

PowerSchool Parent Portal Account Set-up Procedure

PowerSchool has introduced a new single sign-on for parents. This means that parents can have one login to access all of their children's grades and attendance-(grades 6-12), in one place. Also, parents and guardians will no longer have to share logins as each parent or guardian can setup his or her own unique login and password.

Passwords used by the 9th grade pilot group last year will no longer work! You will have to create a new user account the first time you access the parent portal.

1. The Login screen is located at <u>http://pschool.svsabers.org/public/</u> (bookmark URL if you choose) or click on the Parent Sign In link on the SV Sabers homepage <u>http://www.svsabers.org</u>/.



2. The first time you access the system choose the **Create Account** button.

Parent Si	gn In
Jsername	
Password	
	Having trouble signing in?
Create an	Account
Create a par students with	ent account that allows you to view all of your one account. You can also manage your account

3. The Create Parent/Guardian Account screen will display.

reate Parent Ac	count		
First Name	John		
Last Name	Doe		
Email	Jd@yyy.	com	
Desired Username	Johndoeź	2	
Password	*****	*	
Re-onter Password	******	*	
lew password must:			
lew password must: Be at least 6 characters	s long Account		
Ne-enter Password New password must: Be at least 6 characters Link Students to Enter the Access ID, Ac	a long Account access Password, and Relations Access ID	ship for each student you wish to add	to your Parent Account
Ne-enter Password must: Be at least 6 characters Link Students to A Enter the Access ID, Ac Student Name	a long Account ccess Password, and Relations Access ID	ship for each student you wish to add Access Password	to your Parent Account Relationship Choose
lew password must: Be at least 6 characters Link Students to . Enter the Access ID, Ac Student Name	Account ccess Password, and Relations Access ID	ship for each student you wish to add Access Password	to your Parent Account Relationship Choose Choose
lew password must: Be at least 6 characters Link Students to A Enter the Access ID, Ac Student Name	a long Account Excess Password, and Relations Access ID	ship for each student you wish to add Access Password	to your Parent Account Relationship Choose Choose Choose
lew password must: Be at least 6 characters Link Students to 2 Enter the Access ID, Ac Student Name	Account Coress Password, and Relations Access ID	ship for each student you wish to add Access Password	to your Parent Account Relationship Choose Choose Choose Choose Choose
lew password must: Be at least 6 characters Link Students to A Enter the Access ID, Ac Student Name	Account Constraint Constraints Access ID Access ID	ship for each student you wish to add Access Password	to your Parent Account Relationship Choose Choose Choose Choose Choose Choose Choose
lew password must: Be at least 6 characters Link Students to . Enter the Access ID, Ac Student Name	Account Coress Password, and Relations Access ID	ship for each student you wish to add Access Password	to your Parent Account Relationship Choose Choose Choose Choose Choose Choose Choose Choose Choose

To create the account fill in the following information:

- First Name
- Last Name
- Email address
- Desired Username- Must be unique. If the username requested is already in use an error will occur and you will have to choose a different name.
- Password- Must be at least 6 characters long. The system will indicate security of the password while entering it.
- Re-enter password

PowerSchool

Create Parent Acc	ount		
First Name	John		
Last Name	Doe		
Email	Jd@yyy.co	om	
Desired Username	Johndoe2		
Password	*******		
Re-enter Password	******		
New password must:			
•Be at least 6 characters	long		
Link Students to A	Account ess Password, and Relationship) for each student you wish to add	I to your Parent Account
Link Students to A Enter the Access ID, Acc Student Name	Account pess Password, and Relationship Access ID	o for each student you wish to add	to your Parent Account Relationship
Link Students to A Enter the Access ID, Acc Student Name Mary Doe	Access ID	o for each student you wish to add Access Password ********	I to your Parent Account Relationship Daughter
Link Students to A Enter the Access ID, Acc Student Name Mary Doe	Account ess Password, and Relationship Access ID SV *********	o for each student you wish to add Access Password	I to your Parent Account Relationship Daughter Choose
Link Students to A Enter the Access ID, Acc Student Name Mary Doe	Access ID	o for each student you wish to add Access Password	I to your Parent Account
Link Students to A Enter the Access ID, Acc Student Name Mary Doe	Access ID SV ********	o for each student you wish to add Access Password	A to your Parent Account Relationship Daughter Choose Choose Choose
Link Students to A Enter the Access ID, Acc Student Name Mary Doe	Access ID SV *********	o for each student you wish to add	A to your Parent Account Relationship Daughter Choose Choose Choose Choose Choose Choose Choose
Link Students to A Enter the Access ID, Acc Student Name Mary Doe	Access ID Access ID SV *********	o for each student you wish to add	A to your Parent Account Relationship Daughter Choose Choose Choose Choose Choose Choose Choose Choose Choose Choose
Link Students to A Enter the Access ID, Acc Student Name Mary Doe	Access ID Access ID SV *********	o for each student you wish to add	Relationship Daughter Choose C Choose
Link Students to A Enter the Access ID, Acc Student Name Mary Doe	Access ID Access ID SV *********	o for each student you wish to add	to your Parent Account Relationship Daughter Choose Choose Choose Choose Choose Choose Choose Choose Choose Choose
Link Students to A Enter the Access ID, Acc Student Name Mary Doe	Account	o for each student you wish to add	I to your Parent Account Relationship Daughter Choose Choose Choose Choose Choose Choose Choose Choose Choose

In order to proceed you must have the Access ID and Access Password for each student you want to link to. This information will be provided to you after you have submitted the *Acceptable Use Policy for Parent Access*.

- 4. Link Students to Account
 - Enter student's name
 - Enter Access ID
 - Enter Access Password
 - Relationship- choose from drop down
 - Continue the Link Students to Accounts process until you have linked all your students to your account
 - Hit the Enter button to submit the information

5. After you have successfully linked students and hit submit the below screen will display and you can log in with your credentials.

PowerSchool	
Congratulations! Your new Parent Account has been created. Enter your Username and Password to start using your new account.	
Parent Sign In	
Username	
Password	
Having trouble signing in?	
Sign In	

6. If you forget your username or password, the system will email it directly to the email address on file. The school office will no longer be able to assist in the recovery of passwords.

Recover Ac	count Sign In Information
To recover your below.	account sign in information, provide the information
Forgot Passwo	rd? Forgot Username?
Username	
Email Address	
Enter	