

SPAN

General instructions for accessing a student's grades in SPAN. Use the links below for accessing the log in page or the password recovery page for SPAN. There is approximately a 24 hour delay for grades entered by 4 pm during a school day. Those changes will not be reflected until 5 pm the next day. If you cannot access your account you can use the **Password Recovery** link or contact Knightdale HS Student Services (919) 217-5400.

Login: <https://span.wcpss.net/include/login.php>

Password Recovery: <https://span.wcpss.net/recover.php>

The screenshot shows the SPAN Login page. At the top left is the Wake County Public School System logo. At the top right is the text "Student/Parent Access Network (SPAN)". On the left side, there is a navigation menu with "SPAN Login", "Password Recovery", and "Technical Support". The main heading is "SPAN Login". Below it is a paragraph explaining that SPAN is designed to give WCPSS high school students and parents access to their records, including schedules, attendance, and grades. Students can also choose their course selections for the upcoming school year using SPAN.

Logging In For the First Time

- When you log in, you will need to change your password immediately.
- A pop up screen will ask you for your old password, and then it will ask you for your new password.
- Please type in your old password, which was provided by your school.
- Then create your new password - one that you can remember but would be difficult for anyone to guess. This new password must be 6 characters long and contain letters and numbers.

IMPORTANT INFORMATION ABOUT YOUR PASSWORD:
After 3 unsuccessful login attempts, your account will be automatically disabled and it will need to be manually reactivated by your school before you can access SPAN. If you have lost or forgotten your password, select "Password Recovery" in the upper left corner to have a new password emailed to you. Password recovery will not work if your account has been disabled.

WCPSS is updating SPAN to increase the speed of accessibility. This requires a data capture that will occur each day after 4:00 pm. All information entered by 4:00 pm will appear in SPAN by 5:00 am the following day. In order to implement this process effectively, SPAN will be unavailable daily from 6:30 - 7:00 pm and from 3:30 - 4:00 am.

User Name:
Password:

Forgot your password? [Click here to access password recovery.](#)
Need assistance? [Click here to request technical support.](#)

SPAN Navigation Overview

This document outlines the basic navigation functions of SPAN. Below are basic descriptions of the navigation on the left of your SPAN page.

Demographics
Attendance
Schedule
Academic Progress
Grades
View Recommendations
View Course Selections
Detention
Discipline
Fines/Fees
Lockers
Parking
Textbooks
Tech Support/ Report Invalid Data
Change Password
Log Out

Demographics- basic student information (i.e. Phone number, address, parental/guardian contact information) If any information is incorrect, please contact your school's Student Services office to update your information.

Attendance - view student attendance/tardies marked by teachers.

Schedule- view the student's first and second semester.

Academic Progress- monitor the student's current semester grades.

Grades- view the student's grades for courses previously taken.

View Recommendations- view recommendations made by teachers for courses to sign up for.

View Course Selections- view course selections made for upcoming semesters.

Detention- view when a student has been assigned a detention.

Discipline- view any discipline referrals submitted by teachers and administrators.

Fines/Fees-view any fees a student may have (i.e. Library fines, missing library books, lost textbooks, etc).

Lockers- view a student's locker assignment.

Parking- view a student's parking assignment.

Textbooks- view any books currently assigned to a student. Students usually may take these book home if they are assigned.

Tech Support- contact WCPSS issues regarding technical issues associated with SPAN.

Change Password- change your SPAN password.

Log Out- log out of the SPAN system.


Academic Progress

View and access your student's grades by clicking on the **Academic Progress** in the navigation bar on the left (circled in RED). Once you click on this you will have the ability to see your student's averages for all courses for the current school year. Below briefly explains what the semester numbers means.

Semester 0 = Year long courses, these courses alternate between A days and B days

Semester 1 = First semester courses

Semester 2 = Second semester courses


Student/Parent Access Network (SPAN)

- Demographics
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- View Course Selections
- Detention
- Discipline
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- Lockers
- Parking
- Textbooks
- Tech Support/
Report Invalid Data
- Change Password
- Log Out

Student Information for [Name], [Grade]

Grade: 09


Student ID: [Redacted]

Homeroom: [Redacted]

Student's Administrator: [Redacted]

Student's Counselor: [Redacted]

Student's Email Address: Not Listed



Select	Course	Teacher	Sem/Day/Per	Current Marking Period Average
<input type="radio"/>	PAIDEIA WORLD HISTORY (HONORS)	[Redacted]	0/1/2	18.75(F)
<input type="radio"/>	PAIDEIA ENGLISH 9TH (HONORS)	[Redacted]	0/2/2	55.889(F)
<input type="radio"/>	VISUAL ARTS 1	[Redacted]	1/0/1	93(A)
<input type="radio"/>	BIOLOGY (HONORS)	[Redacted]	1/0/3	87(B)
<input type="radio"/>	Theatre Arts I	[Redacted]	1/0/4	0(F)
<input type="radio"/>	GEOMETRY (HONORS)	[Redacted]	2/0/1	60.917(F)
<input type="radio"/>	Technical Theatre I	[Redacted]	2/0/3	96.082(A)
<input type="radio"/>	HEALTHFUL LIVING I	[Redacted]	2/0/4	96.83(A)

[View Progress Report](#)

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Viewing Individual Courses

To view individual courses click on the bubble to the left of the course name. Then click on **View Progress Report** to see more specific information about a course such as homework, tests, class assignments, and teacher contact information.

WAKE COUNTY PUBLIC SCHOOL SYSTEM **Student/Parent Access Network (SPAN)**

Student Information for [Name], [Grade]

Grade: 09
Student ID: [Redacted]
Homeroom: [Redacted]
Student's Administrator: [Redacted]
Student's Counselor: [Redacted]
Student's Email Address: Not Listed



Select	Course	Teacher	Sem/Day/Per	Current Marking Period Average
<input type="radio"/>	PAIDEIA WORLD HISTORY (HONORS)	[Redacted]	0/1/2	18.75(F)
<input type="radio"/>	PAIDEIA ENGLISH 9TH (HONORS)	[Redacted]	0/2/2	55.889(F)
<input type="radio"/>	VISUAL ARTS 1	[Redacted]	1/0/1	93(A)
<input type="radio"/>	BIOLOGY (HONORS)	[Redacted]	1/0/3	87(B)
<input type="radio"/>	Theatre Arts I	[Redacted]	1/0/4	0(F)
<input type="radio"/>	GEOMETRY (HONORS)	[Redacted]	2/0/1	60.917(F)
<input checked="" type="radio"/>	Technical Theatre I	[Redacted]	2/0/3	96.082(A)
<input type="radio"/>	HEALTHFUL LIVING I	[Redacted]	2/0/4	96.83(A)

[View Progress Report](#)

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Course Information

After choosing a specific course you can see all the assignments that have been assigned by the teacher along with any comments. If a class has a web page you will be able to see a link to that page (not all teachers have a web page). The current average for the class is circled in **RED**.

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- Textbooks
- Tech Support/
Report Invalid Data
- Change Password
- Log Out

Student Information for [Redacted Student Name]

Grade: 09
 Student ID: [Redacted]
 Homeroom: [Redacted]
 Student's Administrator: [Redacted]
 Student's Counselor: [Redacted]
 Student's Email Address: Not Listed



Course:	HEALTHFUL LIVING	Current Marking Period Average: 96.83(A)
Sem/Term/Day/Per:	2/0/0/4	
Teacher:	[Redacted]	

Assessment	Category	Type	Due Date	Points Earned	Points Possible	%	Comments
Who Am I Poem	Default	DEFAULT	01/26/2012	10	10	100(A)	
Identity Wkst	Default	DEFAULT	01/27/2012	10	10	100(A)	
Notes	Default	DEFAULT	01/27/2012	25	25	100(A)	
week 1 grade	Default	DEFAULT	01/27/2012	100	100	100(A)	
Cultural ID/Facebook Page	Default	DEFAULT	01/31/2012	25	25	100(A)	
Unit 1 Test	Default	DEFAULT	02/01/2012	0	40	0(F)	
Tag	Default	DEFAULT	02/02/2012	30	40	75(D)	
Unit 2 Notes	Default	DEFAULT	02/02/2012	25	25	100(A)	
Week 2 Grade	Default	DEFAULT	02/03/2012	100	100	100(A)	
Week 3 Grade	Default	DEFAULT	02/06/2012	80	100	80(C)	
Mental Disorder Pamphlet	Default	DEFAULT	02/08/2012	40	40	100(A)	
Test 2	Default	DEFAULT	02/08/2012	25	30	83(C)	

Assessment Type Averages			
Category	Assessment Type	Weight (% of Final)	Average
Default	DEFAULT	100	97
CATEGORY AVERAGE (Default): 97			

Reporting Period Grades:
None found.