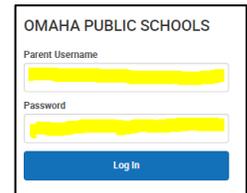


# 22-23 Husky Business Directions

**BEFORE** attending Husky Business, we request that you complete the following steps as you are able. **The majority of these steps are completed online; and should be possible through a student's Omaha Public Schools iPad or a home device.** Support and devices will be available on August 2<sup>nd</sup> and 3<sup>rd</sup> at school Husky Business but you can save time by completing these steps ahead of time. We are here to help!

## STEP 1 Ensure that you can log in to the PORTAL

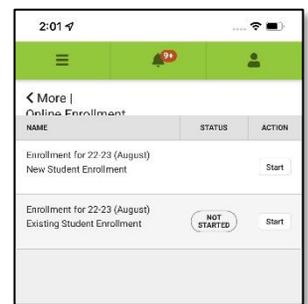
All parents/guardians are **REQUIRED** to have access to the parent side of Infinite Campus. Students and Parents / Guardians should both log into the Student Portal & Parent Portal in Infinite Campus to complete orientation. **You can find directions on the next page.**



## STEP 2 Complete the Annual Update of Student Information in the PORTAL

At the start of each school year, it is required that parents & guardians confirm and update contact and health records **for the safety of our students.** Once logged in to the Parent Portal, guardians will be directed to update information for ALL of their students enrolled in Omaha Public Schools.

*\* If you have moved to a new address please make sure you bring documentation to orientation to ensure school information is received at the correct home.*

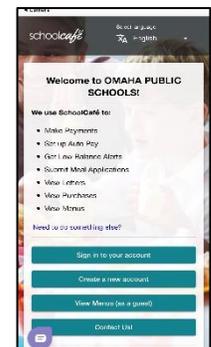


## STEP 3 Complete and Sign Technology Agreement in the PORTAL

Inside of the portal, under the menu, please select DOCUMENTS. Please review and provide an electronic signature on the Technology Agreement Form. **Then ask your student to log into the portal from their iPad or device and sign the student version of the tech agreement.**

### Complete the Educational Benefits Form (EBF) on SchoolCafe.com

The Educational Benefits Form is the application which can provide your student with a FREE Activity Card as well as many more free and discounted opportunities. Go to [schoolcafe.com](http://schoolcafe.com)



optional



### Pre-Pay for a la carte food items

All student meals are FREE but this does not include a la carte items. Money is required on a student's account for these purchases. Go to [schoolcafe.com](http://schoolcafe.com) or download the SchoolCafé app to add money to a student's account or contact us at [customercare@schoolcafe.com](mailto:customercare@schoolcafe.com) or OPS Nutrition Services at 531-299-9437 with questions.

### Purchase Technology Insurance & Activity Cards for this school year

The links are provided in the **Message Center** when you are logged into the Parent PORTAL.



## STEP 4 Attend Back-to-School Orientation August 2 from 1-7 PM OR August 3 from 8Am-2PM

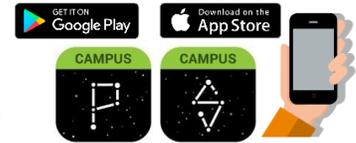
**BRING** (1) student iPad (make sure it is charged), (2) any prescriptions or medical devices if needed, (3) any athletics checkout documentation if applicable, and (4) money if you plan to purchase, parking pass, technology insurance, or an activity card.

# Directions for logging into the Parent Portal

1

Find and download the application from Google Play, Amazon Apps or App Store. *With the app you can choose to receive PUSH notifications!*

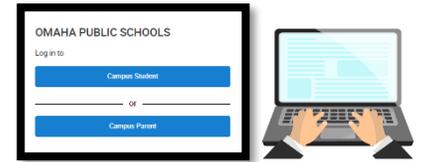
NOTE: To use the app, mobile devices must be on an Android version of 4.4 or later and iOS devices must be on a version of 9.0 or later.



OR

Visit [campus.ops.org](http://campus.ops.org) through a web browser.

Select **CAMPUS STUDENT** or **CAMPUS PARENT (Guardian)**



2

**Already have an account?**

1. Enter your **Username** and **Password**.
2. To enable app PUSH NOTIFICATIONS, select **“Stay Logged in”**
3. Click **Log In**

**Don't have an account?**

1. Click **New User?**
2. Enter your **Activation Key** and then **Submit >>>>**
3. Enter a **Username** and **Password** and click **Submit**

**>>>No Activation Key?**

Contact our main office at (531) 299-2740 between 8am-3pm M-F.



3

Notifications are available **through the mobile apps**. You may need to enable notifications on your device as well, in addition to the app settings.

1. Before you log in, mark **Stay Logged In** to receive notifications.
2. After logging in, click the **user menu** in the top right and then click **Settings** and **Notification Settings**.
3. From there, indicate which types of notifications you would like to receive and set the threshold for notifications. For example, indicate if you only want to receive Assignment notifications if the score is below 70%.
4. Click **Save**.

