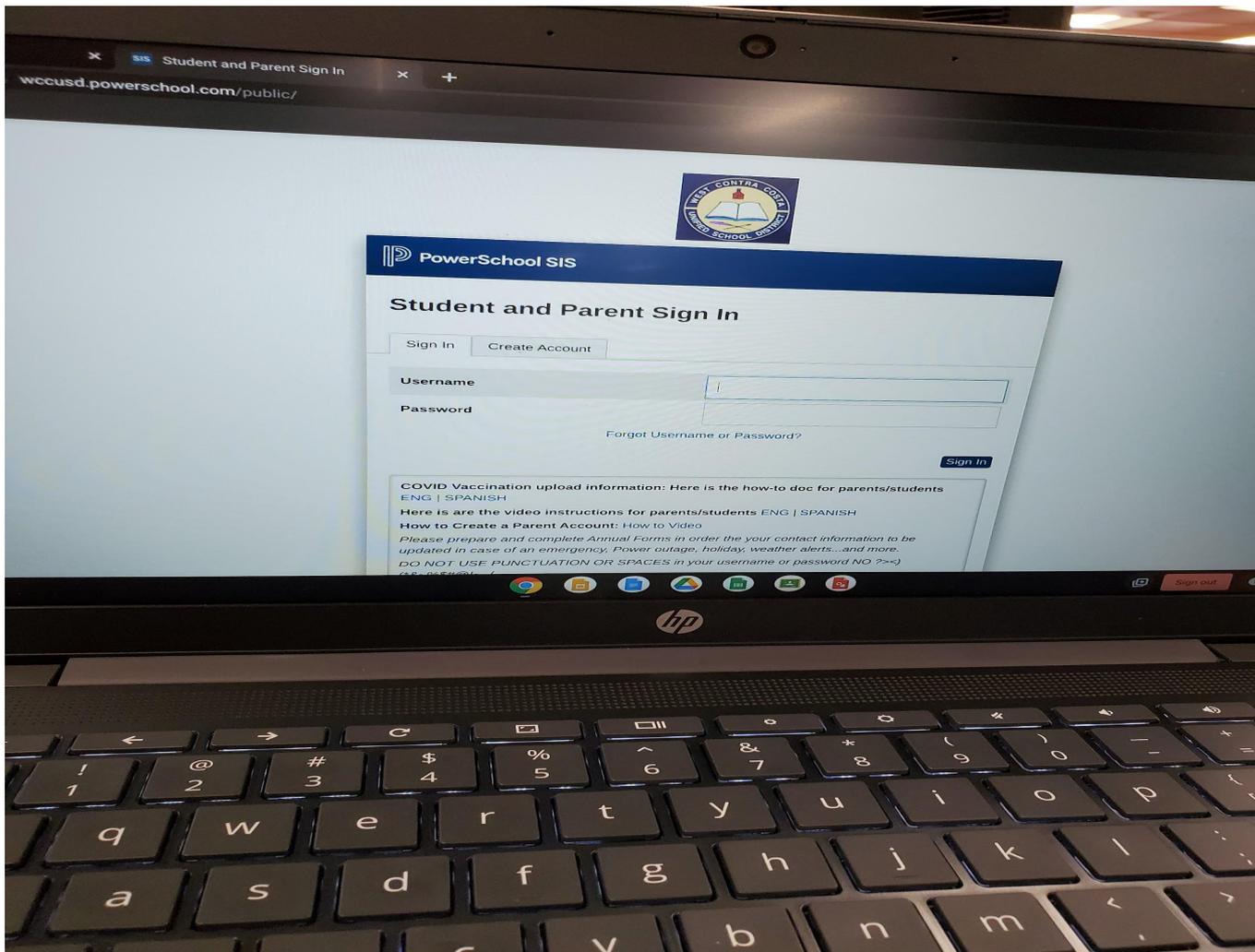


UPLOADING YOUR VACCINATION CARD 101

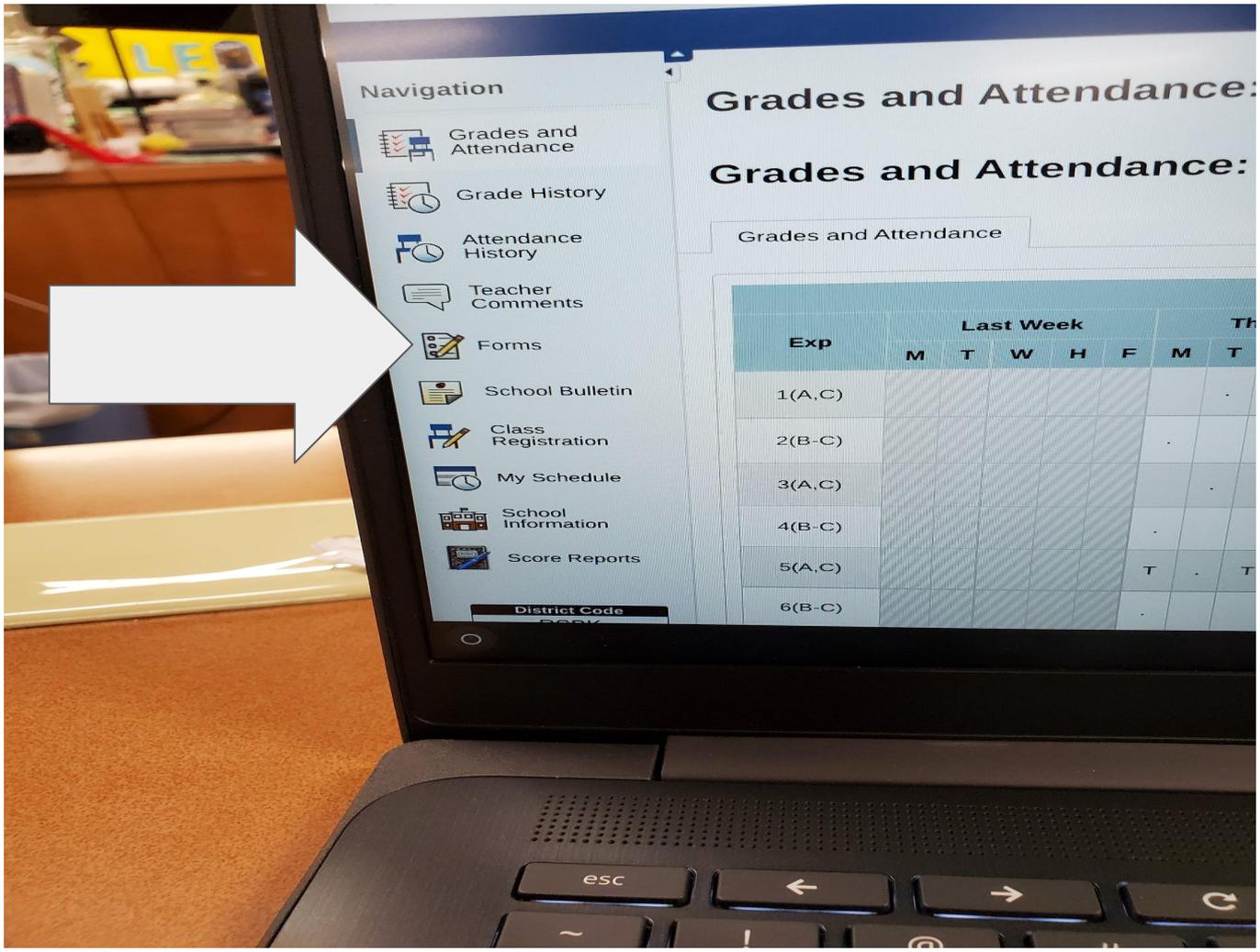
Deadline to upload is Jan. 3rd



STEP 1

Sign in to the Powerschool website

wccusd.powerschool.com



Navigation

- Grades and Attendance
- Grade History
- Attendance History
- Teacher Comments
- Forms**
- School Bulletin
- Class Registration
- My Schedule
- School Information
- Score Reports

Grades and Attendance:

Grades and Attendance:

Grades and Attendance

Exp	Last Week						
	M	T	W	H	F	M	T
1(A,C)							
2(B-C)							
3(A,C)							
4(B-C)							
5(A,C)						T	T
6(B-C)							

STEP 2:

Click on Forms

If this box is checked, a medical assistant has verified the status of this child and completed this form. Skip to the signature.

The state's mandate allows the district to access student vaccination records in the CAIR database.

The vaccination status of the student has been verified by CAIR.

The student participates in the following extracurricular activities:

Sports

Music

After

COVID-19 Vaccination Acknowledgement *

Yes, I acknowledge that the student is fully vaccinated against COVID-19. The student has received both doses of Pfizer or Moderna.

The student has received one dose of the Pfizer or Moderna vaccine.

No, the student has not received any dose of the COVID-19 vaccine but will have both doses by Dec 15, 2021, ensuring they are fully vaccinated.

No, the student does not plan to get vaccinated.

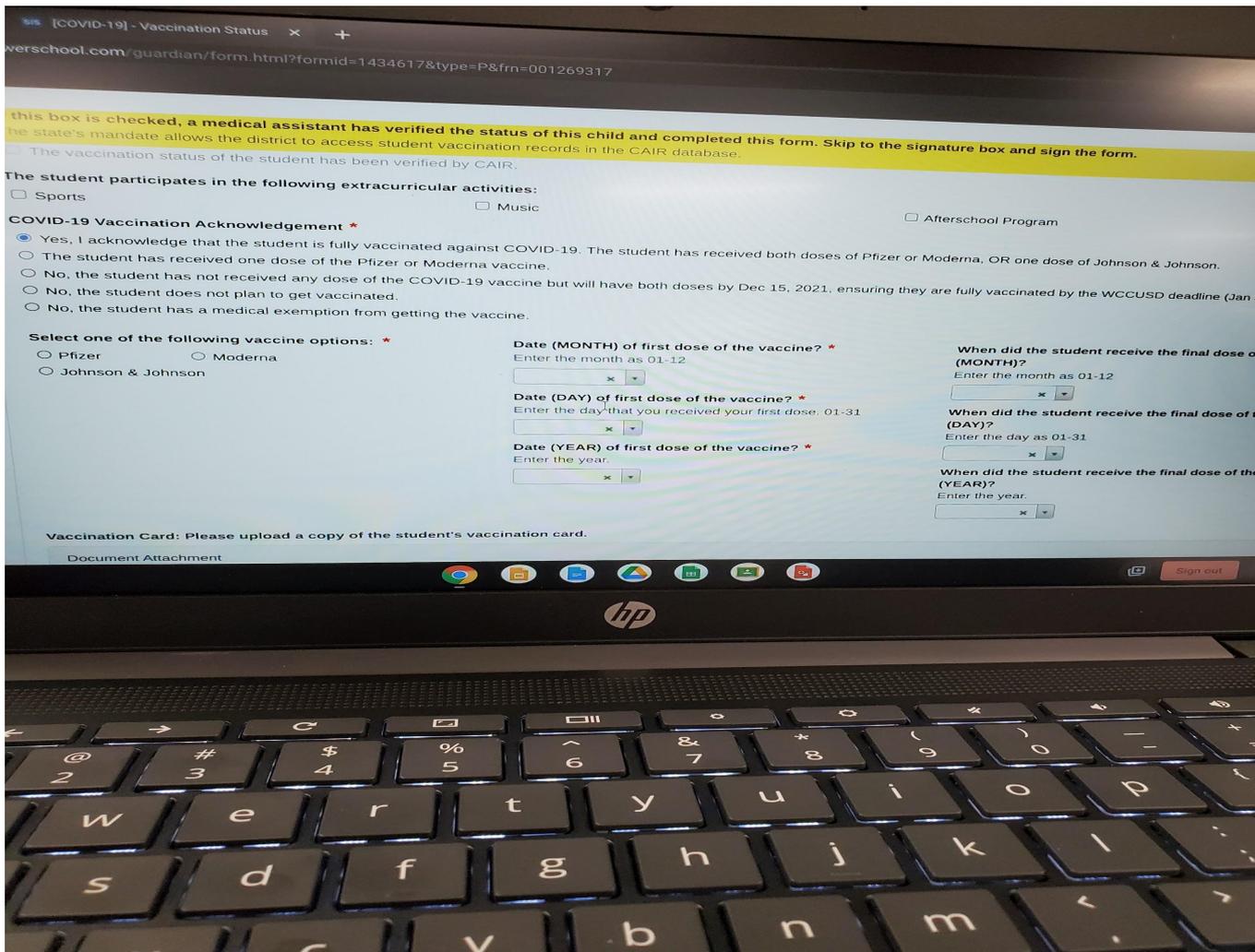
No, the student has a medical exemption from getting the vaccine.

I consent to the use of electronic signature. *

I consent

STEP 3:

1. Select if you play sports, music, or are in the afterschool program
2. Select if you have received BOTH vaccine shots
OR
If you have only one shot
OR if you do not plan to get the vaccine

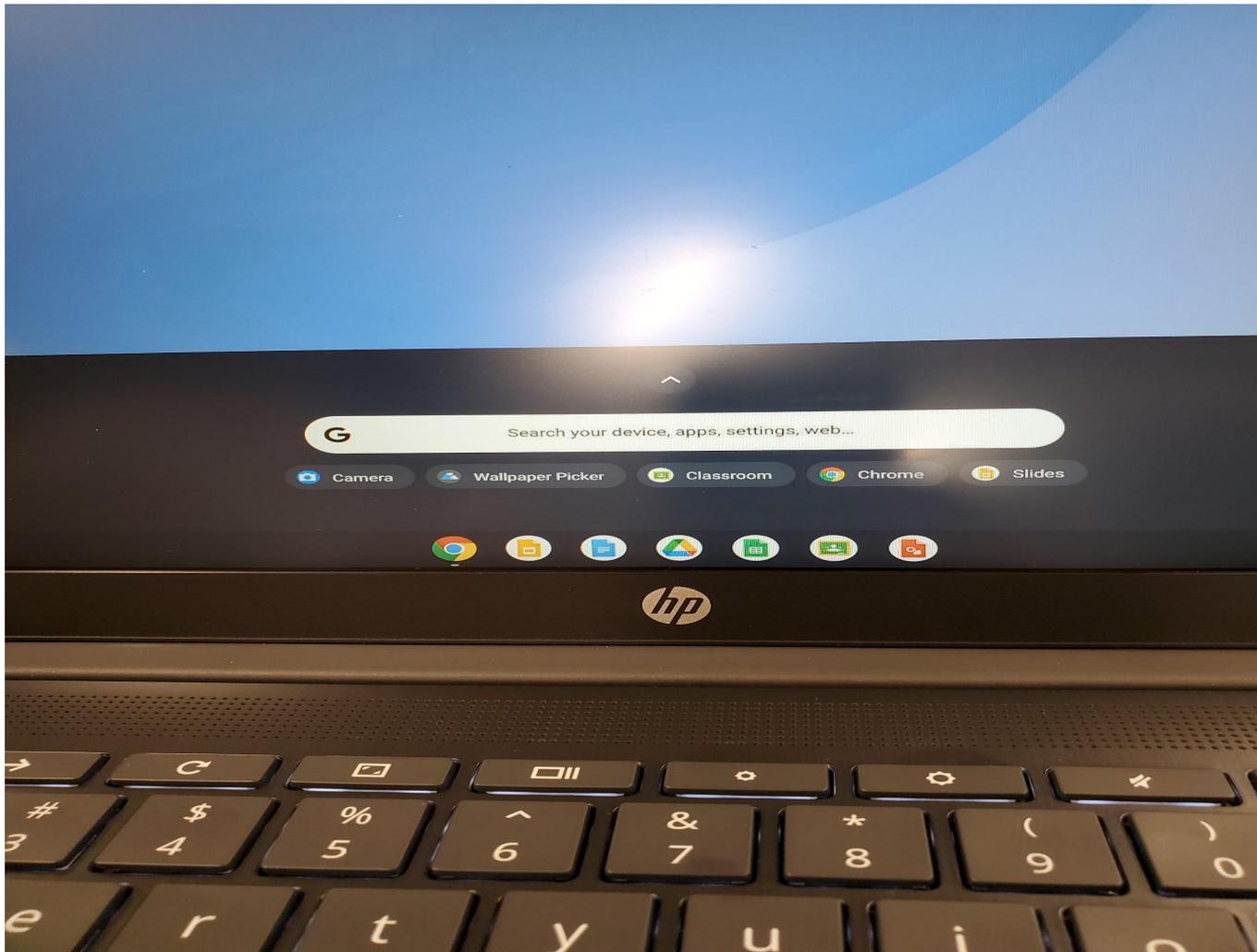


STEP 4:

If you selected YES you have received your Covid-19 vaccine...

1. Enter in the type of vaccine (Pfizer, Moderna, or Johnson & Johnson)
2. Enter in the dates for each shot (Month, Day, and Year)

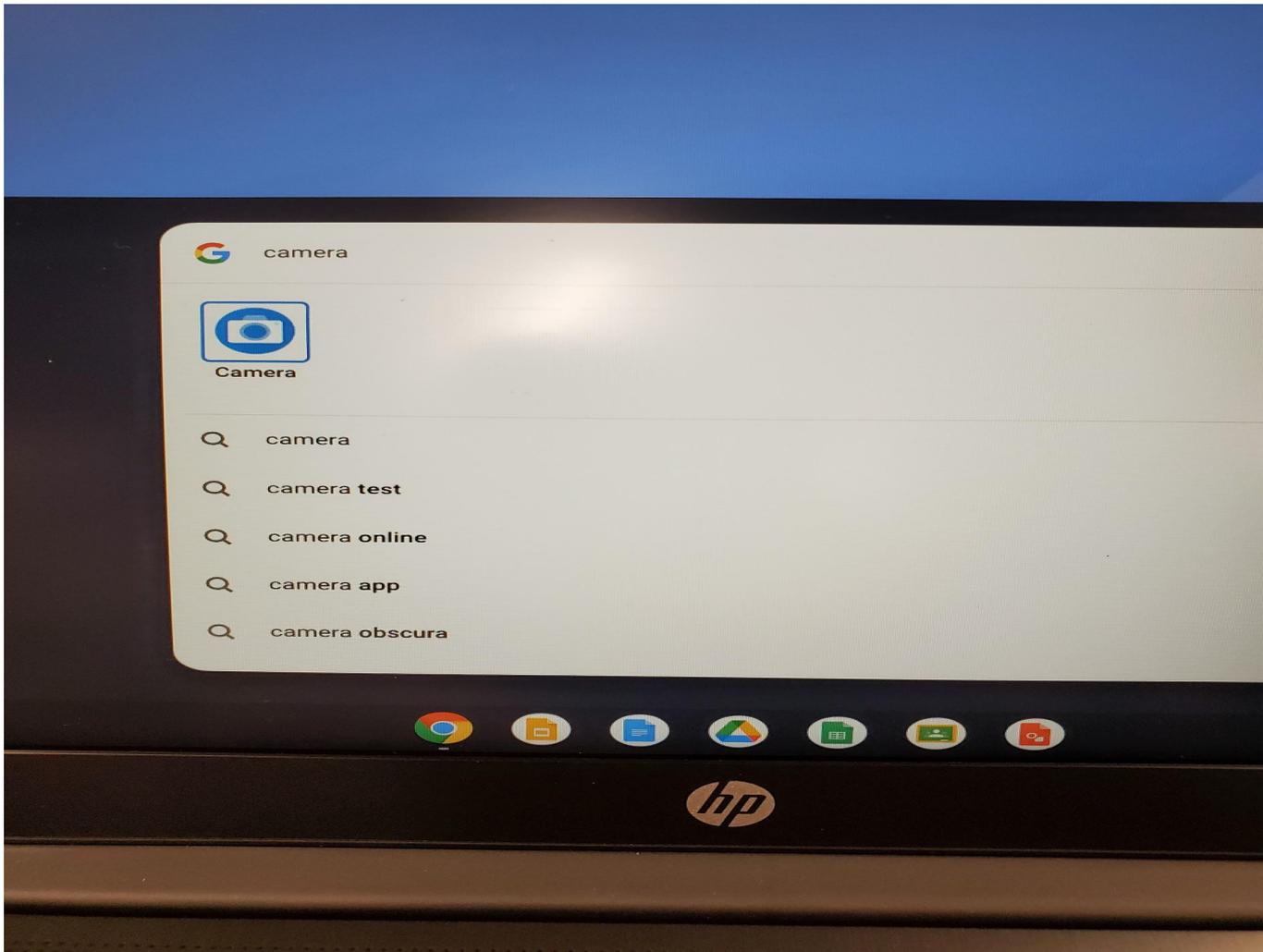
*You can find this information on your vaccine card



STEP 5:

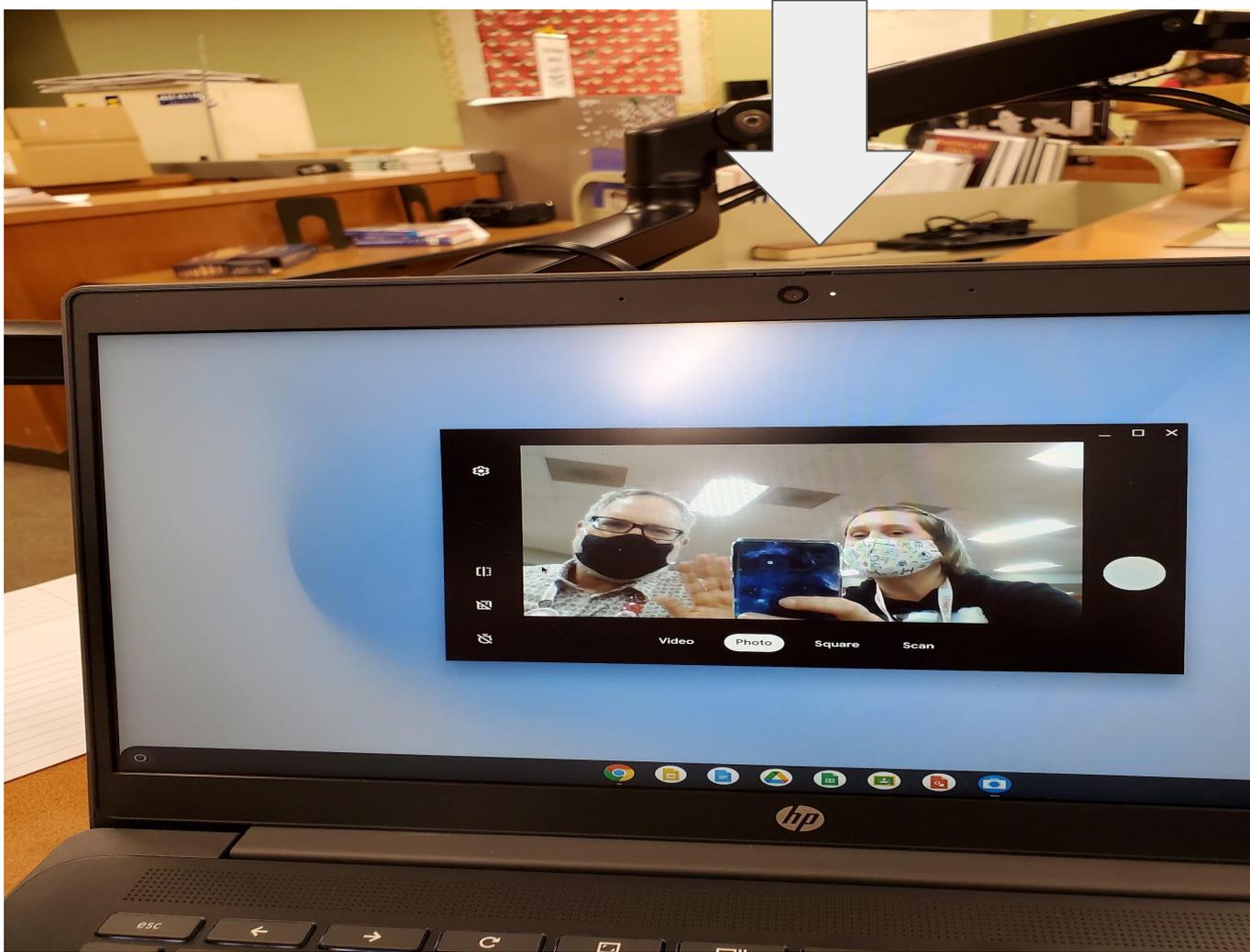
Now you need to upload a photo of your vaccination card

1. Open the search menu on your computer
2. Type the word Camera (or click the picture of the camera if it's there)



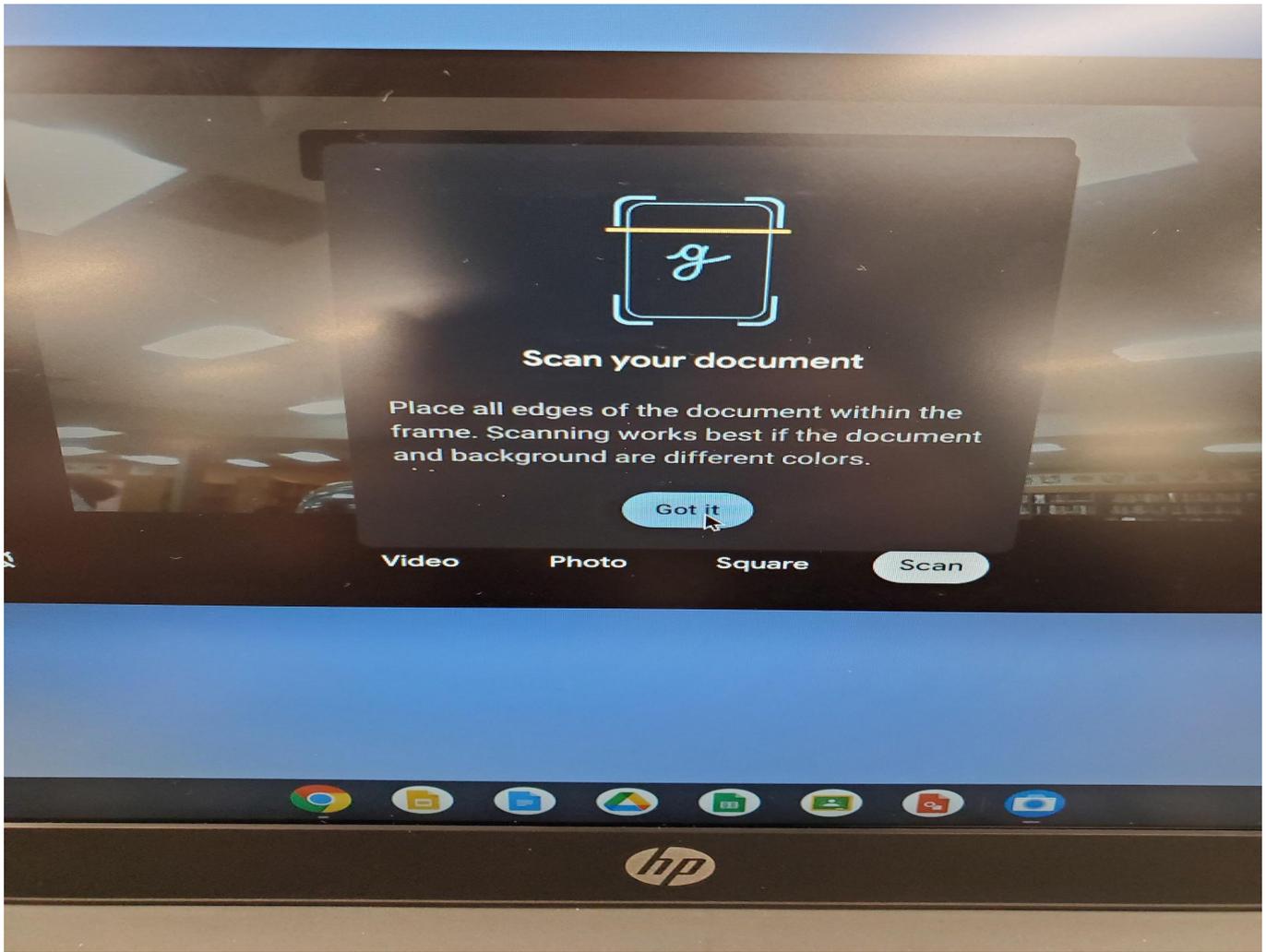
STEP 6:

Click on the picture of the blue camera



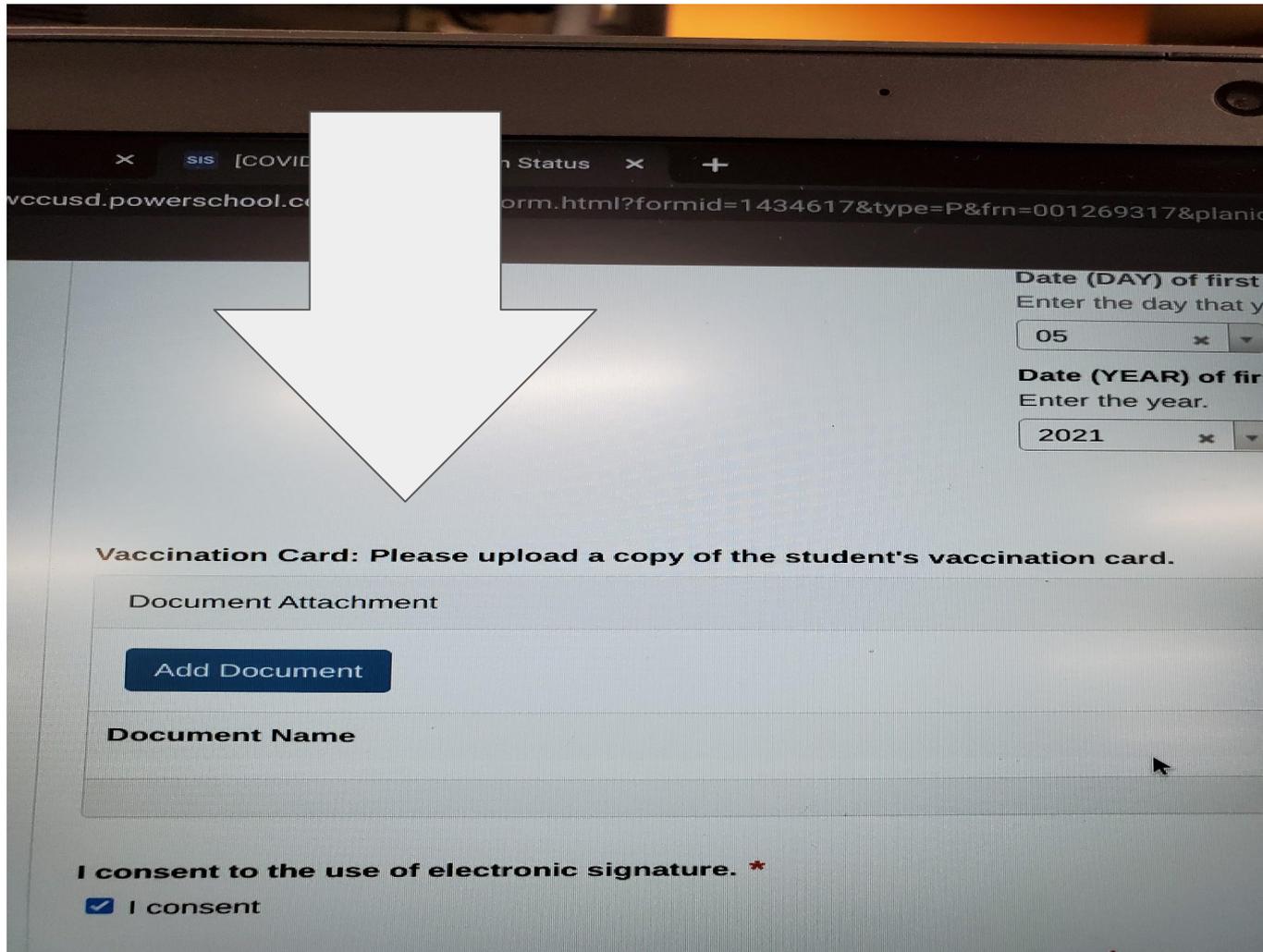
YOUR CAMERA SHOULD OPEN AND YOU SHOULD BE ABLE TO TAKE A PHOTO!

If it doesn't work, and is all black your camera may not be on. There is a tiny switch at top of your computer that opens and closes the camera. Slide that to the right to open your camera.



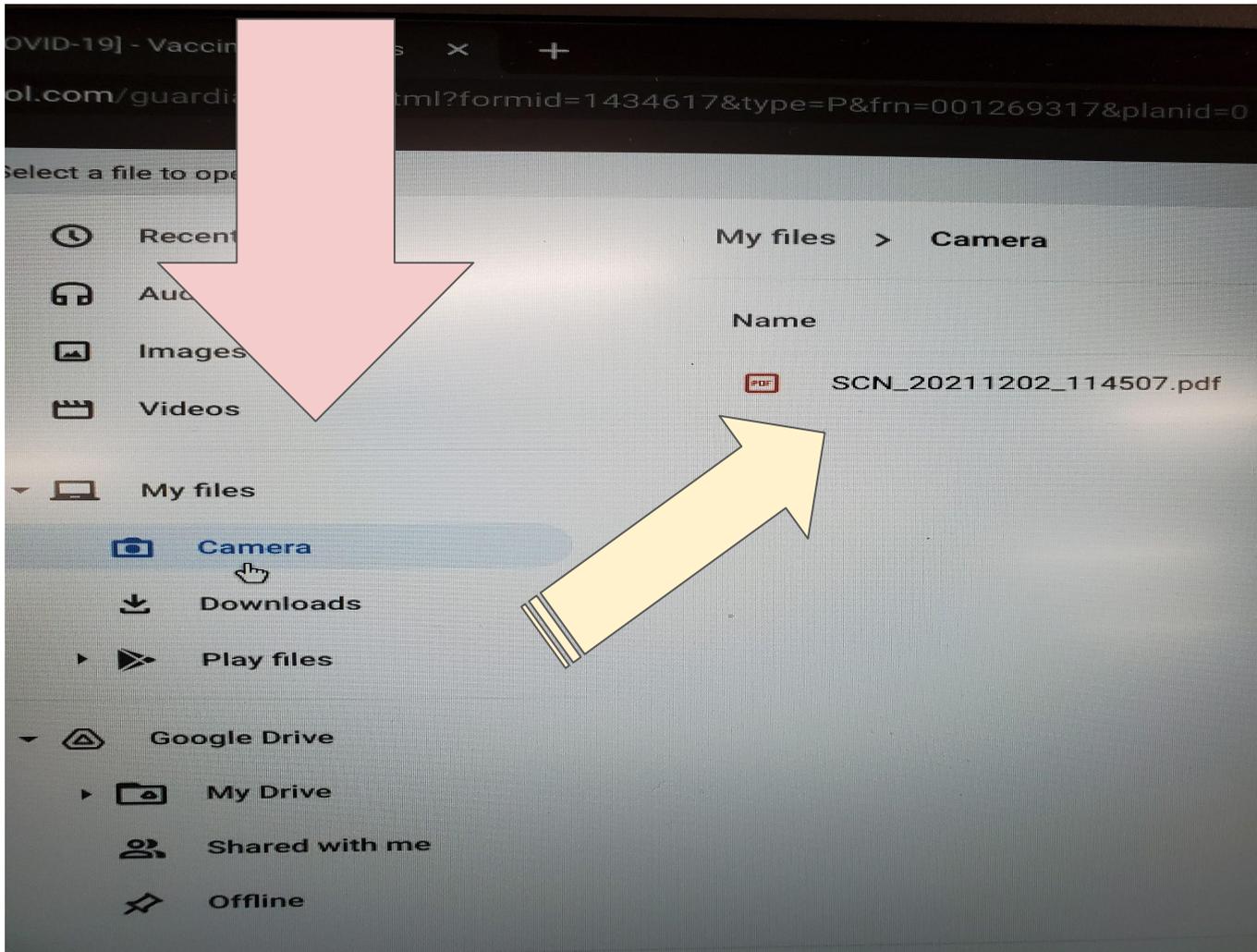
STEP 7:

1. Select scan and hold up your vaccination to take a photo!
2. Save the document to your computer.



STEP 8:

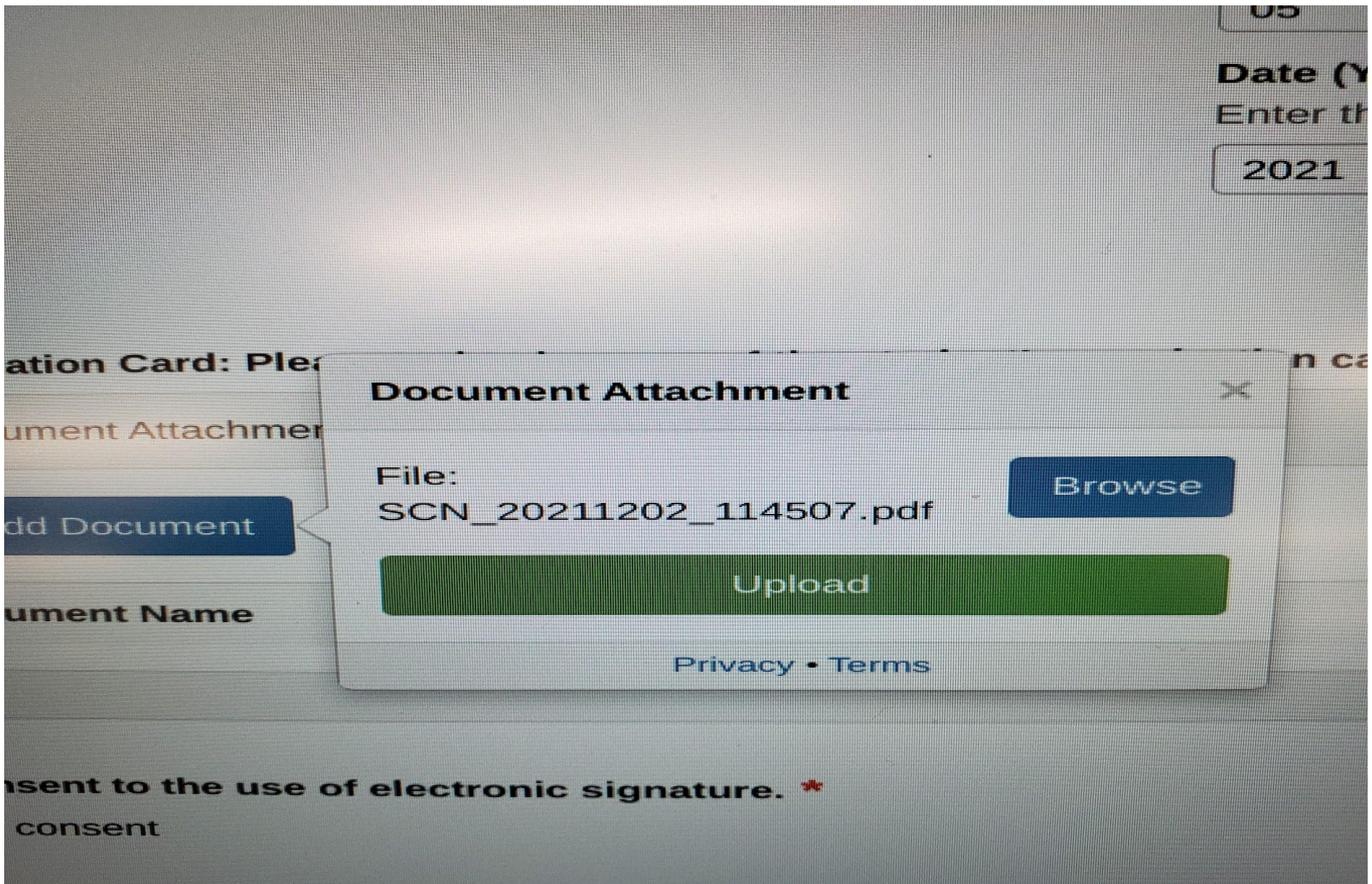
Now, go back to PowerSchool and click add document



STEP 9:

A new window opens!

1. Select "My Files"
2. Select "Camera" - Your most recent photo/PDF should be your vaccination card
3. Select this PDF



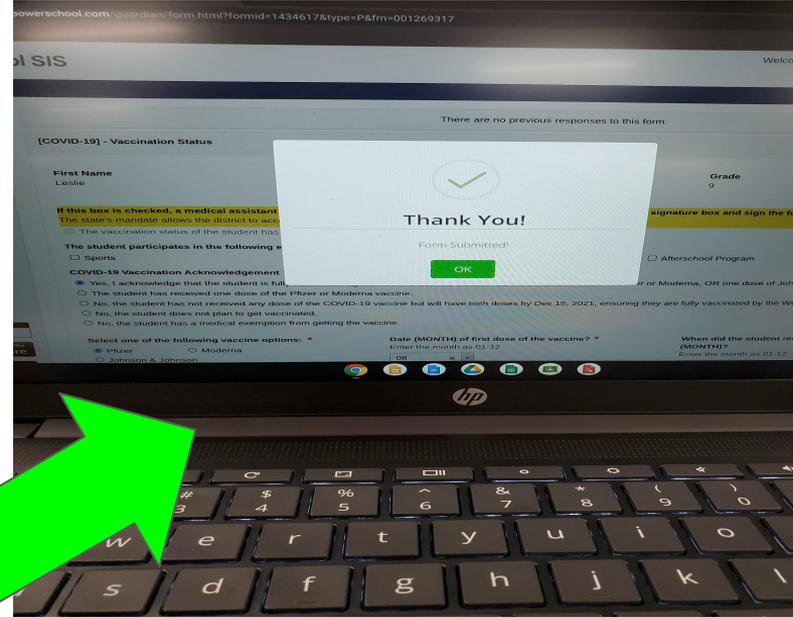
STEP 10:

Upload the document!

VERY IMPORTANT LAST STEP!

1. Select the “I consent to the use of electronic signature” box
2. Write your full name (first and last)
3. Select today’s date
4. Select Submit

*When you are done with every step and you submit you should get a Thank You message like this.



**CONGRATULATE
YOURSELF ON A
JOB WELL DONE!**

