

Transpo

Bridgeport Public Schools Transportation Portal Guide

Transportation Portal

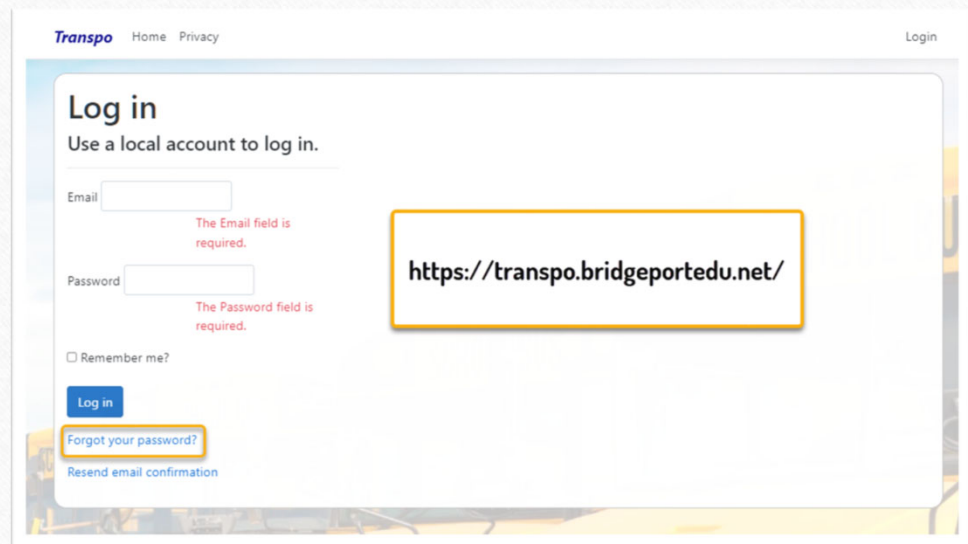
The Bridgeport Board of Education will now track all students who will be receiving busing through the new Transportation Portal. The portal will be used to identify students who need busing. We will no longer be using spreadsheets or emails to track this information. Your current roster of students has already been added into the program. The platform will allow each school to (add, delete) students who are no longer with your school or who are currently registering with your school. You will be responsible for any changes or additions to the roster.



Transportation Portal

You should have received an email from the Transportation Portal to set up your username and password. Please check your junk or spam folder. If you have not, you can go to the webpage and select forgot password to create a new one.

[Home page - Transpo \(bridgeportedu.net\)](https://transpo.bridgeportedu.net/)



The screenshot shows the login page for the Transpo portal. At the top, there is a navigation bar with the 'Transpo' logo, 'Home', and 'Privacy' links. A 'Login' link is located in the top right corner. The main heading is 'Log in', followed by the instruction 'Use a local account to log in.' Below this, there are two input fields: 'Email' and 'Password'. The 'Email' field has a red error message 'The Email field is required.' and the 'Password' field has a red error message 'The Password field is required.' Below the password field is a checkbox labeled 'Remember me?'. A blue 'Log in' button is positioned below the checkbox. At the bottom of the login form, there are two links: 'Forgot your password?' (highlighted with a yellow box) and 'Resend email confirmation'. To the right of the login form, a yellow box contains the URL 'https://transpo.bridgeportedu.net/'.

Transpo Home Privacy Login

Log in

Use a local account to log in.

Email

The Email field is required.

Password

The Password field is required.

☐ Remember me?

Log in

[Forgot your password?](#)

[Resend email confirmation](#)

<https://transpo.bridgeportedu.net/>

Student Roster Screen

The screenshot shows the 'Student List' interface. At the top, a navigation bar includes 'Transpo', 'Home', 'Privacy', 'Schools', and 'Students'. The 'Students' link is highlighted with an orange box and an arrow pointing to it with the text 'Brings you to your student roster'. To the right of the navigation bar, there is a user greeting 'Hello @bridgeportedu.net!' and a 'Logout' link. Below the navigation bar, the 'Student List' title is followed by a table. Above the table, there are two buttons: 'Add Student' and 'Print'. The 'Add Student' button is highlighted with an orange box and an arrow pointing to it with the text 'Select to add new Student'. The table has columns for 'ID', 'Last, First', 'Street', 'Grade', 'DOB', and 'School'. Each column has a sort icon (down and up arrows). The first three columns are highlighted with orange boxes. The 'Edit' link next to the first student's ID is highlighted with an orange box and an arrow pointing to it with the text 'Select to edit student info'. The 'Change' link next to the first student's school is highlighted with an orange box and an arrow pointing to it with the text 'Select to change students school'.

Transpo Home Privacy Schools **Students** Hello @bridgeportedu.net! Logout

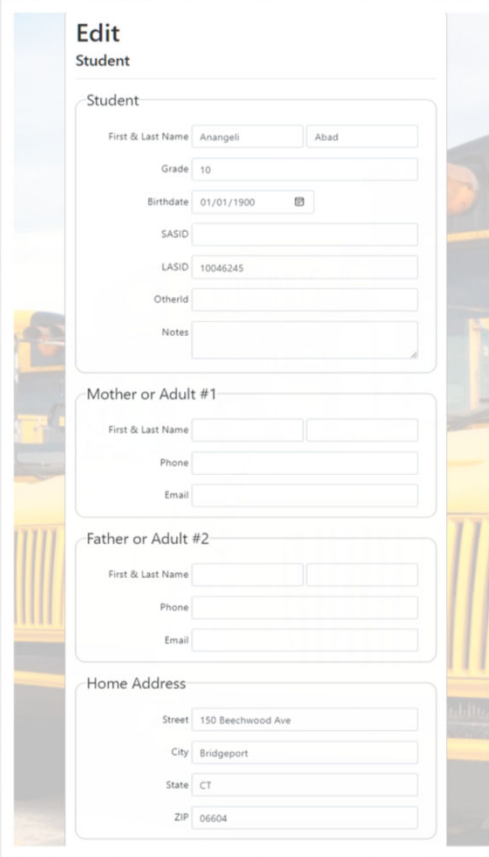
Student List

[Add Student](#) [Print](#)

ID	Last, First	Street	Grade	DOB	School
Edit 10046245 (LASID)			10	1/1/1900	(BHTH Change)
Edit 10040696 (LASID)			6	11/10/2010	(BHTH Change)
Edit 10004327 (LASID)			10	7/8/2006	(BHTH Change)

Student Info Screen

This screen allows you to edit a student's demographic and contact info.



Edit Student

Student

First & Last Name: Anangeli Abad

Grade: 10

Birthdate: 01/01/1900

SASID:

LASID: 10046245

Otherid:

Notes:

Mother or Adult #1

First & Last Name:

Phone:

Email:

Father or Adult #2

First & Last Name:

Phone:

Email:

Home Address

Street: 150 Beechwood Ave

City: Bridgeport

State: CT

ZIP: 06604

Change School

This page allows you to exit a student from your school and transfer the student to another school.

Transpo Home Privacy Schools Students Hello @bridgeportedu.net! Logout

Change Schools for Anangeli Abad

School History

	First Day	Last Day
BHTH - Bullard Havens Technical (CTHS System)	5/20/2022	

Release

Last Day

[Release](#)

Transfer

New School

First Day

[Transfer](#)

[Back To List](#)

Enter date after current date to exit a student from your school.

Select new school and enter date to transfer student to the school.

Adding a Student

When adding a new student, the system will look to see if the student already exists. If it finds a match it will display it. If not, you can select to enter a new student.

The screenshot shows the 'Find Student' form in the Transpo system. The form is titled 'Find Student' and has a header with 'Transpo' and navigation links: Home, Privacy, Schools, Students. The user is logged in as 'Hello @bridgeportedu.net! Logout'. The form contains the following fields and instructions:

- Id number must match exactly.
- State Id:
- Local Id:
- Birthdate must match exactly. Name must be "close".
- First Name:
- Last Name:
- Birth Date:
- [Find](#) button
- [Go Back](#) link

The screenshot shows the 'Matching Students' form in the Transpo system. The form is titled 'Matching Students' and has a header with 'Transpo' and navigation links: Home, Privacy, Schools, Students. The user is logged in as 'Hello @bridgeportedu.net! Logout'. The form contains the following fields and instructions:

- If there is an exact match below, click on it. Otherwise, [click here](#) to enter a new student.
- [Go Back](#) link

Annotations on the screenshot:

- A yellow box with an arrow pointing to the [click here](#) link: "If there isn't a match, select here to add a new student".
- A yellow box with an arrow pointing to the student information box: "If the system finds a match for your student, select here".

Student information box:

- (1/1/1900)
- Bridgeport, CT 06604
- 10046245 (LASID)