Sacramento City Unified School District



# How to Update Your Information in Infinite Campus?

Welcome to the new Campus Student and Campus Parent portals! Infinite Campus puts school information at your fingertips with real-time access to announcements, assignments, attendance, grades, schedules, and more! To begin, log in to the parent portal at https://campus.scusd.edu



# **Updating Household Contact Information:**

To update the primary phone number associated with the entire household and all students listed within the household.

- 1. Go to More area on the Index outline on left side of window.
- 2. Click Address Information.
- 3. Enter new phone number
- 4. Click Update.

#### Updating Contact Information (Phone and E-mail) for Family Members:

Contact information for each individual listed in the system must be updated separately.

- 1. Go to More area on the Index outline on left side of window.
- 2. Click Family Information.
- 3. Enter/update information.
- 4. Click Update.

### **Need help?**

For additional questions regarding the Infinite Campus parent portal, please contact this number at 916-643-9445.



## **Update Notifications and Types of Messages**

To receive under Settings in Top Right Corner Update Contact Preferences for Email, SMS and Phone Communications:

- 1. Setup type of notifications to receive under Notifications.
- 2. Setup an email address that can be used for security purposes under Account Settings.
- 3. Define Preferred Language of Communications and Contact Preferences under Contact Preferences.
- 4. For each type of message, please indicate how you prefer to receive that message and click save.