

School Portal/Teacher Site Login Instructions



Prairie Valley School Division
School Division #208

A screenshot of the login page for Prairie Valley School Division. The page has a dark green background. At the top left is the Prairie Valley School Division logo. To the right of the logo, the text "Prairie Valley School Division" and "School Division #208" is displayed. Below the logo, there is a "Security" section with a link "(show explanation)". Under "Security", there are two radio button options: "This is a public or shared computer" (which is selected) and "This is a private computer". A warning message follows: "Warning: By selecting this option you acknowledge that the computer complies with your organization's security policy." Below the security options are two input fields: "Username:" and "Password:". To the right of the "Password:" field is a "Log On" button. At the bottom left of the page, there is a small copyright notice: "© Prairie Valley School Division".

Log in with the students PVSD network login information (the username and password you log in to your computer with).

Username for Students

FirstnameLastname (for example - janesmith)

Password – your password

General Tips

1. PVSD websites work with Internet Explorer (IE) 7.0 but are optimized for IE 8.0 and up. Other browsers such as Firefox, Safari and Google Chrome will work; however, they do not support all of the features that IE does. If you receive an error message while using a non IE browser, please use IE.
2. Toolbars and add-ons can affect your ability to log in to the websites or can cause errors. If you are having issues with the site try disabling any toolbars you have installed.
3. To read or edit a Microsoft Office Document such as Word or Excel you need Microsoft Office installed on your home computer.
4. To open a PDF document you need a PDF reader. Adobe Reader is available free for download [here](#).

Internet Explorer Tips:

1. **Accept any prompts to install add-ons and active x.**

NOTE - You will see a yellow bar across the top of the webpage when there is an add-on that needs to be installed.

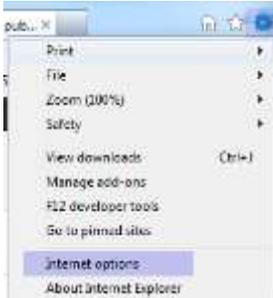


2. Add the site to Local Intranet security.

- a) Double click on *Internet* in the bottom right hand corner of the screen.



Note: In IE9 you will need to click on the 'wheel' icon and choose Internet Options from the dropdown menu. Then click on the *Security* tab.



- b) Click on Local Intranet and then on the *Sites* button.

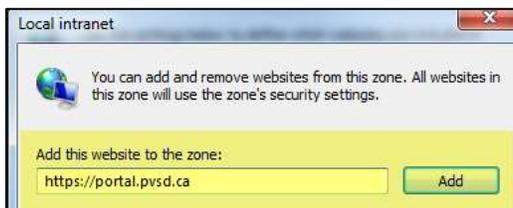


- c) Click the *Advanced* button



- d) Type in <https://portal.pvsd.ca>

Click the *Add* button



3. If you are still experiencing issues uncheck the Enable Protected Mode box. To do so double click on Local Intranet in the bottom right corner of Internet Explorer.



4. If you are getting prompted to login repeatedly when accessing documents ensure Pop-Up blockers are turned off.
- In Internet explorer click on *tools* or the  button in the top menu bar and then select internet options.
 - Click on the privacy tab
 - Be sure pop-up blocker is unchecked



5. Toolbars can also cause issues. If you are still having issues Disable or uninstall any added toolbars.

To disable a toolbar click on either *Tools* or the 'wheel' icon in the top menu. Click on *manage add-ons* and select the name of the toolbar. Click on the disable option.

Tool bars can be removed in Add/Remove Programs.