

# Viewing Student Schedules in Home Access Center (HAC)

This documentation will provide directions on how to navigate to student schedules in HAC

1. Sign in to your CPS Families Portal page from the CPS website.  
Click the link below to sign into the CPS Families Portal  
<https://launchpad.classlink.com/cpsfamilies>
2. Once inside your portal, choose the Home Access Center (HAC) app.
3. In Home Access, click on the “Classes” tab at the top of your screen.
4. Click on the “Schedule” folder to view your student’s schedules.
5. To Print Schedules click the Ctrl (Control) key and the letter P



The screenshot shows the Home Access Center interface. At the top, there is a navigation bar with icons for Home, Attendance, Classes, Grades, Student Support, and Registration. Below this is a secondary navigation bar with tabs for Classwork and Schedule. A callout bubble labeled "Classes Tab" points to the "Classes" icon in the top navigation bar. Another callout bubble labeled "Schedule folder" points to the "Schedule" tab in the secondary navigation bar. A third callout bubble labeled "Student Schedule" points to the "2020 - 2021 Schedule" table below.

Course	Description	Periods	Teacher	Room	Days	Marking Periods
0510NCB - 1	<a href="#">Choice Studies Block</a>	1		219	A, B	T2, T3
0160NCA1 - 1	<a href="#">A Lunch Quarter 1</a>	A		N/A	A, B	R1
0160NCA2 - 1	<a href="#">A Lunch Quarter 2</a>	A		N/A	A, B	R2
0160NCA1 - 3	<a href="#">A Lunch Quarter 3</a>	A		N/A	A, B	R3
0160NCA2 - 3	<a href="#">A Lunch Quarter 4</a>	A		N/A	A, B	R4
5617MA - 16	<a href="#">Algebra 1</a>	2 - B		133	A, B	R1, R2
3615WL - 2	<a href="#">Spanish 1</a>	2 - B		251	A, B	R3, R4
7565PA - 1	<a href="#">Interior Design 1</a>	3		52	A, B	R1
4814SS - 2	<a href="#">Sports and Performance Psych</a>	3		216	A, B	R2
8120FAA - 13	<a href="#">Art 1 - Foundations</a>	3		FA2	A, B	R3, R4
0140NC - 16	<a href="#">Advisory</a>	4		227	A, B	R1, R2
6607PS - 15	<a href="#">Physics 1</a>	4		222	A, B	R3, R4
4312GV - 2	<a href="#">Government</a>	TCH3		N/A	A	T2, T3
2200ENB - 2	<a href="#">English 9</a>	TCH3		N/A	B	T2, T3

For more information, contact the building your student attends.

If you are having portal login issues, contact the CPS Helpdesk at 573-214-3333.