

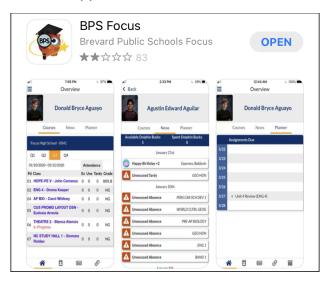
### **BPS Focus Mobile App**

How to Download and Use

The free BPS FOCUS mobile app will allow parents to quickly monitor a child's academic progress and view assignments, grades and attendance throughout the year. This app is a companion to the BPS Mobile App that provides emergency notifications and messages to parents. Both apps are available through the Android and Apple stores. Please note that Brevard Public Schools is not able to assist users with personal devices.

### **Setup Mobile App**

- STEP 1: Go to Android or Apple App store and search for BPS FOCUS
- STEP 2: Download BPS Focus Mobile app



# Logging In

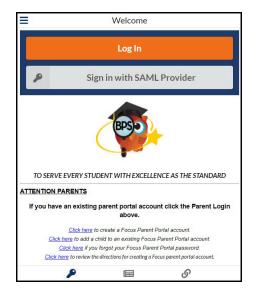
Parents who have already created their Focus Parent Portal account online can proceed to Step 1.

Parents who have not yet created their Focus Parent Portal account need to obtain a PIN number from their child's school and review the directions located at bit.ly/bpsfocusparentsstudents to create their account before they're able to log in to the mobile app.

STEP 1: Click Log in

STEP 2: Enter your Focus Parent Portal account credentials

STEP 3: Click Log In to login



### Overview

Get an overview of each child's schedule, attendance, and grades. Click the marking period options to view other marking periods.

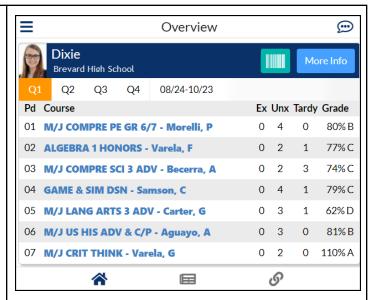
Click the name of the course for more options (Assignment Grades & Teacher Webpage Content).

Click More Info for more options (Courses, Combined News, Combined Planner, and Student Info).

Click the links at the bottom of the screen for more options (School News and School Links).

Click the three lines at the top, left for Settings options.

Click the Messenger link (speech bubble in upper right corner) to message a teacher.



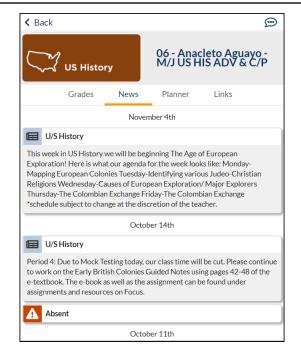
## **Assignment Grades & Teacher Webpages**

Click the name of the class on the Overview page to view these options

Grades: View all gradebook assignments and the grade for the assignment listed by the date last modified by the teacher.

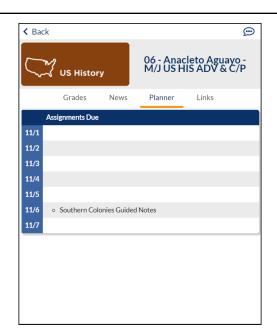
**News:** The news tab displays posts from the teacher webpage as well as absences and tardies.

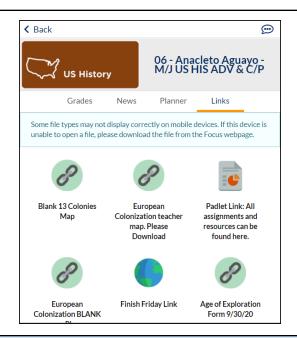




Planner: View what gradebook assignments or tests are assigned to the child for the current week in the class selected.

Links: The links tab is where the resources links are posted from the teacher webpage.



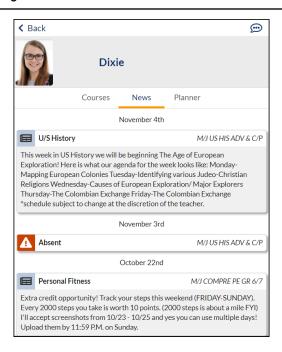


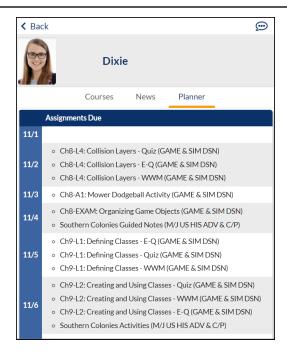
### **Combined News, Combined Planner, and Student Info**

Click More Info on the Overview page to view these options

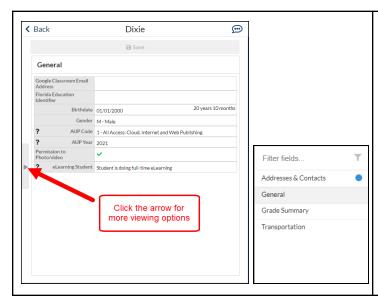
News: This News tab displays posts from all teachers' webpages as well as absences and tardies.

Planner: This Planner tab displays assignments for all courses for the student for the current week.

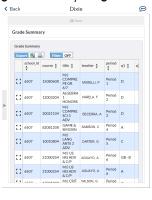




Student Info: View general student information. Click More Info > Student Info to view Addresses & Contacts, Grade Summary, and Transportation information.



Grades Summary: A grid of all marking periods final grades and/or gradebook (GB) grades.



#### Menu

By selecting the 3 bars at the top left (the Menu page) you have select your settings for News and Social Media. You can adjust some settings using the directions below. The option to Logout of the App is located on the bottom of the Menu page on your device.

#### **Settings:**

Allows you to enable **School News** and **Social Media** to be updated on information provided by the school or district.

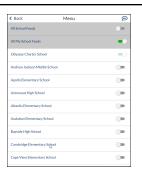
#### **School News Settings:**

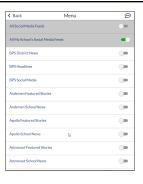
This setting allows school administrators to send important messages to parents using the app. It is turned on automatically for any schools your children attend. You can enable additional schools if you wish to receive any public messages they send.

# Social Media News Settings:

Parents will see social media feeds from school(s) that their child(ren) attend by default. These include postings on the school website homepage. Some schools also provide Facebook and Twitter feeds. Parents can turn these feeds on or off as desired and can select additional schools to follow.







Looking for the BPS Mobile app to receive emergency notifications? Scan this QR Code or search for "BPS Mobile" available in the iOS or Google Play stores.

