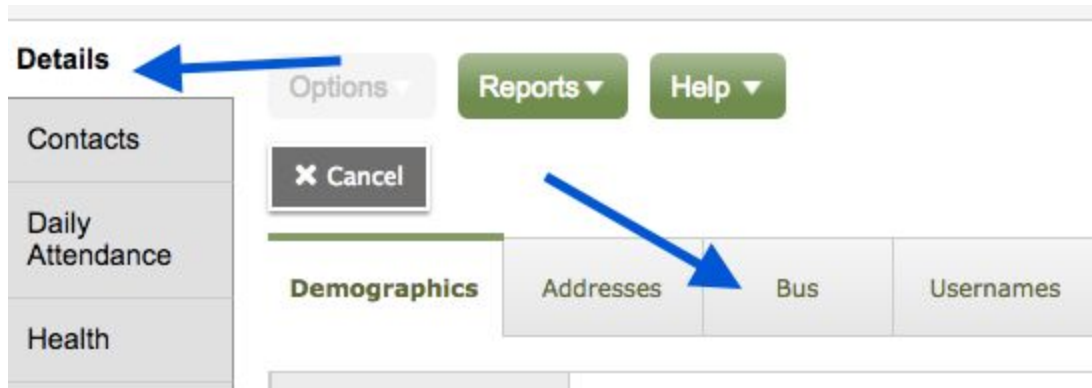


How to View School Bus Information in the Aspen (X2) Portal

- 1) Login to your Aspen Parent Portal account at <https://ma-norwell.myfollett.com> . Your parent username is parentlastname.parentfirstname.fam (all lowercase). If you don't know your password try the reset password feature. If that still does not work, contact Kathy Lynch at Kathleen.lynch@norwellschools.org for your login information. When doing this please provide both your student(s) names as well as your full name.

- 2) Go to the Family Tab 
- 3) For each student go to the details side tab and then the bus top tab



- 4) You will see a screen similar to this. If your child is a 7-12 student you will also see the payment information filled in on the left.

| Demographics | Addresses | Bus | Usernames | Ethnicity | Ipad | Sign-offs | Health Assessment Form |
|--|-----------|---------------|-----------|-------------------------|-----------------------|--------------------------------|------------------------|
| Bus Rider | YES | AM Bus Route | 1 | Bus Stop - Pickup | Main Street & Circuit | Bus Pickup Time - Approximate | 8:00 AM |
| Bus Payment 2017/2018 (grade7-12 only) | | K bus mid-day | N/A | Bus Stop - Dropoff | Main Street & Circuit | Bus Dropoff Time - Approximate | 3:35 PM |
| Bus Payment Date (Grade 7-12 only) | | PM Bus Route | 1 | Transportation Comments | | | |
| Bus Payment Method (Grade 7-12 only) | | | | | | | |

This information above are the specifics of where we expect to pick up and drop your student and the approximate times.