



Accessing Student Report Cards on Sycamore

There are two ways to access student report cards on Sycamore. See below for instructions.

- 1. When you log into Sycamore, you should see a screen like the one below with your student's name and silhouette at the top right.**

Blessed Sacrament School
A Three Time Blue Ribbon School of Excellence
2019-2020

Good Morning,

School Home | **School Home** | **Information** | **My Students**

Calendar | News | My Student

Calendar - Next 20 Upcoming Events All Events

October

Wed 30 All-School Mass

November

Fri 1 No School - All Saints Day
 Mon 4 No School - Teacher In Service
 Tue 5 No Bus Service
 Wed 6 5 - 8 Mass
 Thu 7 Reconciliation Retreat (Parents & Children)
 Fri 8 End of T1
 Fri 8 K - 4 Mass
 Fri 8 Ladies Fall Event
 Sat 9 Fall Cleanup
 Sun 10 Get to Know BSS
 Mon 11 Veteran's Day Prayer Service
 Wed 13 5 - 8 Mass
 Fri 15 K - 4 Mass
 Tue 19 Picture Day Re-Takes
 Fri 22 All-School Mass
 Wed 27 Thanksgiving Break - No School

My Students

Student Name

Today

Events | Who's On | Lunch

Time Event
 No School Events Scheduled

Student Birthdays

October

28th	3rd
28th	3rd
28th	3rd
29th	2nd

Featured

Photos | Documents | Links

Name

Edmodo

- 2. Hover over the student silhouette at the top right. Another menu will appear.**

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My Students

Student Name

Today

Events | Who's On | Lunch

Time Event
 No School Events Scheduled

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October

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Featured

Photos | Documents | Links

Name

Edmodo

Hover Over

3. Click 'Documents' on the menu that appears.

Blessed Sacrament School
A Three Time Blue Ribbon School of Excellence
2019-2020

Good Morning,

School Home

Information

My Students

Calendar - Next 20 Upcoming Events

October

November

Profile
Documents
Grades
Schedule
Attendance
HW/Assign

Today

Events

Student Birthdays

Featured

Photos Documents Links

Name
Edmodo

4. A new window will pop up. All student report cards will appear in a list for download with the most recent documents at the top.

app.sycamoreschool.com/index.php

My Students Dashboard - Google Chrome

app.sycamoreschool.com/mystudent.php?sid=1347031&task=documents

My Student /

General Documents Grades Schedule Attendance

Date	Name	Size	School Year
Jun 21 2019	2018-2019 Medical Record	1359	2018-2019
Jun 21 2019	2018-2019 Report Card - S1	45645	2018-2019
Jun 20 2019	2018-2019 Grade Card - S3	61884	2018-2019
Mar 11 2019	2018-2019 Grade Card - S2	61374	2018-2019
Dec 03 2018	2018-2019 Grade Card - S1	60847	2018-2019

Close

Good Morning,

Student Name

On Lunch

Event

Scheduled

October

3rd

3rd

3rd

2nd

Documents Links

Method Two

1. On the left side of your Sycamore page, click on 'My Family' and then 'Students'.

The screenshot shows the school's website interface. On the left, a blue sidebar contains a navigation menu with 'My Family' and 'Students' highlighted by red circles and arrows. The main content area displays a calendar of events for October and November. On the right, there is a 'My Students' section with a profile card for a student named 'Student Name' and a 'Today' section showing events and birthdays.

1. Click 'My Family'

2. Click 'Students'

https://app.sycamore.school.com/myfamilystudents.php

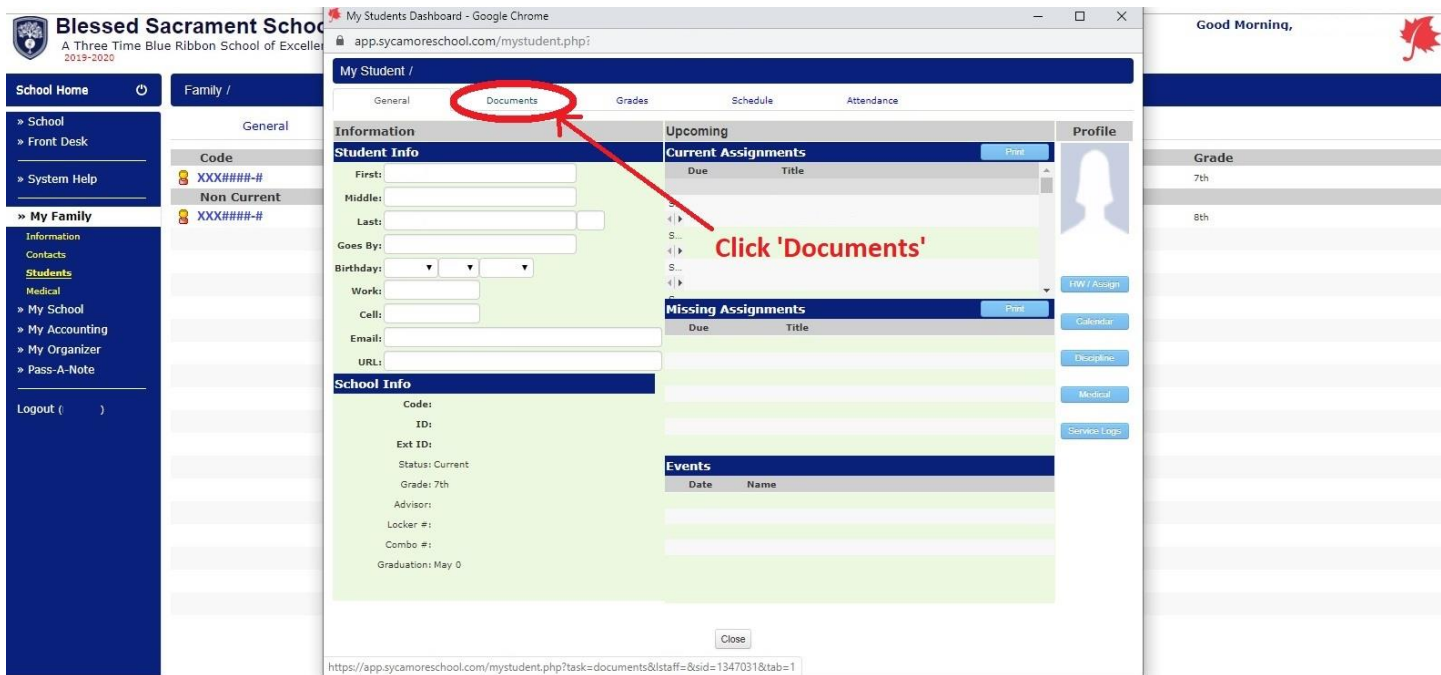
2. To the left of your student's name is a student code in blue. Click that code.

The screenshot shows the 'My Family' page with the 'Students' tab selected. A table lists student information with columns for Code, Name, DOB, Age, and Grade. The 'Code' column contains blue text 'XXXX##-#'. A red circle and arrow point to this code, with the text 'Click the Student Code' below it.

Code	Name	DOB	Age	Grade
XXXX##-#	Name, Student	<input checked="" type="checkbox"/>		7th
XXXX##-#	Name, Student	<input type="checkbox"/>		8th

Click the Student Code

3. Along the top of the window that opens, click the 'Documents' tab.



4. All student report cards will appear in a list for download with the most recent documents at the top.

