

Parents/guardians: Instructions for downloading secure documents from ISD via SchoolMessenger Secure Document Delivery

Interlake School Division (ISD) delivers report cards to you via email using a method that provides security for your child's information. In the email you receive, you will be prompted to click a link and then to enter a password to obtain your child's report card. The password is your child's Provincial Student Number.

The email you receive will state: *Interlake has prepared a secure document for (your child's name)* and *Please click here to download the document.*

Once the [click here](#) link is clicked, you will be prompted to type in your child's *Provincial Student Number* as the password and then click **Download** button:

Where to find your child's Provincial Student Number:

Your child's Provincial Student number can be found on your child's previous report cards on the front page at top-right corner. The number is 9 digits long.

Interlake School Division		Manitoba 		
Grade 1 Report Card	Student: <Student Last, First Name>	Provincial Student #: 123456789		
	Homeroom Teacher: <Teacher Name>	Date Issued:		
Attendance	Term 1	Term 2	Term 3	Total
Days Absent:	2			2
Times Late:	0			0

Report Card

ISD <school@isd21.mb.ca>
To

Thu 4:00 PM

Attachments + Get more add-ins

Hello,

Interlake School Division has prepared a secure document for (Student's First Name and Last Name will appear here)

Please [click here](#) to download the document.

Interlake School Division would like to continue connecting with you via email. If you prefer to be removed from our list, please contact Interlake School Division directly. To stop receiving all email messages distributed through our SchoolMessenger service, follow this link and confirm: [Unsubscribe](#)

SchoolMessenger is a notification service used by the nation's leading school systems to connect with parents, students and staff through voice, SMS text, email, and social media.

SchoolMessenger Interlake School Division

Secure Document Delivery

From: ISD <school@isd21.mb.ca>
Date:
Subject: School Report Card

Document: attachment.pdf

Please enter the password provided by your student's school or district to download the secure document.

Password **Download**

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Many early years schools will also include child's Provincial Student Number inside your child's daily planner.

If you cannot locate your child's Provincial Student Number, contact your child's school office.