TEAMS Student Self-Serve Instructions

*Before creating a profile, please be sure that you are a registered student and know your Student ID. If you have not done so, please see your Campus Registrar.*

➢ Registration

Log in to Student Self-Serve at [www.seisd.net/sss](http://www.seisd.net/sss).
If you do not have a login, you will need to select the green tab that says, “*Register*”.

Once you select “*Register*”, you will follow the steps shown below:
After selecting **“Submit”**, you will receive the notification below:

Click OK, and then proceed to log in.

I. If you already have a User ID and Password, you may proceed to log in under **“Sign-In”**.

II. If you cannot remember your password, you can go to the Sign-In button and click on **“Forgot Password”** link. You will be prompted to enter your User ID and Click on **“Forgot Password”**.
You will have to answer your Security Question, and then you will be able to reset your password.

**If you do not remember the answer to your Security Question, you need to go back to your campus registrar to reset your password.**

**Make sure that you allow pop-ups for this site in your web browser.**

I. **Available Information in Student Self-Serve**

- Attendance
- Report Cards
- Progress Reports
- Email Teacher
- Medical
- Grades
II. After logging in to Student Self-Serve, you can:

View Teacher Assignments and Grades
The Assignments tab is displayed by clicking on a grade in the Report Cards or Progress Report tabs. The student header displays the current average for the assignments.
If the teacher has added a non-private note in the Gradebook about the student’s assignment, it is displayed in the Note column. Grade values that do not use a 100 scale display the percentage equivalent for a 100 scale in parentheses after the grade.
Email

If you wish to set up automatic e-mail notifications or email teachers, you need to make sure your email address is correct in Student Self-Serve. Click on the Edit Contact Info tab to set or change your e-mail address. Click on the Edit button to add or make changes.

*You are able to retrieve the same information using the TEAMS Mobile App on your mobile device as well. Instructions are posted under the Parent Portal Tab on the website at https://www.seisdn.et so try downloading it today!*