



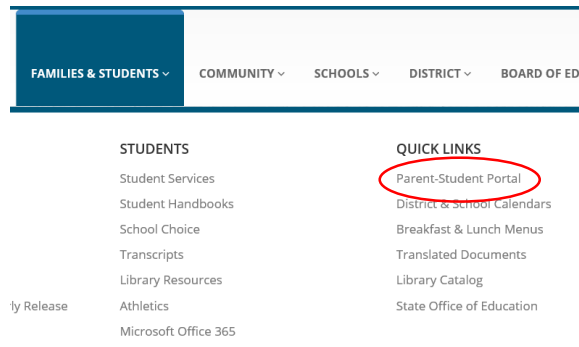
# PowerSchool Parent Portal



rev. 8.13.15

# Accessing the PowerSchool Parent Portal

- To access PowerSchool Parent Portal go to the Salt lake City School District website (<http://www.slcschools.org>) and click on 'Parent-Student Portal' under Families & Students from drop down menu.



## Creating an Account

- If returning student, and parent used parent portal previous years, the same username and password will be used. If you forgot the username and password previously used, you may click on [Having trouble signing in?](#)
- Click on the 'Create Account' button to create your username and password. If you have already created an account, simply select the desired language, enter a username and password, and click 'Sign In.'

The screenshot shows the 'Student and Parent Sign In' form. At the top, there are two buttons: 'Sign In' and 'Create Account'. The form has a title 'Student and Parent Sign In'. Below the title, there is a 'Select Language' dropdown menu with 'English' selected. There are two input fields: 'Username' and 'Password'. Below the 'Password' field, there is a link 'Having trouble signing in?'. A blue 'Sign In' button is located at the bottom right of the form. Below the form, there is a message for parents: 'Parents: You must create an account to access student information. If you have previously created an account, you do not need to create another account.' There is a link 'Click here for instructions' and its Spanish equivalent 'Haga clic aquí para ver las instrucciones.'. Below that, there is a message for students: 'Students: Your username and password are the same as last year. New students can receive a password from the school.' At the bottom, there is a red message: 'If you are having trouble logging in, please contact your student's school.'

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- Enter your first name, last name, email, desired username, and password.
  - An email address is required. Free email addresses can be obtained from Google (Gmail), Yahoo, Microsoft (Window Live Hotmail), and other email websites.
  - Passwords must be at least six characters long.

## Link the account to your students

- Enter your student's first and last name as it would have been entered in PowerSchool.
- Enter the access ID and password for that student. A student's access ID and password are the same username and password that you used to log into the Parent Portal during previous school year. If you do not remember the access ID and password the student's school will also be mailing the student's access ID and password to you. If you have more than one student, each student will have their own access ID and password.
- All of your students can be associated to one username and password
- Lastly, select your relationship to the student and click 'Enter'

### Create Parent Account

|                   |                          |                          |
|-------------------|--------------------------|--------------------------|
| First Name        | <input type="text"/>     |                          |
| Last Name         | <input type="text"/>     |                          |
| Email             | <input type="text"/>     |                          |
| Desired Username  | <input type="text"/>     |                          |
| Password          | <input type="password"/> | <input type="password"/> |
| Re-enter Password | <input type="password"/> |                          |

Password must:  
•Be at least 6 characters long

### Link Students to Account

Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account

|          |                 |  |
|----------|-----------------|--|
| <b>1</b> | Student Name    | <input type="text"/>                       |
|          | Access ID       | <input type="text"/>                       |
|          | Access Password | <input type="password"/>                   |
|          | Relationship    | -- Choose <input type="button" value="v"/> |

|          |                 |  |
|----------|-----------------|--|
| <b>2</b> | Student Name    | <input type="text"/>                       |
|          | Access ID       | <input type="text"/>                       |
|          | Access Password | <input type="password"/>                   |
|          | Relationship    | -- Choose <input type="button" value="v"/> |

- After creating your account, you will be able to login to the PowerSchool Parent Portal.

**PowerSchool**

### Student and Parent Sign In

Select Language  
English

Username

Password

[Having trouble signing in?](#)

Parents: You must create an account to access student information. If you have previously created an account, you do not need to create another account.

[Click here for instructions](#)  
**Haga clic aquí para ver las instrucciones.**

Students: Your username and password are the same as last year. New students can receive a password from the school.

**If you are having trouble logging in, please contact your student's school.**

- Once logged in, the student’s current classes, grades, and attendance will be displayed

The screenshot shows a user interface for a student named Jill. At the top left, the user's name 'Jack Jill' is displayed. Below it is a navigation menu with the following items: Grades and Attendance (selected), Grade History, Attendance History, Email Notification, Teacher Comments, School Bulletin, Class Registration, My Calendars, and Account Preferences. The main content area is titled 'Grades and Attendance: Jill' and contains a table with the following structure:

| Exp  | Last Week |   |   |   |   | This Week |   |   |   |   | Attendance By Class                          |              |
|------|-----------|---|---|---|---|-----------|---|---|---|---|--|--------------|
|      | M         | T | W | H | F | M         | T | W | H | F | Course                                       | T1           |
| 1(A) |           |   |   |   |   |           |   |   |   |   | Utah Studies<br><a href="#">Teacher Name</a> |              |
| 2(A) |           |   |   |   |   |           |   |   |   |   | CTE Intro T<br><a href="#">Teacher Name</a>  |              |
| 3(A) |           |   |   |   |   |           |   |   |   |   | Coed Sports<br><a href="#">Teacher Name</a>  |              |
| 4(A) |           |   |   |   |   |           |   |   |   |   | Pre-Algebra<br><a href="#">Teacher Name</a>  | A<br>99<br>H |

In the upper left corner of this screen, you will see each of your student’s names. Click on the student’s name to see their information.

- Click on the teacher name to email the teacher
- Click on the grade or percent to view the course information and assignments that make up that grade.
- Click on the absences or tardies to view the dates the student was absent or late.
- The menu on the left will allow you to see the student’s grade history, attendance history, teacher comments, and school bulletin.
- The ‘Email Notification’ link will allow you to sign up to receive daily, weekly, or monthly email reports concerning your student’s progress.
- The ‘Account Preferences’ link will allow you to edit your username, password, email address, and associate additional students to your account

### Account Preferences - Profile

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

|                   |  |
|-------------------|--|
| First Name:       | <input type="text" value="John"/>              |
| Last Name:        | <input type="text" value="Doe"/>               |
| Email:            | <input type="text" value="johndoe@gmail.com"/> |
| Select Language   | <input type="text" value="Select a Language"/> |
| Username:         | <input type="text" value="johndoe"/>           |
| Current Password: | <input type="text" value="*****"/>             |

[Cancel](#) [Save](#)

### Account Preferences - Students

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

|                    |                       |
|--------------------|-----------------------|
| <b>My Students</b> | <a href="#">Add +</a> |
| Student Name       |                       |

Shay

**Navigation**

- Grade History
- Email Notification**
- School Bulletin
- Balance
- School Information
- Account Preferences
- SchoolMessenger
- Test Scores

District Code: ZQJM

Download on the App Store

GET IT ON Google play

### Email Notifications:

What information would you like to receive?

- Summary of current grades and attendance
- Detail report showing assignment scores for each class.
- Detail report of attendance.
- School announcements.
- Balance Alert (Note: will only be sent when student is low on funds).

How often?

Email Address

Additional Email Addresses   
(separate multiple email addresses with commas)

Apply these settings to all your students?

Send now for Shay?

[Submit](#)

**If you are having trouble getting an account setup or logging in, please contact your student's school.**

# PowerSchool Parent Portal

rev. 8.3.15



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