Is my child's information secure?

Aspen protects your student's information with the same advanced technology your bank uses to protect your financial accounts.

Rest assured that all Aspen users only have access to the information they need, and nothing more.

We have carefully configured the system to ensure that your student's information is confidential and can only be retrieved by you—the parent/guardian—and authorized school personnel.

You can only view, not edit, your child's demographic data. If you find that it is outdated or incorrect, please notify your child's school to correct any errors.

We're here to help!

If you have any questions or need support, please email us:

aspenhelp@hopkintonschools.org

What is Aspen?

Aspen is a secure, web-based school information system. The system manages all facets of student data—from attendance to conduct, grades to schedules and health information.

Hopkinton Middle High School also utilizes the Family portal so parents, students, teachers, and administrators can work together and communicate more efficiently and effectively.

What if I need more help with Aspen?

Aspen is easy to navigate. The data is secure and view-only. Feel free to explore all the different tabs available to you. If you have a question about how to do something, go to the **Help** menu for the following options:

Online Help: Click to open the online help, then click the **Using the Student and Family Portal**. A table of contents, index, and search feature make it easy to find the information you need.

User Guides: Click to open, download, and print a PDF version of *Using the Family Portal*.

Aspen Training Toolkit: Click this link to view short videos on a variety of portal topics.

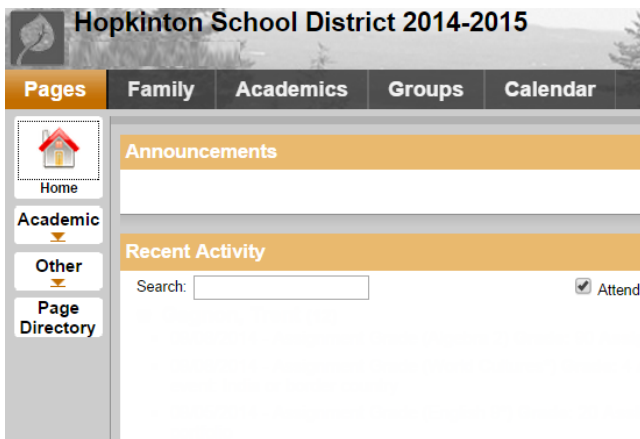# Getting Started with the Aspen Family Portal

Hopkinton Middle High School

www.hopkintonschools.org/middlehighschool

297 Park Avenue
Contoocook, NH 03229

What information can I access through Aspen's Family Portal?

As a parent or guardian, you can use one login to securely access information for all of your children at Hopkinton Middle High School including:

- Family contacts and emergency information.
- Academic information including assignment and term grades, progress reports, and report cards.
- Attendance information including daily absences and tardies as well as class absences and tardies.
- Groups that your children belong to including classes, athletics, and clubs.
- Event Calendar that is color-coded to show at a glance what each family member is doing.

How do I access the Family Portal?

You can log on to Aspen's Family Portal from any device that connects to the internet. Access the portal from anywhere—your home, your office, or on the go.

1. Open your browser to connect to the internet.
2. Go to:

   https://nh-hopkinton.myfollett.com/ aspen/logon.do

3. Enter your login ID and password.
4. Your home page will then appear.

* If you do not remember your login ID or password, please send an email to:

aspenhelp@hopkintonschools.org

How do I find out what's happening in my child's classes and what homework is due?

Username: _____

Password: _____