

## **Fusion Parental Portal**

Fusion is web based portal developed in-house by the LBPSB to provide a robust and secure online environment for parents, students, and staff of the school board. It is being designed to meet the needs of the entire system and each component is developed to address specific needs of the LBPSB, rather than adapting to external software that doesn't.

## **Security**

Fusion is a highly secure environment using up-to-date methods of encryption/security. Not only does Fusion use security standards, such as online banking does, Fusion goes further by creating a dynamic interface that is created only upon login, and then is wiped clean when you logout. This ensures that no private data related to your account remains accessible to anyone after log out.

*Example:* When you login to Fusion as a parent, you are shown pictures of your child(ren), and when you select a child you can then view their results such as report cards, bus passes, schedules, etc.

Each picture shown is given a unique file name the moment you login, names are not used. If you were to logout and then log back in, the picture would be deleted and re-created again with a new file name. This level of security is throughout Fusion. Information is only created when you login and then destroyed when you log out.

## **Online Report Cards**

Fusion publishes digital versions of your child(ren)'s report card. The portal provides access to two years of report cards for both elementary and secondary grades, term by term. You can view report cards in the following manner.

Official Report Card - The same report card you have received as a printed version

Simplified Version - Provides a quick overview of the results

Graphic Version - A visual representation of results plotted out on a graph, course by course

The report card viewer provides the ability to move back and forth from the current year, previous year, and interim. The initial view is the last published term. Your school publishes each term in Fusion by designating a date and time as to when the online report cards will be available to ensure the information conforms to all procedures and regulations.

The Ministry of Educations allows for the distribution of online reports cards as a recognized method to provide this most important information to parents. As Fusion has moved forward substantially the past year, more of the LBPSB schools are publishing report cards online and no longer printing a paper version. This in no way removes a parent's ability to request a printed version of their child(ren)'s report card from the school.

Although there are schools that publish report cards solely online, there are also schools that will print them. Regardless of pathway chosen, report cards will be published in the Fusion Parental Portal for parents to access.

### **Secondary 4 & 5 Ministry Exam Results**

Exam results are published by the Ministry of Education on a specific date established by the Ministry. The Fusion Parental Portal has a direct conduit to the results published and makes them available within the portal as soon as they are released. The LBPSB ensures that the information concerning the date released is transmitted to the parents of secondary 4 & 5 students using the various methods available, such as email, website, and Facebook.

The same methods are used to publish the results from our **Summer School Programs** in Fusion when they become available.

### **Schedules**

Your child(ren)'s secondary school based schedule(s) is/are available in Fusion. You can access views such as Daily, Weekly, Monthly and Cycle (day rotation). When you login to view the schedule, you will actually see what course your child(ren) is/are currently in.

### **Transportation**

Information and access to your child's current/revised Bus Pass is available to view and print, in case of loss.

### **Re-registration**

Re-registration is a yearly process required by the Ministry of Education to register your child(ren) for the next school year. In past years, this meant sending home documents with, and returned by, your child(ren). Over the year's parents and schools have gone through the process of dealing with missing or lost forms, reprints, missed deadlines and from an environmental point of view, lots of paper...

This year the piloted version in Fusion was very successful. A board wide implementation will be coming in January 2018.

### **Parent/Teacher interview scheduler**

For those schools that have implemented this scheduler, this application allows parents to schedule their interview dates and times through Fusion.

**Student Passwords** □ Fusion provides Parents the ability to help ensure their child(ren)'s security of their Google password by giving them the ability to change it.

### **Online Payments**

Fusion has started to build a secure online payment function in partnership with Moneris Solutions. The first component built, online for June 2017, will be for "Accommodation/Courtesy Bussing". Using Moneris' secure payment method, parents will be able to issue payments to the board to reserve a seat (when eligible) on a school

bus. No credit card or banking information will be saved in Fusion, as a direct secure conduit through Moneris will only be made at the time a payment is issued. Fusion will only retain copies of your recipes for future reference.

Future development of Fusion is expected to move forward to incorporate online payments for other items, such as field trips, etc.

**Fusion also provides an online Help section and a Feedback application so we can get feedback from parents as to future directions and needs.**

**How to create your account on the Fusion Parental Portal:**

Creating an account is a **two-step** process for security purposes.

1. You will use the link below to go to our Fusion website and create your account.
2. Following the successful creation of your account, you will receive an email with a validation link, and by clicking on that link, you will be returned to the Fusion site to login. Your account is now active.

**The information required to create your account:**

1. The email address we sent this notification to. Which is the **email address** you provided to the school/centre to contact you at, and is currently in our systems (Note: The same email address that you are receiving email notifications from the school)
2. The **Permanent Code** (often called the **QPC**) of your child (Example: AAAJ01010101). If you have more than one child in our system, you can use any of their codes to create your account (all of your children will be added to your Fusion account). The Permanent Code is only used once for the creation of the account, after that, it is no longer required (Permanent Codes can be found on previous report cards or other official documents).
3. Select the school that your child attends, based on which Permanent Code (QPC) you use.
4. Create a secure password (It is suggested you use a combination of letters, numbers and characters to ensure that your password is as secure as possible)

Please prepare all of the information noted above in advance of using the link to create your account. The LBPSB Fusion Parental Portal is also **optimized for smartphones and tablets**, so you can access it whenever, wherever and on whatever you wish.

When you are ready, click on the following link:

<https://fusion.lbpsb.qc.ca/parent/register/>

Thank you!

[fusion@lbpsb.qc.ca](mailto:fusion@lbpsb.qc.ca)

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