

The Volusia County Schools Instructional Management System (VIMS) provides you access to your child's attendance, grades, and assignments 24 hours a day, 7 days a week, from any computer with internet access. This access requires a confidential username and password that has been provided to you by your school. Listed below, are step-by-step instructions to help you use the Pinnacle Internet Viewer (PIV) to gain access to your child's information.

Pinnacle Internet Viewer (PIV) Instructions

I. Log-on to Pinnacle

- Go to www.myvolusiaschools.org
- Click on "Parents" (right side of screen)
- Under "Toolbox" click on Volusia Instructional Management System (VIMS) (right side of screen)
- Log-In using the log-in information you received at the beginning of the year, or the new information if you changed your log-in
- If you need your log-in information, please contact OBMS at 386-258-4667
- If this is the first time you are logging-on, you will be prompted to change your password

II. Add your email address

- Under Options (left side of screen), select Profile
- Enter/Edit personal information
- Be sure to identify "Primary" next to the email address you use most (click button next to it)
- Adding your email address also allows you to retrieve your password should you forget it

III. Request Student Report Notification

- Under Options (left side of screen), select Email Subscriptions
- You will be prompted to add your email address if you have not already done so
- Choose the reports you would like to receive
 - Attendance
 - Grade Reports
 - Student Assignments
 - Notice if grade drops below a set value in any course

IV. Student Summary Reports

- Under Summary (left side of screen), you can choose to view reports on your student
 - Attendance Summary
 - Grade Summary
 - Schedule Summary
 - Upcoming Assignments

V. Class Reports

- Under Class Reports (left side of screen), you can review detailed class information
- Choose the class and the grading period
- Choose the information you want to review
 - Student Assignments
 - Student Missing Assignments
 - Student Standards (not all teachers attach standards to assignments)
- Click “Get Report”