WARNER ROBINS MIDDLE SCHOOL WARRIORS
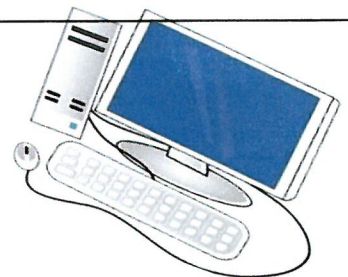
HOW TO CHECK GRADES ON INFINITE CAMPUS

REGISTERING FOR INFINITE CAMPUS (IC) PARENT PORTAL:

1. From your computer visit www.hcbe.net   (We have computers available for Parents use)
2. Click the **PARENTS** tab.
3. Under the parents tab select **INFINITE CAMPUS.**
4. Select **FIRST TIME USERS** and review the information.
5. After you have reviewed the information, go back to the **INFINITE CAMPUS** page, select **PORTAL ACTIVATION KEY**. Enter the requested information: Student ID Number (same as lunch number), Student's Social Security Number, and Student's Birthday, then press Submit.
6. This will give you your Activation Key. The Activation Key is a long number/letter combination that is Case Sensitive which you will need in the next step. (you may copy and paste). Go back to the **INFINITE CAMPUS** page.
7. Select parent portal login then choose **CAMPUS STUDENT** or **CAMPUST PARENT**.
8. On the next screen, you will select **NEW USER**.
9. On the next page, you will enter your Activation Key and click **Submit**.
10. Next, create your Username and Password. Once you've entered those, click Create **Submit**.
11. Congratulations, you have now created your IC Parent Portal Account. Select the "**Back to Login**" option to login to your IC Parent Portal Account.

> ****If you have more than one student, it is not necessary to setup individual accounts for them. Once you login, there is a drop-down menu at the top that allows you to select which of your student's you would like to view.****

TO LOG IN:

1. From your computer visit www.hcbe.net -OR- Save to Favorite's
2. Click the PARENTS tab.
3. Under the Parents tab click INFINITE CAMPUS.
4. To Log In scroll down and click
5. Enter your Personal User Name and Password and click "Sign In"

Infinite Campus — Click here to log in!

USING THE MOBILE APP:

1. BEFORE using the Mobile APP you must create your account online **FIRST**.
2. On the INFINITE CAMPUS page, you will find the links for the campus portal at the bottom. Select Apple or Android and install your preference (parent or student).
3. To continue, Sign In (Log In) using your IC Parent Portal Username and Password
4. Once the app is installed you can change your user name and passwords, set up preferences, and use which notifications you would like to receive.
5. If you are downloading the app, the system will ask for the District and State. Type in Houston for the district and select Georgia for the state. You will then select Houston County. District ID: VNMCHN

See back for Frequently Questions and Answers

Frequently Asked Questions

Q: *How do I view all of my student's grades and assignments?*

A: From the Grades tab, click on a course name to expand the details. You can see all the graded assignments for that particular class.

-OR-

From the Schedule tab, click on a course name to expand the details. This will bring you to the same menu that is visible from the Grades tab, where you can see all the graded assignments for that particular class.

CAMPUS

For Additional Assistance with IC Parent Portal

+ From your computer visit www.hcbe.net

+ Click the PARENTS tab.

+ Under the Parents tab scroll down and click:
  "Infinite Campus Help Tips and Navigation Tricks"

+ To Log In scroll down and click

Middle and High School students now have Infinite Campus portal accounts.

Students will use the same link that parents use to log in:

➢ Their username is their student id/lunch number.

The password format is <first name initial><last name initial><birthdate MMDDYY>

Ex: John Smith, DOB: 01/03/97 = js010397