



BusPlanner®



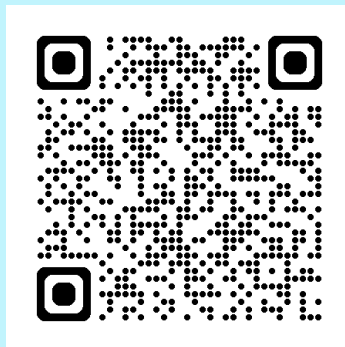
Exciting News for SJCS D Parents!

Welcome to the Bus Planner Transportation Parent Portal!

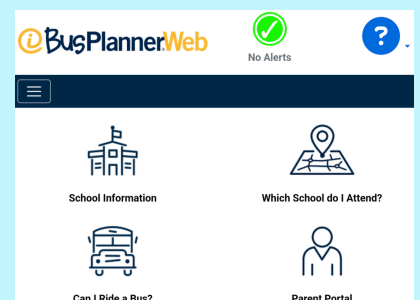
- Easy direct access to your student's bus information
- Improved alerts for late buses – more accurate & timely notifications
- Easier requests – communicate directly with Transportation anytime
- Advanced notice for any route time or bus stop changes
- Confirmation receipts for all communication with Transportation

Stay informed and experience a smoother school transportation process with Bus Planner! 🚌

➡ **Scan the QR code below to get started!**

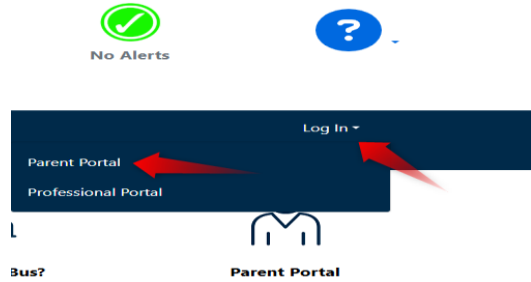


sjcsd.mybusplanner.com



Welcome to Bus Planner Web Parent Portal

- Go to <https://sjcsd.mybusplanner.com> click on log in and then select parent portal.



- Click create account.** When creating your account, be sure to enter the same email address that you use to login to Home Access Center as a parent / guardian.

- In this section you can see your child's bus information**

My Students

- This will give you access only to the students who are associated with your email that you sign up with.**

If you have any questions or need further assistance please reach out to Tiffany Bravo at Transportation Office: **904-547-8076**

Welcome

Welcome to Chipmunk! When you download Chipmunk for the first time, this is the first page you'll see. This page contains a short greeting message and summary of the app.

Please be sure you have set up an account in Bus Planner Web before clicking next.

Click Next, then agree to the disclaimer to continue.



Welcome to Chipmunk

The school bus tracking app!

This app allows you to see estimated arrival times for your student's transportation to and from school and receive alerts.

Since this app is used by school districts across the continent, there will be a few setup steps to ensure you have access to all the information you need.

Please contact your school district for assistance if needed.

NEXT

Choose Your School District

Choose your child's school district or transportation authority from the dropdown, or enter a "quick code" provided to you by your transportation department.

Setup



Let's choose the school district or transportation authority responsible for your student's transportation

Select



OR



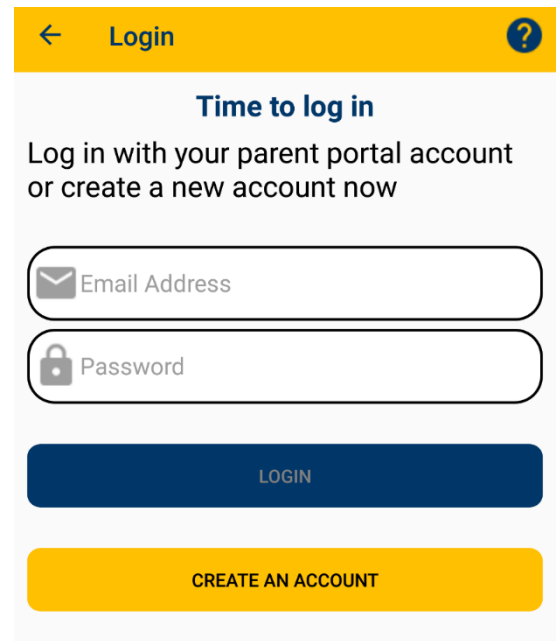
Enter Quick Code

VERIFY

NEXT

Login Page

Your login information will be the same as your Parent Portal account on BusPlanner Web.



← Login ?

Time to log in

Log in with your parent portal account or create a new account now

Email Address


Password

LOGIN

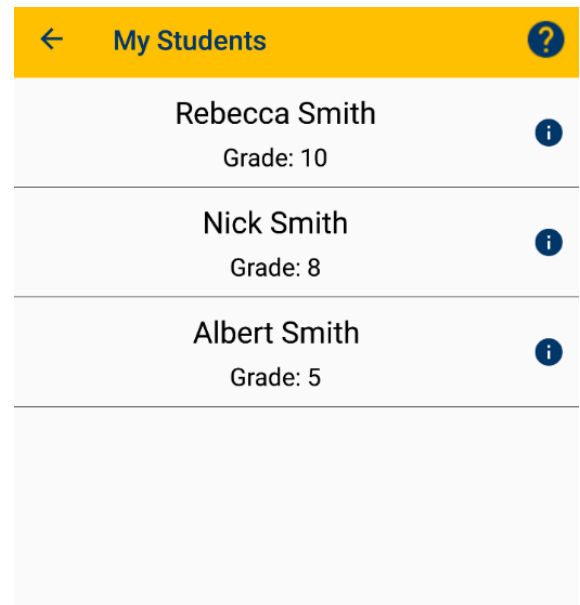
CREATE AN ACCOUNT

My Students

The first time you arrive at this page, a popup will give you information on what to do next.

- 1) The  button in the bottom left only appears when going through setup. If you have arrived here from the **Menu** on the **Main Page**, you can use the back button to return to the main page.

- 2) Tap on a student to go to their Student Information page.

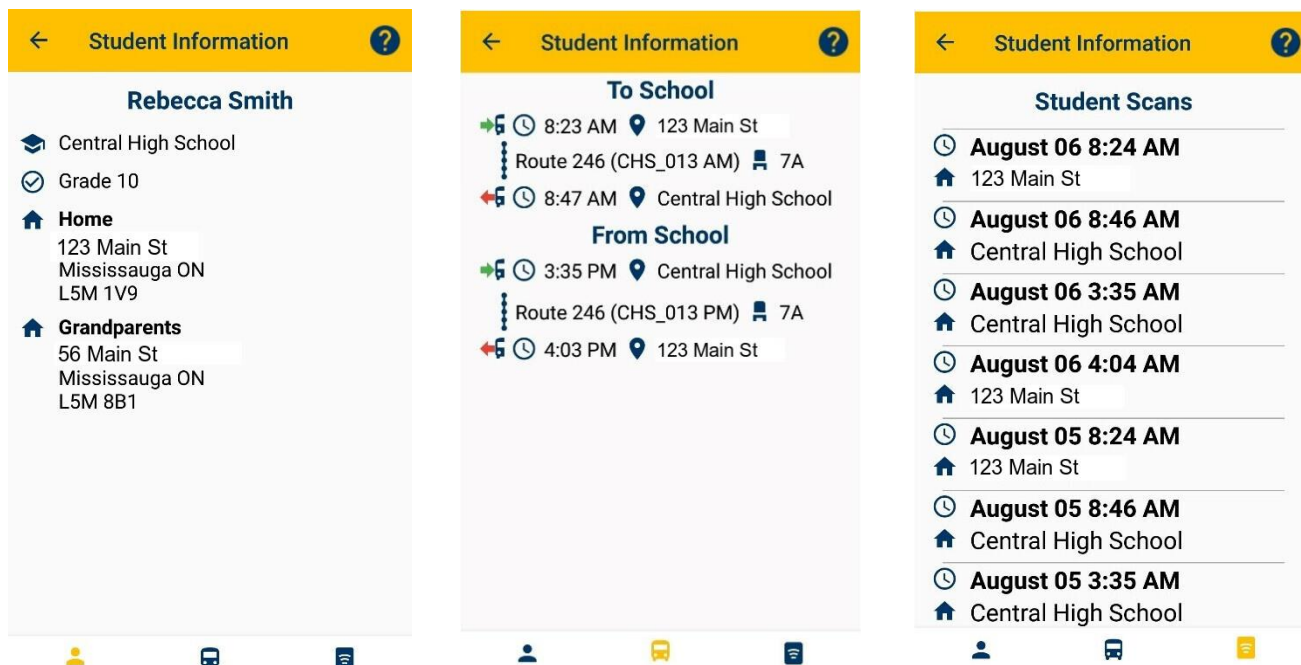


← My Students ?	
Rebecca Smith Grade: 10	i
Nick Smith Grade: 8	i
Albert Smith Grade: 5	i


Student Information

The student information page has three tabs. You can flip between tabs using the buttons at the bottom of your phone screen.

- 1) One shows general information like their **school**, **grade** and **addresses**.
- 2) The second shows **transportation** information, including their bus seat assignment.
- 3) The third shows student **scan** records, if your child's school district uses school bus RFID cards.

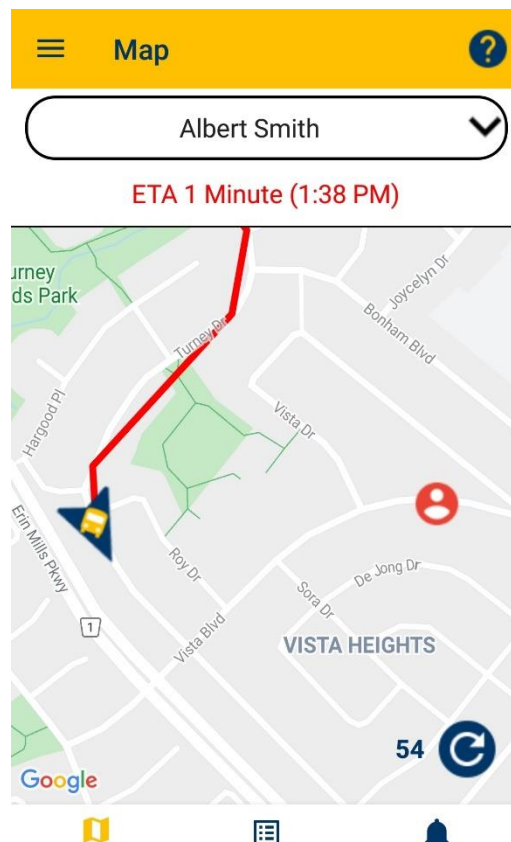


Students: Map Tab

The main page of Chipmunk has three tabs. It also has a menu that appears by tapping the  icon at top left.

For each student on the account, the Map tab shows:

- 1) The location of the student's bus stop
- 2) The most up-to-date GPS location of the school bus
- 3) The path the bus is traveling
- 4) The bus's estimated time of arrival (ETA)

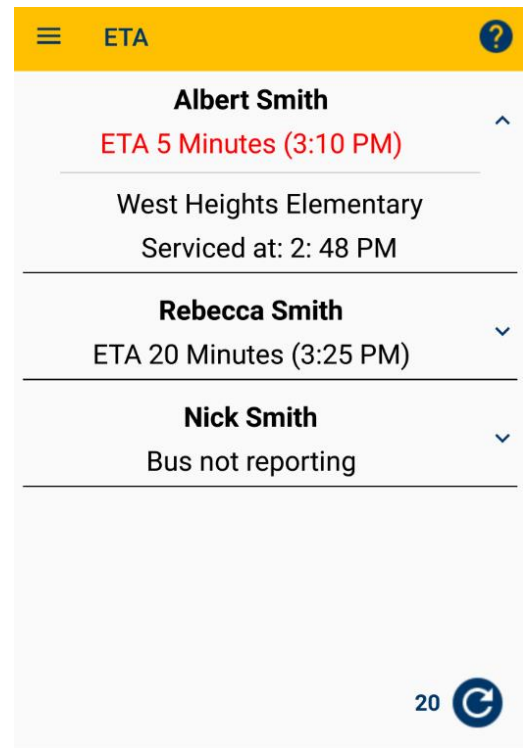


Students: ETA Tab

This tab on the main page gives the Estimated Time of Arrival (ETA) for all the transported students that the user has added.

Like the other tabs, it will automatically refresh every minute by default, or when the refresh button is pushed.

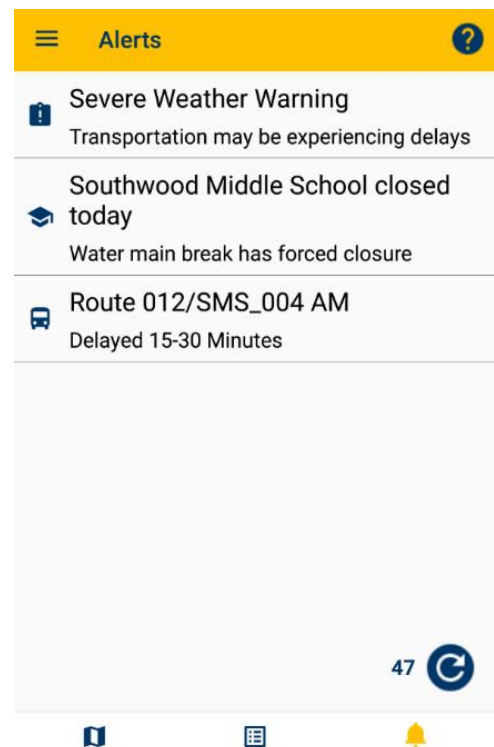
Note: Tap on a student to show their bus's expected arrival time at their school.



Students: Alerts Tab

This tab shows any alerts that are applicable to your students, such as:

- 1) A posted delay or cancellation for your child's bus
- 2) A school-based alert for your child's school
- 3) A general notification to all parents



Settings

The settings page can be accessed through the menu on the main page. You can customize some features of Chipmunk here.

The Settings page has a yellow header with a back arrow, the title 'Settings', and a help icon. The settings are as follows:

- ETA Auto Refresh**: Toggle switch (off).
- Home Page**: Dropdown menu showing 'ETA'.
- ETA Notification**: Dropdown menu showing '10 min before bus'.
- Alert Notifications**: Toggle switch (off).
- School Departure Notifications**: Toggle switch (off).
- School Arrival Notifications**: Toggle switch (off).
- Email**: me@mychipmunkapp.com
- Version**: 1.0.5
- Build Number**: 2021061801
- Subscriber Guid**: 00000000-0000-0000-0000-000000000000
- Player ID**: (empty field)
- DELETE ACCOUNT**: Button at the bottom.

Message Transportation

This page allows you to send a message to the transportation department. You can select a specific student, or select the “**Multiple Students**” option and send a message to transportation.

Transportation can see and acknowledge the message (seen on the bottom right of the messages) on the **Chipmunk Message Manager** page in their BusPlanner Web.

Note: This option may not be available for all transportation departments.

The Message Transportation page has a yellow header with a back arrow, the title 'Message Transportation', and a help icon. Below the header is a dropdown menu showing '- Select -'. The main content area displays a list of messages:

- I will be driving my children to school today**
Sent: August 01 7:05 AM, Received: August 01 7:15 AM
- My children won't be on the bus today**
Sent: August 09 6:55 AM, Received: August 09 7:03 AM
- We are on vacation for the next 3 days**
Sent: August 14 7:13 AM, Received: August 14 7:16 AM
- I will be driving my children to school today**
Sent: August 27 7:02 AM, Received: August 27 7:25 AM

At the bottom, there is a text input field labeled 'Type message here' and a 'Send' button.