





Accessing Electronic Report Cards

Elementary Progress Reports and Secondary Report Cards are now available on the FOCUS Portal.

To access Report Cards electronically:

- Log into the **CCPS Portal**:
 - Navigate to the **CCPS Website** and click **Parents**
 - Scroll down to **CCPS Portal** and click the **CCPS Portal** button 
 - Enter Credentials and scroll to the **Parent/Guardian** section
 - Click **FOCUS** 
- Under your student's picture, click the **Reports** tab
- Click the **Quarter Report Card**

For assistance, contact grades@collierschools.com or call 239-377-0009.