

Student ID# _____

Dear Parent,

The administrators and teachers of Queen City ISD firmly believe that parental involvement is one of the keys to student success. With this in mind, we are excited about an opportunity for parents of our students in grades 1 - 12: online access for parents to their children's current grade averages. This means that if you have a connection to the Internet, you can go online to the web address provided below and login to our district electronic grade book.

To implement your access please follow the instructions below:

Enable your computer settings to allow popups (i.e. popup blockers need to be disabled).

Go to the website, <https://queencity.gradespeed.net> .

Click on Parent.

In the left bottom corner, click on "Click here to sign up".

On the Parent Account Signup page, fill in the information that is being requested.

Your password should be a least 6 characters and can be any combination of letters and numbers (but must contain at least one number).

Check the box located under the User Agreement.

Click signup on the bottom of the page.

When the Sign In page appears, type in your username and password and click Log On.

On the right hand side of the screen, click on Add a Student to My Account.

Fill in all requested information and select your child's campus.

Include student ID number that is indicated above.

Click submit.

If you need to add more children, click on the Add Students button and complete the information on your other children.

When finished adding all your children enrolled in the district, click Log Out either at the top right corner or lower left-hand corner.

After you have completed the above steps, your access should be available in just a few days so please keep checking the site until it allows you in!

Thank you,
Donna Wright
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District Gradebook Manager