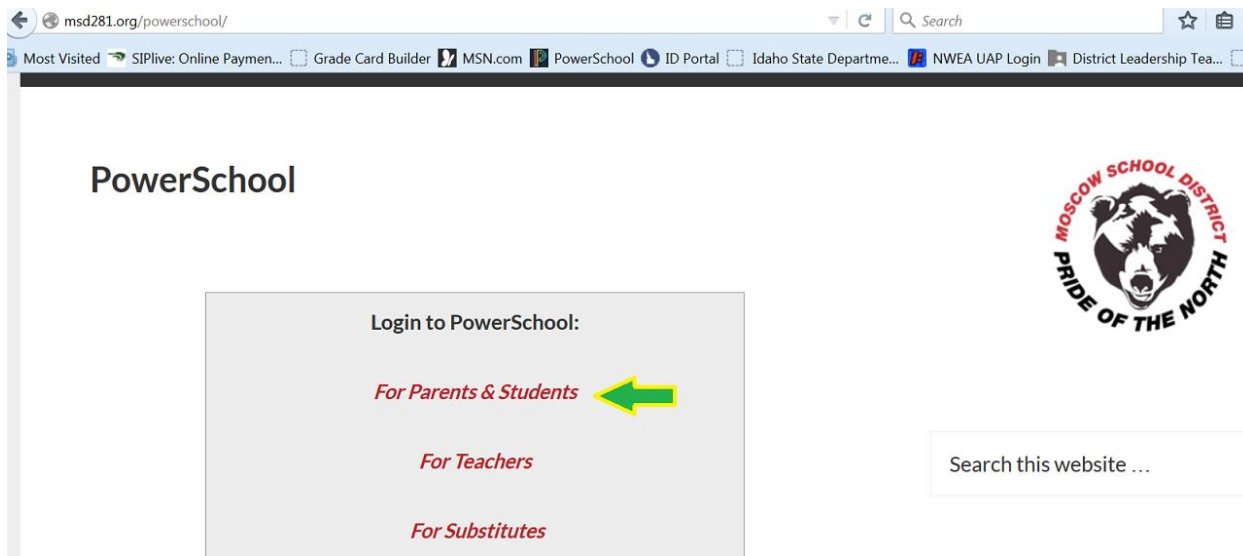


# PowerSchool for Parents Users Guide

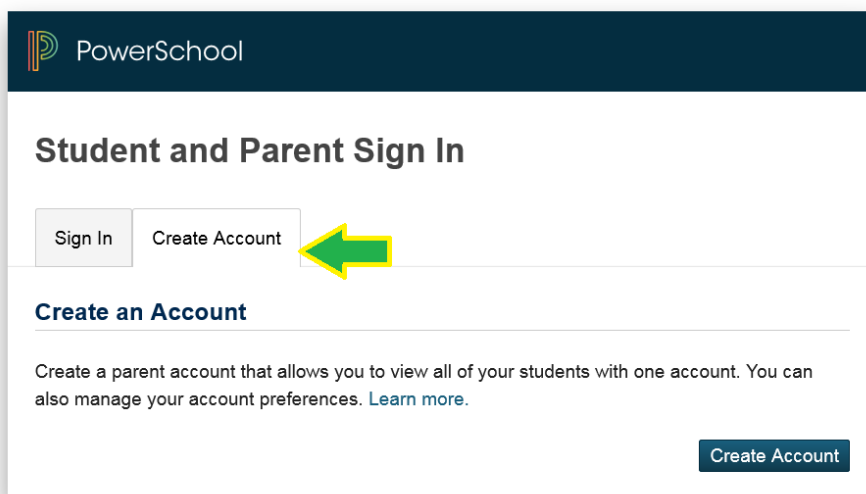
The Moscow School District has moved to single sign-on for our PowerSchool Parent Portal. This enables parents to have all their students (grades 5-12) under one account. Because of the change all parent must create their own account to begin with.

## If You Have Never Created Your Own Account

You first need the Access ID and password for at least one of your children. You will be given those at the beginning of the year from the school, or if you arrive during the school year ask the main office of your child's school to print it off for you. Once you have the ID and password, go to the Moscow School District website ([msd281.org](http://msd281.org)). Click on PowerSchool and then choose the *For Parents & Students* option:



Once in the *Student and Parent Sign In* page on the *Create Account* Tab.



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When you select *Create Account* you will need to complete the page below. Make sure you write down the email address you used in the registration, your username and password and keep them in a safe place. As you can see you will be immediately asked to link students to your account. You will need to provide at least

one child's name, Access ID and Password (given to you by the school) so that you complete the account setup process. You do have the option of adding additional students at that time too. However you can add additional students at any point by going into your account preferences.

**PowerSchool**

### Create Parent Account

First Name:

Last Name:

Email:

Desired Username:

Password:

Re-enter Password:

Password must: •Be at least 6 characters long

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### Link Students to Account

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

1

Student Name:

Access ID:

Access Password:

Relationship: -- Choose

2

Student Name:

Access ID:

Once you complete your registration you will have access to your child(ren)'s information.

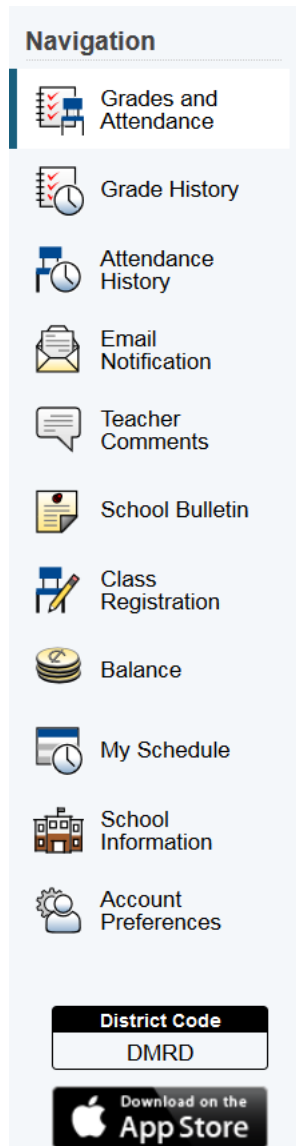
The default screen is Grades and Attendance:

**Grades and Attendance:** [Redacted]

Grades and Attendance

Exp	Last Week					This Week					Course	Q1	Q2	Q3	Q4	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F							
1AM(A)											Att AM	--	--	--	--	0	0
2PM(A)											Att PM	--	--	--	--	0	0
RE(A)											5 Literacy/Reading	C	--	--	--	0	0
WR(A)											5 English/Writing	B	--	--	--	0	0
MA(A)											5 Math	B	--	--	--	0	0
SC(A)											5 Science	C	--	--	--	0	0
SS(A)											5 Social Studies	C	--	--	--	0	0
MU1(A)											Music K-5	--	--	--	--	0	0
PE1(A)											Physical Ed K-5	--	--	--	--	0	0
<b>Attendance Totals</b>																0	0

The Navigation Column, on the left is how you will be able to see everything you need to in your child's account.



➡ The default start page with grades and attendance.

➡ Once the year progresses, you will be able to see previous quarter grades.

➡ You can check your child's absences.

➡ You can set up email notifications regarding grades, attendance and lunch balance alerts.

➡ You can read any comments teachers have added about your child.

➡ We have not yet added bulletins but hope to have them soon.

➡ Not used

➡ Lunch account balances

➡ Your secondary student's daily schedule

➡ Basic school contact information

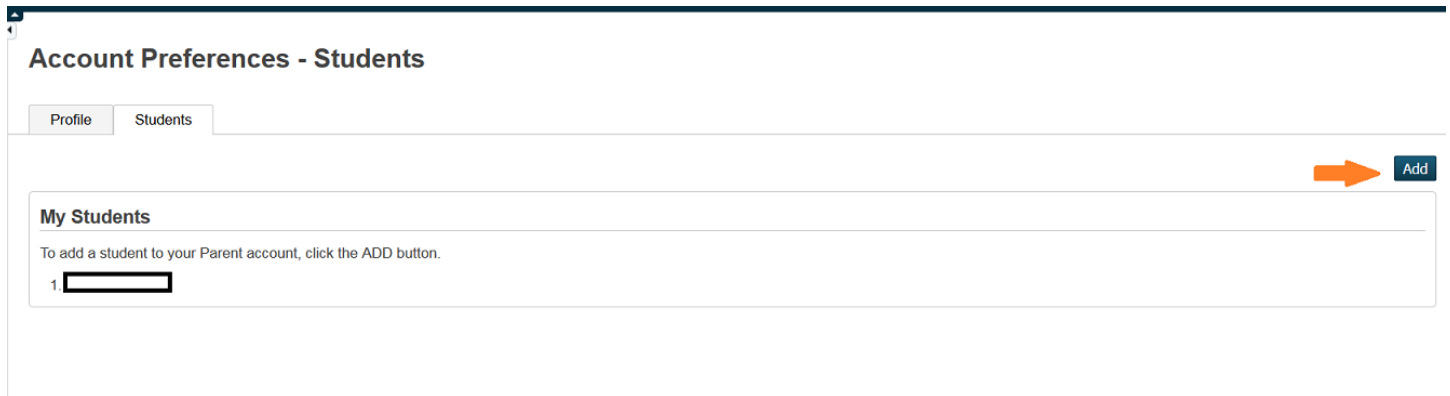
➡ This is where you will update your email, students, etc.

➡ If you have an iPad or iPhone you can download the PowerSchool app for free.

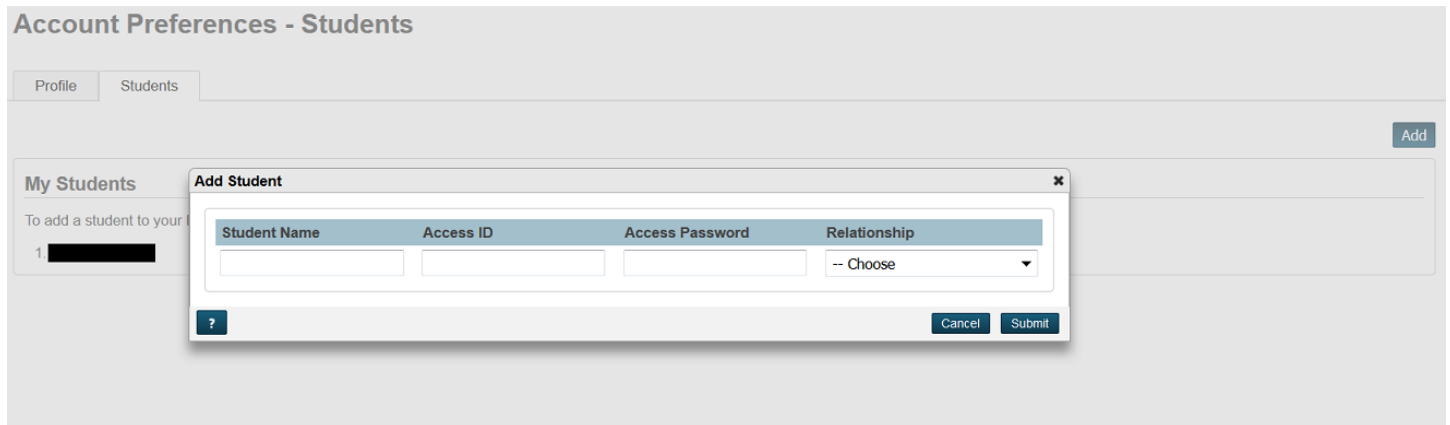
## If You Already Have an Account on the Parent Portal and Want to Add a Child

You need to make sure you have the new child's Access ID and Password from the main office of their school. Log into your Parent Portal. Click on **Account Preferences** at the bottom of the Navigation Bar on the left side of the home page.

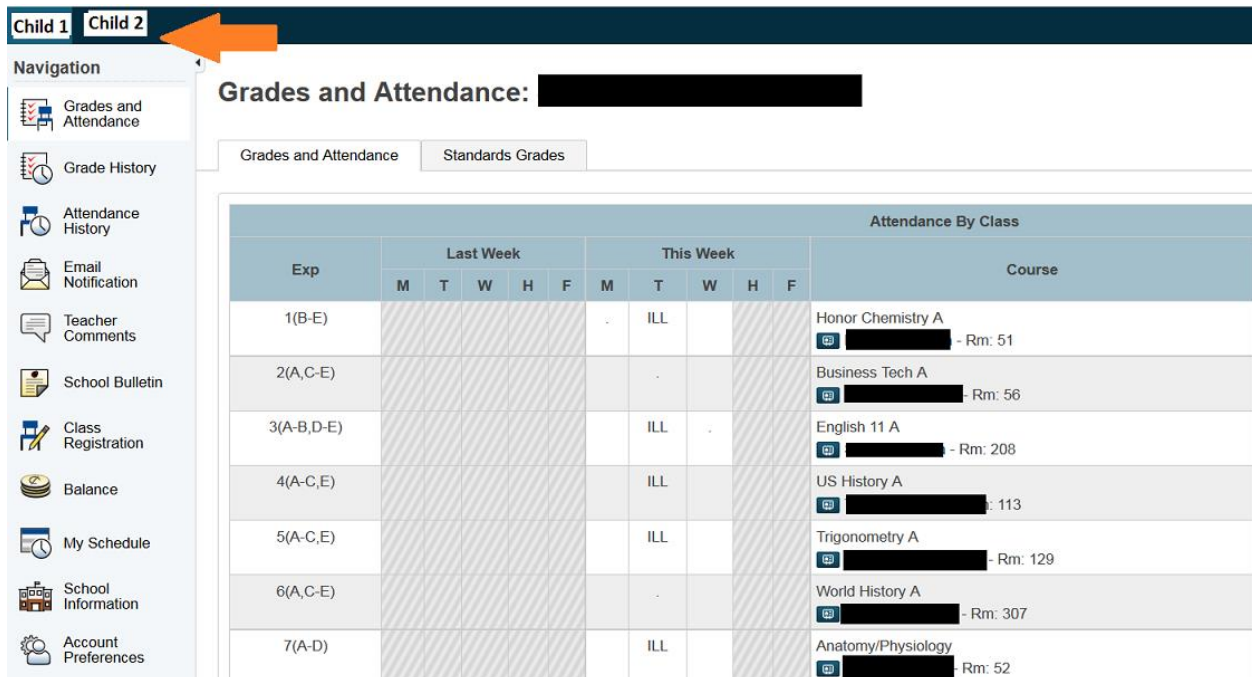
Choose the Student tab and click on ADD.



Fill in the child's name, Access ID, Password and your relationship to the child.



When you have added your additional child(ren). Then you will see their first names across the top ribbon.



Just click on the child you would like to view.