



# HIGH SCHOOL OF HOSPITALITY MANAGEMENT

## PUPIL PATH GUIDE FOR PARENTS

### What is Pupil Path?

Pupil Path is a student information system for Parents/Guardians and students. It allows them the access to view important student and school information such as student attendance records, class schedules, assignment due dates, grades, school announcements, and more. This is a convenient tool for both parents and students to keep up with class work and student performance.

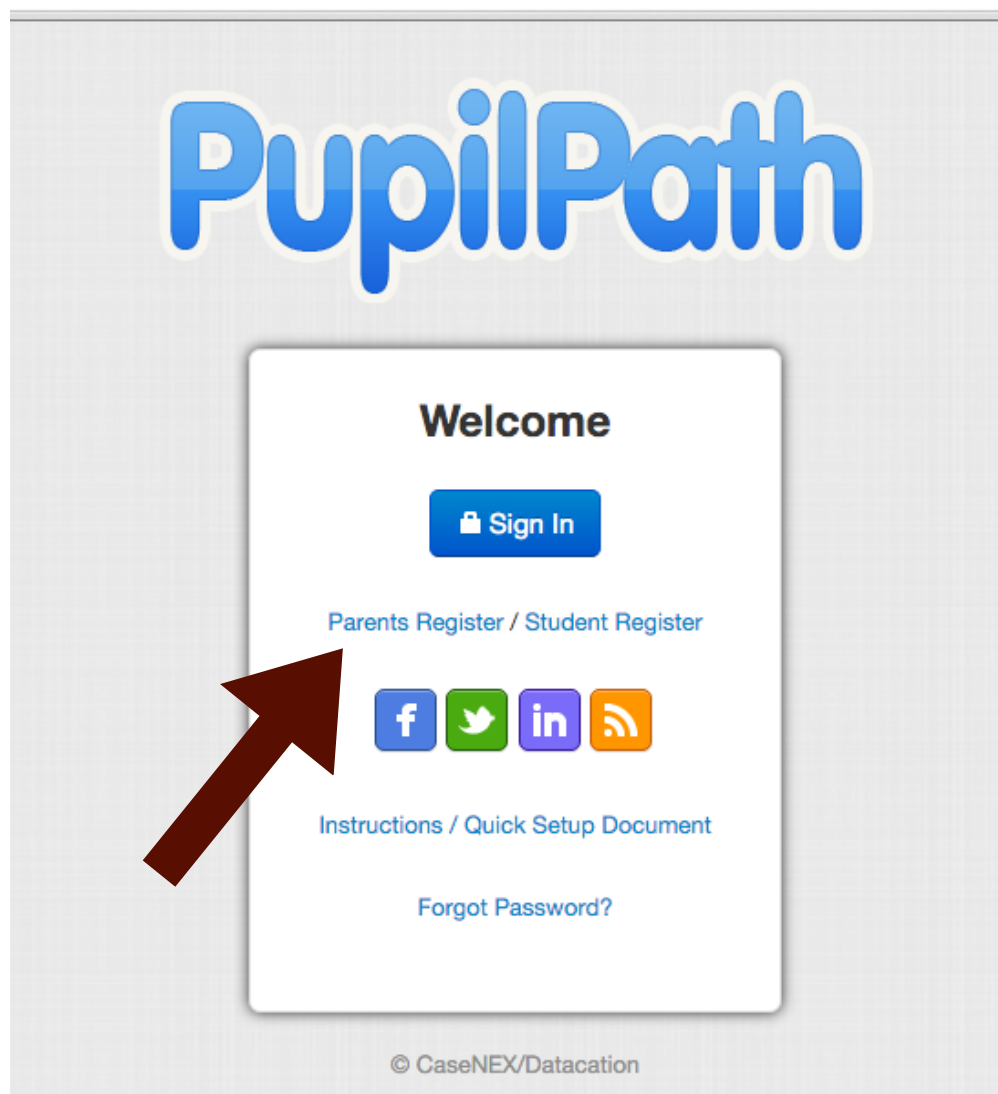
By enabling you to see this information on a daily basis we can work together to ensure that our children remain on track in every class and get the most out of their education.



# REGISTRATION

**First, you must register to Pupil Path.** You will be receiving or have already received a Pupil Path invitation letter. This letter will provide you with your Student's OSIS (ID) number (a unique 9 digit number) and the registration code needed in order to sign up. If you have not received this letter, or have misplaced your letter, please contact your school's Parent Coordinator for a copy.

**\*\*For registration make sure you have your invitation letter nearby, You will need information from the letter to complete the registration process.**



**To register you will need to:**

1. Open your web browser and type into your URL window,

**<https://pupilpath.skedula.com/>**

2. Your home screen will look like the image above. Once you arrive on that screen click on **Parents Register**. The arrow on the image above shows where this is on the home screen.

**Pupil Path.com**

Welcome

Log in

Parent Registration

Student Registration

Forgot Password

Datacation

CaseNex

Other Products

### Parent Registration

Already have an account but need to add additional students, or did your child change schools? Sign in and click Add Student on the left.

#### Parent Information

Email Address:

Prefix:

First Name:

Last Name:

#### Student Information

School:

Student ID:

Date of Birth:

Registration Code:

Register

3. This will now be the screen you see after clicking on Parents Register.
4. Enter your **E-mail Address** in the first box, this is not optional. **Please make sure this is your personal email address and not your child's email.**
5. Click on the drop-down menu and select your **Prefix** (Mr., Ms., etc.) then enter your **First Name** and **Last Name**.
6. Choose **02M296 - High School of Hospitality Management** from the Drop-Down Menu.
7. Enter your child's 9-Digit OSIS # (**Student ID**) found in the invitation letter.
8. Select your child's Birthday (**Date of Birth**) by choosing the appropriate date from the calendar that appears. You may also type in the birthday as **MM/DD/YYYY**.
9. Enter your **Registration Code** which is found in the invitation letter. **Submit the Registration Code the way it looks like on the letter.**
10. You are now ready to click **Register**.

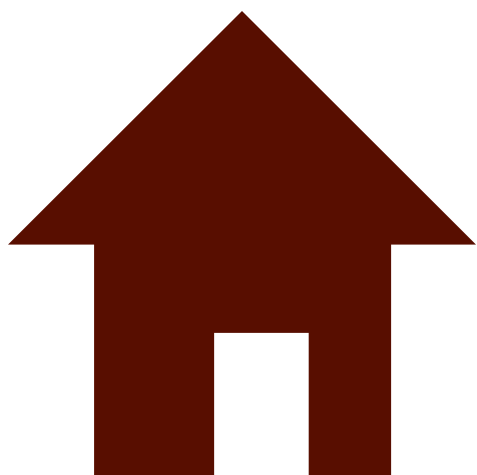
**\*\*You will be receiving an E-Mail with your password and a link to activate your account. Please keep this E-mail in case you forget your password.**

✓ Thank you for registering. Your username is  Set your password by clicking [HERE](#) and you will be logged in.

A screenshot of the PupilPath 'Set Your Password' form. The form has a blue header with the 'PupilPath' logo. Below the logo, the title 'Set Your Password' is displayed. There are two input fields: 'New password:' and 'Confirm new password:'. Below these fields are two buttons: 'Set My Password' and 'Cancel'. At the bottom of the form, it says '© CaseNEX - 2012'. A large brown circle is drawn around the entire form, and a brown arrow points from the circle towards the 'HERE' link in the message above.

11. You will then see a small green message on the top, the message will thank you for registering and ask you to set your password by clicking the blue word '[HERE](#)'.
12. Then it will open a window asking you to set your **New Password** and then **Confirm New Password**.
13. You click on **Set My Password** and then you are fully registered.

## PUPIL PATH HOME PAGE



Once you register and log in, you will see the Home Page. From here you can click on any Main Tab, or Shortcut to view information on your child. You can also find a description of the key information you can access in each Tab, or Shortcut as you continue to look at the HSHM Pupil Path Parent Guide.

**Pupil Path.com**  
High School of Hospitality Management

Home  
Dashboard  
Class Schedule  
**Assignments**  
Grades  
Attendance  
Calendar  
Progress

Grades Assignments Attendance Calendar

**Courses**  
Select a course from the list below to view course performance.

Course	Title	Teacher	Department	Average
EAS11-01	English	PANIAGUA	English/ESL	-
EAS11-01	Writing	LANGE	English/ESL	-
ZL-01	LUNCH	MOMPOINT	Functional Codes	-
MQS11-01	General Algebra Concepts	WILLIAMS	Mathematics	-
PES11-01	HEALTH	PANIAGUA	PE and Health	-
PQS11-01	Phys Ed	MCHALE	PE and Health	-
SQS11-01	Physical Science	WILLIAMS	Science	-
HS11-01	General History	LANGE	Social Studies	-
TQS11-01	Info Tech	WILSON	Technology	-

1. The first arrow with the number 1, is where the primary navigation bar is. By using this bar you will be able to navigate the Dashboard and access what you are looking for.
2. The second arrow with the number 2, is where the Quick Action Icons are located. It will allow you to view the following: grades, assignments, anecdotal logs, attendance, school calendars, and messages.
3. On the primary home screen, you will also see the student's class schedule and a brief overview of how they are doing in each class.

The **CLASS SCHEDULE** displays your child's current schedule and teachers. The **ASSIGNMENTS** tab displays assignments and grades on each. You can choose from the All Assignments view, the Upcoming Assignments view and the Graded Assignments view. The **GRADES** tab displays grades for past and present. The **ATTENDANCE** tab displays daily attendance and attendance history for any class where the teacher is using the online attendance function. The **CALENDAR** tab displays the Master School Calendar as well as the child's course calendar including due dates and upcoming assignments. The **PROGRESS** tab compares your child's earned credits and Regents passage against the New York State Graduation requirement.