



# WELCOME TO THE DoDEA MYDATA BUTTON PORTAL

## What is the myDATA Button Portal?

The DoDEA myDATA Button Portal is a secure online tool that allows students, parents, and guardians to monitor DoDEA student's progress and communicate more effectively and efficiently. It provides instant access to grades and other information anytime and anywhere. The portal is intended to improve the availability and use of data to improve student achievement. Participation in the the use of the portal is voluntary. Parents and students will have separate accounts.

## What can I expect for the myDATA Button Portal?

As a parent/guardian/student, you can use a single login/password to access the following information from any computer with Internet access.

## As a part of the portal, you can electronically access the following:

- \* Student Schedule
- \* Daily and class attendance information
- \* Contact information
- \* Notification of attendance and grades
- \* Student Demographics
- \* Transcript (Grades)
- \* Assignments

## Is the information secure?

The DoDEA myDATA Button Portal is hosted on a government facility and is subject to numerous layers of security. We have carefully configured the system to ensure that your information is confidential. We mandate strong passwords, forced password resets and session time-outs to ensure secure sessions. You will receive 2 separate e-mails with your logon information and the web site address to the portal. If you have registered multiple children, you will have access to all registered children.

## How do I access the portal?

Parents must register in order to receive an account to access the portal.

### Parents

To obtain an account and password, you must submit a [DoDEA Student Registration - Form 700 for Consents and Authorizations](#) to a school where your child(ren) attends. As you complete the [DoDEA Form 700](#), you should select the option that indicates that you would like to have access to the myDATA Button portal. Please ensure that the e-mail address that you provided during the registration of your child(ren) on the DoDEA Form 600 is the same e-mail address that you use when returning the form. You may return the [DoDEA Form 700](#) to your school by e-mail, fax, or in person. Upon the completion of the verification process, you will receive two separate e-mails with your logon information and the web site address to the portal.

### Students

Registration for student access to the myDATA Button Portal in grades 4 - 12 is not required. Students will be provided their logon credentials by their school administration.

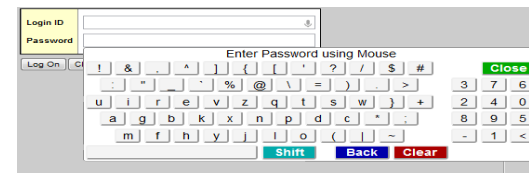
After you have received your account information, you can log on to DoDEA myDATA Button Portal from any computer that connects to the Internet.

1. Open your web browser to connect to the Internet.
2. Go to your child(ren)'s school web page.
3. Click on the DoDEA myDATA Button Portal link.



4. You will be directed to the myDATA Button Portal Dashboard.
5. Click on the myDATA Button.

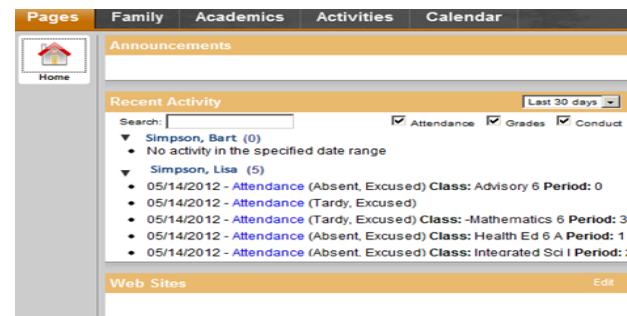
6. You will see the login screen.
7. Enter your **Login ID** and **Password** in the boxes provided. When you attempt to enter your password, a virtual keyboard will appear to help prevent keystroke detection by hidden keystroke logger software.
8. Click the **Log On** button.



The first time you log in, you will be prompted to change your password, and set your security questions for password recovery. Please follow the provided instructions. **DO NOT** share your new password with others!

## How do I use the myDATA Button Portal?

After you have successfully logged on, you will first see your portal Home page. The Home page shows recent activity and the latest updates. You can choose to view activity for the current day, the last 7 days, last 30 days, or last 60 days.



Click the top-tab for general subject areas and the side-tabs to view detailed information.

