Missoula County Public Schools is pleased to make Q Staff Portal available to our Staff. Staff portal provides direct access to student data via the Internet. Each Q Staff Portal user will be assigned a unique Identification number and password that will enable staff members to view a student’s demographic information, attendance, transcripts, food service, Gradebook, health records and more.

Note: Your access will be setup given your MCPS job description. You may only see some of the modules listed above.

To logon to Q Staff Portal:

1. Open your Internet browser and type the following URL.
   
   http://www.mcpsmt.org

2. Click the Web Connect Icon on the top Right of the home page
3. Scroll down the page until you can see the Staff header.
4. Click the Link.
5. Enter your Identification(faculty id) and Password (Example 1)
6. Click Logon.
7. You’re done!

The first screen you see after login will be Q Calendar. From here you can change your password on the file menu. Or access the Q modules by clicking the “MENU” button. (Example 2)

Need more information on using Q Student Profile, Gradebook, Attendance or other Q Shell modules? Click the Help Link on the top left menu. (Example 3) Help will load content related to the module that you are using.

Change your desktop shortcut:

Click and drag the icon in front of the URL on to your desktop and right click>> rename the shortcut.