

Bus Ride Information

April 8, 2019 • Version 1.0

A new feature is available in the Parent Portal and PowerSchool Administrator that displays bus ride information for students who ride the bus.

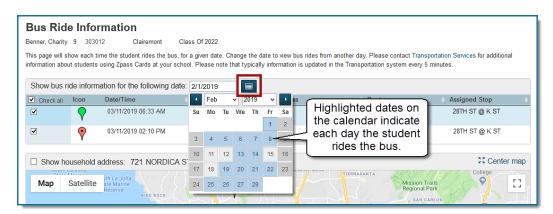
This new feature only applies to schools using *Zpass cards* for bus transportation to and from school. It will not monitor city bus transportation activity.

Navigating the Bus Ride Information Screen

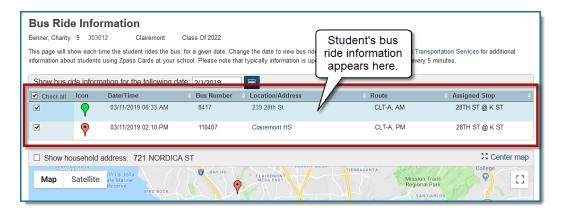
In PowerSchool Admin, make a student selection on the **Start Page**, then select **Bus Ride Information** from the Student pages. Bus Ride Information is only available if the student uses the Zpass to ride the bus.

In the Parent Portal, select **Bus Ride Information** from the navigation menu. This link is only available if the student uses the Zpass to ride the bus.

1. Select a **date from the calendar** to show bus ride information for the selected date. Highlighted dates on the calendar indicate each day the student rides the bus.

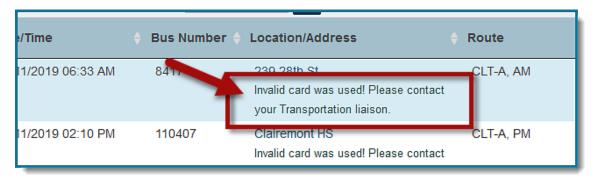


2. Bus ride information will display for each time the student uses the Zpass to ride the bus.

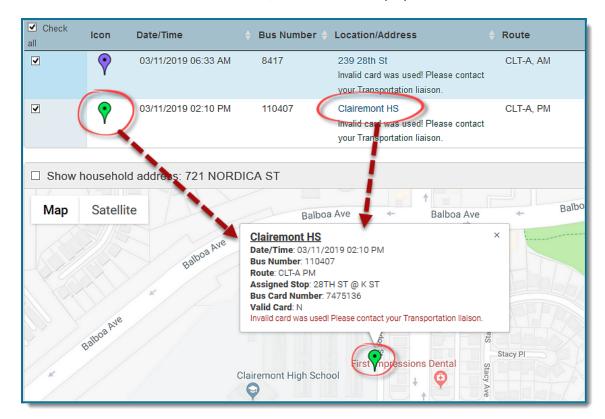




3. An alert will appear below the **Location/Address** if an invalid card is used. Parents are instructed to contact the school, and school sites are instructed to contact their Transportation liaison.

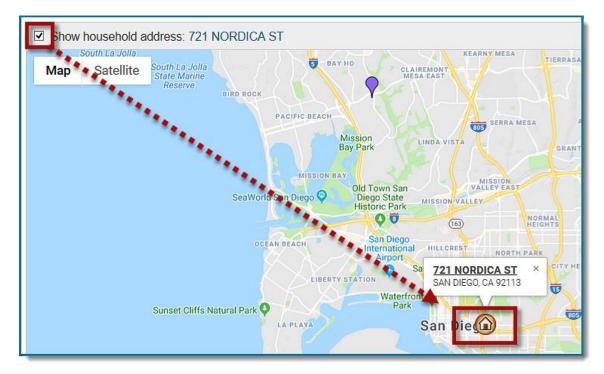


- 4. The interactive Google map displays student bus ride information:
 - Click the colored Icon or the Location/Address link to display bus ride information details.





• Check **Show household address** to display the student's residence on the map.

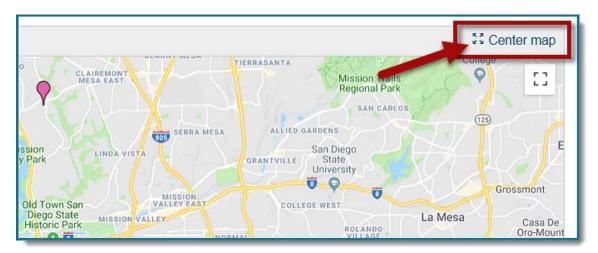


• Click the **Household Address** link to zoom in and display more details.



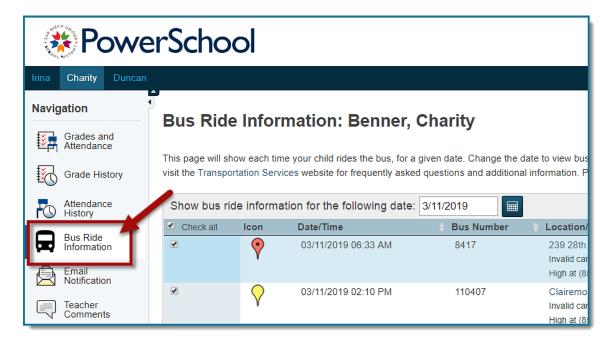


• Click the **Center map** link to return the map to the original display.



Bus Ride Information in the Parent Portal

Bus Ride Information is only displayed in the Parent Portal for students who have used a Zpass card to ride the bus.





Bus Ride Information Report

This report shows actively enrolled students at your school who have used a Zpass card to ride the bus on specific dates. Please contact Transportation Services for additional information about students using Zpass Cards at your school. If you see students using an invalid card please contact your Transportation liaison.

To run this report select **System Reports**, select the **SDUSD** tab, and then select the **Bus Ride Information** report.

Use **Report settings** to specify a date to run this report.

Sort the Valid Card column to find students who no longer have a valid Zpass card.

