my SmartWeb password?** No. Once created the password can only be changed by our ATS clerk with parent confirmation, thus your child cannot change the password either.
- **Can my child change the password and block me out of SmartWeb?** No. see answer to above question.
- **Should I give the password to my child?** Yes. Since he/she cannot change the password, we encourage students to be involved in his/her education and being accountable for grades and checking on his/her personal progress.
- **How often are grades updated on SmartWeb?** Once a week, usually on Thursday afternoon.
- **How often should I check SmartWeb?** Since grades are usually updated once a week, checking SmartWeb once a week is fine. You don't want to stress yourself on a daily basis over an average. Give a small window of time for a low average to improve.
- **Will the password stay the same for high school or if we move to a new middle school?** Yes, that's why we encourage you to create a simple password you and your child can remember, so you can be in the habit of using SmartWeb regularly when your child gets in high school.
- **Can I create a SmartWeb account for my elementary child?** No. At this time HCBOE does not use SmartWeb at the elementary level.
- **What is the FN?** It stands for Family Number and is assigned to your SmartWeb account once you create your account. This will become your user ID on Smartweb. You will need this number the first time you logon to SmartWeb after creating an account, but afterwards, it typically pops up automatically when you start typing it in the User ID blank.
- **I am still having problems with SmartWeb, to whom do I speak?** Ms. Bray, our graduation coach, will be happy to help you.

## Computer Logons

- **Will my child's computer logon remain the same each year and when they change schools?** Yes, your child's computer logon remains the same from year to year and from school to school, even from MS to HS.

## Notebook Organization

- **My child is very disorganized. How can I help him/her?** Organization is a skill that must be learned and practiced just like any other skill. Even though it is normal for a middle grades student to be disorganized, we must help the student transition out of that stage by teaching and reinforcing organizational skills on a daily or weekly basis.
  - **Notebook:** See the ***Notebook Checklist*** on the HMS website under Parent Corner. This checklist helps the student and parent understand step by step how to set up the 3-ring binder and keep it organized.
    - **Basic notebook supplies needed:**
      - 2" or 2 ½ " 3-ring binder (nothing fancy)
      - 7 sheet protectors to be used as subject dividers
      - Colorful inserts (paper) to go inside sheet protectors to help separate subjects
      - Notebook paper
      - Hole reinforcements (for torn pages)
    - **Agenda:** Parents need to explain the difference between long term planning (yearly calendars) and short term planning (week-to-week calendars), which are both provided in the student agenda.
      - **Long term planning:** Write events in pencil as long term plans are subject to change. Have agenda out during morning announcements so future dates (dances, try-outs, etc. . .) can be penciled in.
      - **Short term planning:** Write a one word or sentence summary of what was learned in class each day (i.e. Math: fractions, pg. 24). This helps students learn to be accountable of their time. Write in homework and other due dates.
      - **Parents:** Please check your child's agenda and use it to communicate to your child's teachers.

## Still have questions. . .

Please ask! Other parents may have similar questions, and we'd love to post the questions and answers here to help out everyone!