How to access and print/ save as PDF the Report cards

Link to PowerSchool to check Report Cards is:

https://uk-ps.acs-schools.com



And click on the left menu Report Cards:



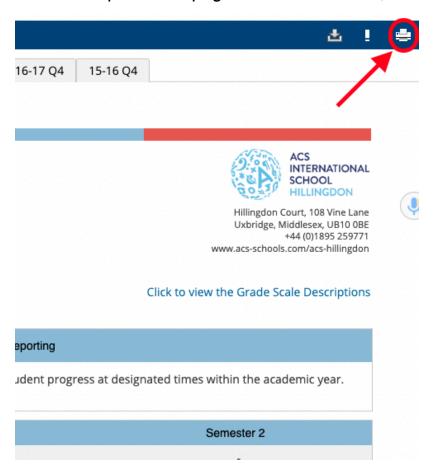
If you want to save the Report Card as **PDF** or **print** it, please follow these instructions:

From a computer:
From an iPhone:

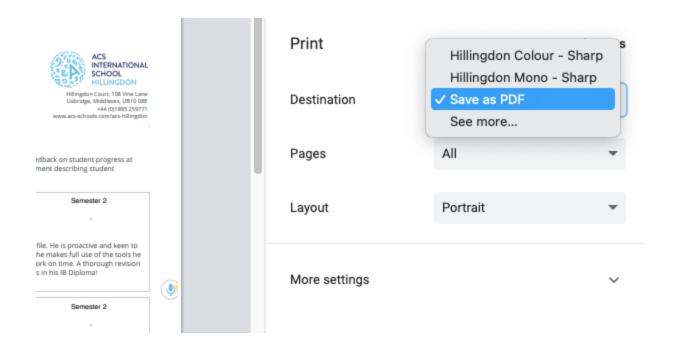
From an iPad:

From a computer:

From the Report cards page click on the Printer/icon



Select Save as PDF or select your home printer:



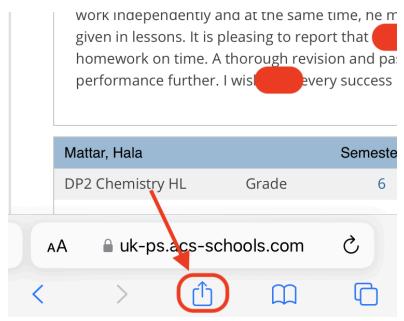
Now you can save the report card as a pdf file or print it.

From an iPhone:

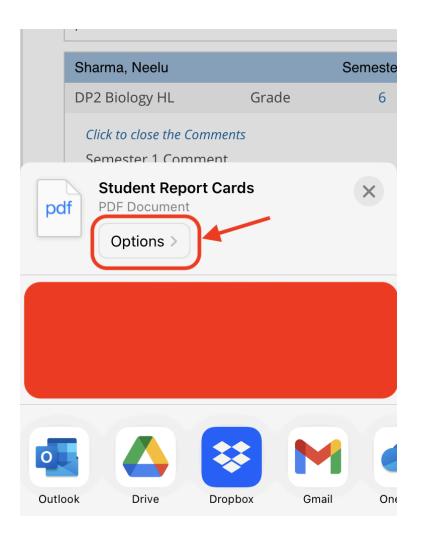
Click on the left menu **Report Cards**:



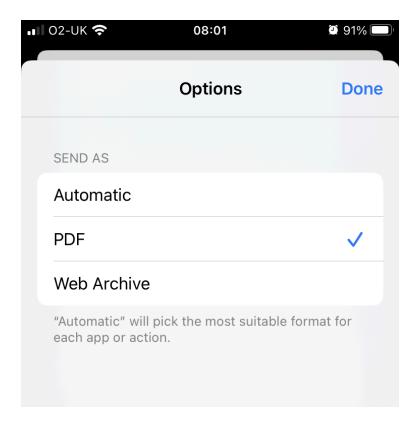
From the Report Cards page select **Share**:



Click on **Options**:



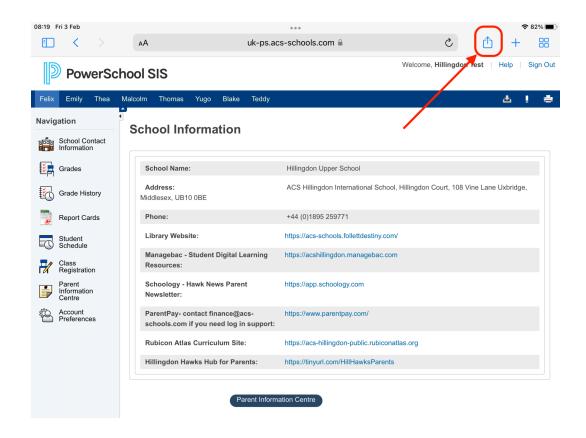
Select **PDF**:



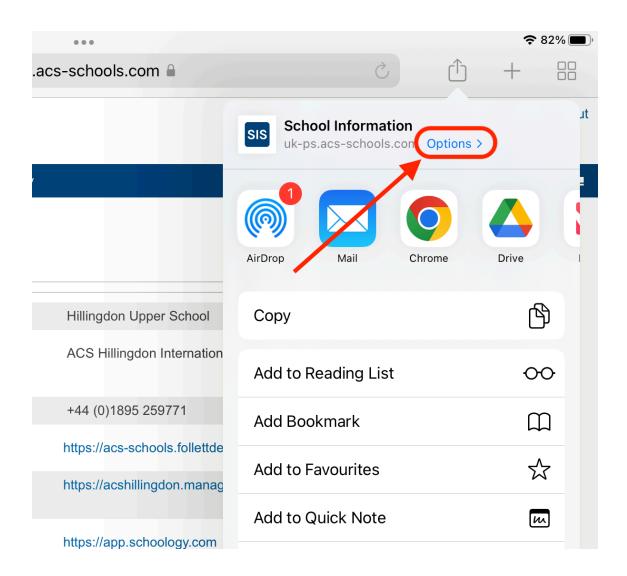
Now you can share the file using emails or save it on your Google Drive / Dropbox, etc.

Printing from an iPad:

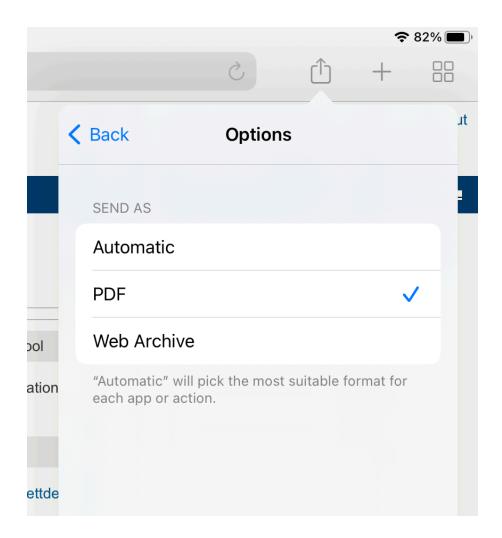
The procedure is similar to the iPhone to <u>save it as a PDF</u>: Go to the Report cards page, and click on the Share



Click on **Options**:

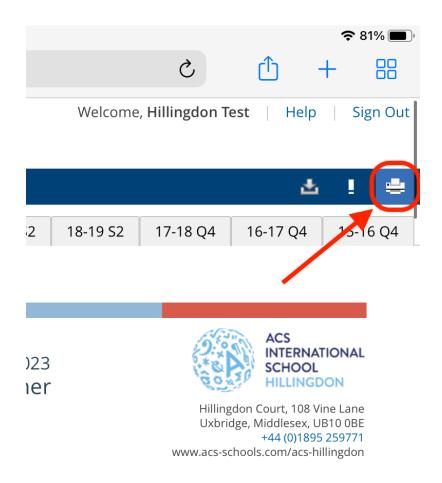


Select **PDF**:



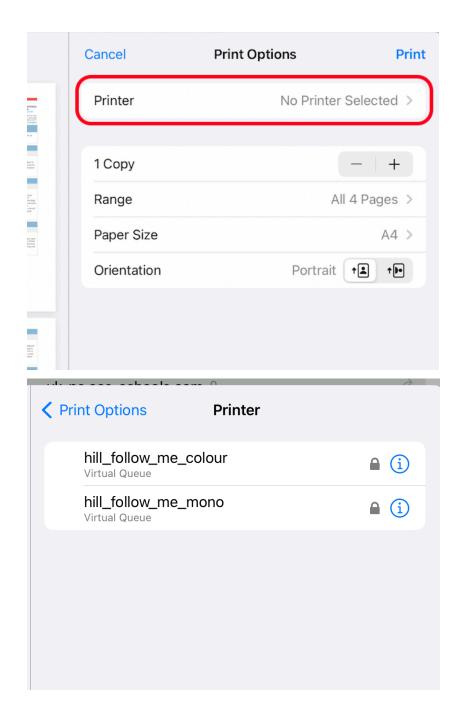
Now you can share the file using emails or save it on your Google Drive / Dropbox, etc.

To <u>print it</u> from a Physical printer, select the **Printer icon** at the top-right:



Click to view the Grade Scale Descriptions

Select your home printer:



Now you can print the report card

If you have any problems, please contact the Digital Teaching and Learning team at hill-dtl@acs-schools.com