

Printing Report Card from Parent/Student Portal

[Video: Printing Report Card from Portal](#)

Parents/Guardians can log into **SchoolTool** and access final grades, and print a report card. You will need a SchoolTool account. If you don't have an account, contact the student's school.

Log in to the SchoolTool site from your web browser (Internet Explorer, Google Chrome, Mozilla Firefox, and Apple Safari).

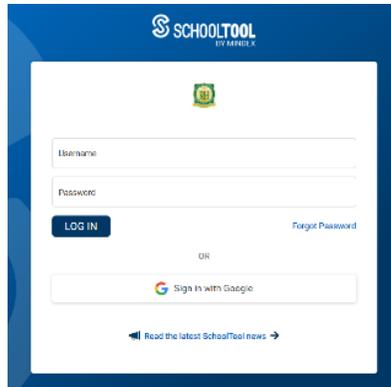
Using the following URL: <https://monroeoneic01.schooltool.com/RHCSD/Default.aspx>

If your e-mail address is a Gmail account you can use 

OR enter

Username: This is your e-mail address

Password: This is case sensitive



Forgot Password: Click on the link and enter your email address to have a password reset emailed to you

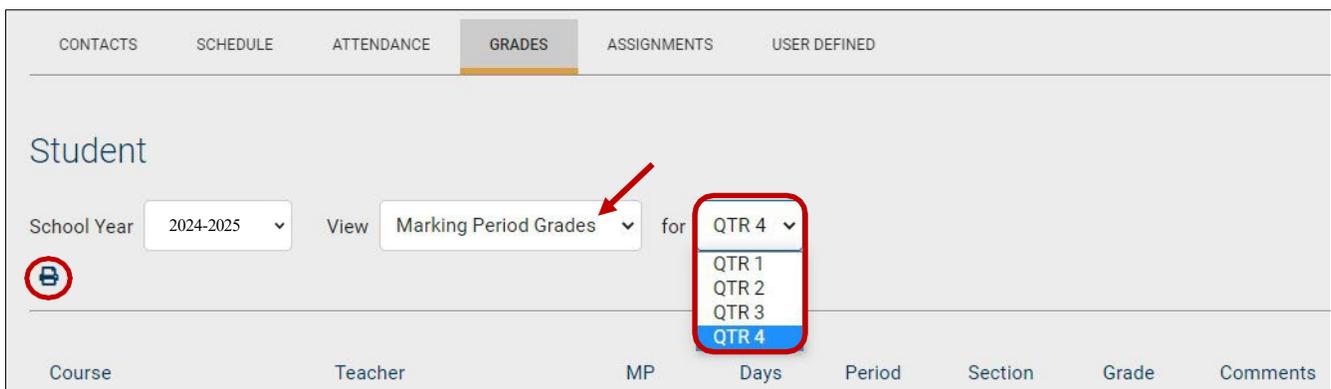
Note: Passwords can be changed after you login. Select: Home > My Home > Account

To access the student record, click the View Student Record  button, or click on the student's photo or name.

Select the Grades Tab

The Grades tab shows grades in each class, depending on the View and grading interval selected.

- You can print a final report card by selecting **Marking Period Grades** for QTR1, QTR2, QTR3, & QTR4 and clicking on the printer icon 



Views: Marking Period Grades: This option will display report card information for the interval selected.

Note: The Grade column will display 'None' until grades have been published. The printer will display when the grades have been published.