

# Parent K12Datamine Instructions

To check your child's grades online:

- Click on the icon on my web page [www.mhsmedia.com](http://www.mhsmedia.com) or go to <https://merrillville.k12datamine.com>
- You will need to log in. Your user name is \_\_\_\_\_.  
Your password is \_\_\_\_\_. (You must use all caps for the password)
- Click on your child's picture.
- Click on the word "Trends" in the blue bar across the top. Another bar or choices will appear lower on the screen.
- Click on the green icon near the middle that says "Daily Grades." Your child's grades for all of his/her classes for both grading periods will appear.

**PLEASE NOTE:** There is about a 24 hour lag time between when a teacher puts a grade in the grade book program and when it shows on K12Datamine. Also, I have found that if a teacher creates a column for an assignment but has not entered grades for it yet, the student/parent will see a "0." Do not panic. Instead, ask the teacher if a grade has been entered yet so that an error could be corrected if an error has been made.

## **Symbols used in recording grades:**

X = excused - This grade does not count for or against your grade.

Z = zero - This represents work where the student made no attempt, had a homework slip, or had an unexcused absence including suspensions. Work from a Z cannot be made-up for credit.

The same information can be used to access the grades for all of your children attending a Merrillville Community School Corporation school.