

# Parent Single Sign-On

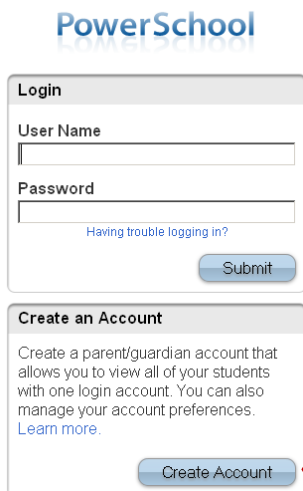
Parent Single Sign-On offers a number of benefits, including access to multiple students with one login, a personalized account for each parent and guardian, and the ability for parents/guardians to retrieve their own login information. Parent Single Sign-On changes the way in which parents/guardians access their students' academic records using the PowerSchool Parent Portal.

To create your new Single Sign-On Account you will need the following information:

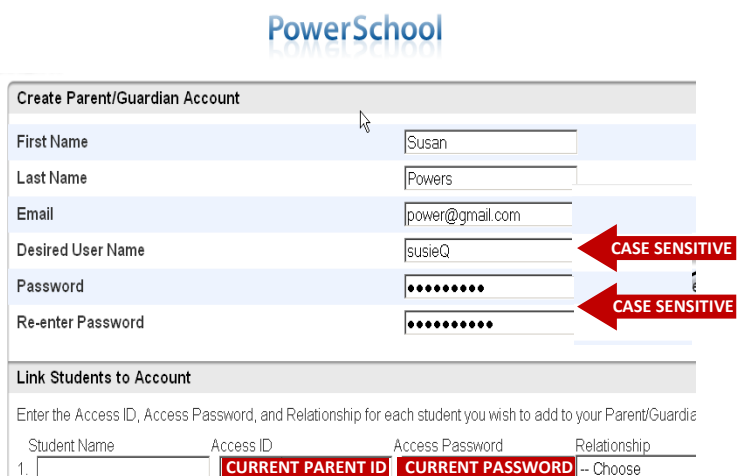
- **Name** - Your First and Last Name
- **Email** – Email address to receive student notifications/correspondence
- **Desired User Name** – A unique user name (Case Sensitive)
- **Password** - Password must be at least 6 characters long (Case Sensitive)
- **Student Access Information** - Information for a minimum of one student, including the student name, your Current Parent ID (Access ID), your Current Parent Password (Access Password), and your relationship to the student

## 1. Create your New Single Sign-On Account

## 2. Create Account. Link to Student



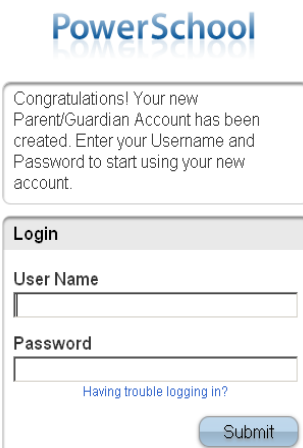
The image shows the PowerSchool login and account creation interface. The 'Login' section has fields for 'User Name' and 'Password', a 'Submit' button, and a link for 'Having trouble logging in?'. The 'Create an Account' section contains a descriptive paragraph and a 'Create Account' button, which is highlighted with a red arrow.



The image shows the 'Create Parent/Guardian Account' form. It includes fields for 'First Name' (Susan), 'Last Name' (Powers), 'Email' (power@gmail.com), 'Desired User Name' (susieQ), 'Password', and 'Re-enter Password'. Red arrows point to the 'Desired User Name' and 'Password' fields with the text 'CASE SENSITIVE'. Below the form is a 'Link Students to Account' section with a table for entering student information.

Student Name	Access ID	Access Password	Relationship
1.	CURRENT PARENT ID	CURRENT PASSWORD	-- Choose

## 3. Log in with New Single Sign-On Account



The image shows the PowerSchool login interface after account creation. It features a congratulatory message: 'Congratulations! Your new Parent/Guardian Account has been created. Enter your Username and Password to start using your new account.' Below this is the 'Login' form with 'User Name' and 'Password' fields, a 'Submit' button, and a link for 'Having trouble logging in?'.

## View Account Preferences

PowerSchool

Grades and Attendance | Grade History | Attendance History | Email Notification | Teacher Comments | School Bulletin | Class Registration | My Calendars | Account Preferences

## View /Modify Profile

PowerSchool

Grades and Attendance | Grade History | Attendance History | Email Notification | Teacher Comments | School Bulletin | Class Registration | My Calendars | Account Preferences

Profile **Students**

### Account Preferences - Profile

If you want to change the name, e-mail address, user name or password associated with your Parent/Guardian account, you may do so below. Please click the corresponding Edit button to make changes to your user name, or password.

First Name:	<input type="text" value="Mary"/>
Last Name:	<input type="text" value="Jordan"/>
Email:	<input type="text" value="powerschool@plainfield"/>
User Name:	<input type="text" value="jordanm"/>
Current Password:	<input type="password" value="*****"/>

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## View/Modify Students

PowerSchool

Grades and Attendance | Grade History | Attendance History | Email Notification | Teacher Comments | School Bulletin | Class Registration | My Calendars | Account Preferences

Profile **Students**

### Account Preferences - Students

To add a student to your Parent/Guardian account, click the ADD button.

My Students

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