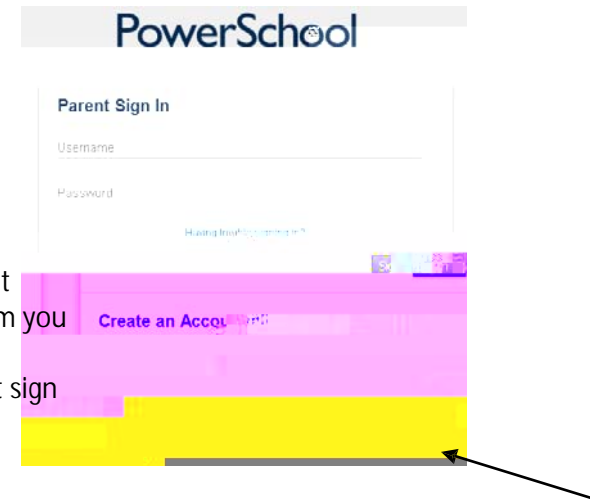## What is PowerSchool Parent Portal

PowerSchool Parent Portal gives parents and students access to real time information including attendance, grades and detailed assignment descriptions, school bulletins and even personal messages from the teacher. PowerSchool's Parent Portal provides single sign on access. With single sign on access parents create and maintain that to manage their account information, link any and all students to your account (for whom you have parental or legal rights), and set email and notifications preferences for each student linked to your account. If account sign in information

has been forgotten, it can be retrieve by using the auto recovery feature on the sign in page.

How to Log In to Parent Portal

Use this procedure to create a new parent account. In order to create an account, you must have the Access ID and Password for at least one student enrolled in school. When creating the account, you will need the Access ID and password for each student you want to associate to your parent account. If you do not have this information or have questions, contact your school.

1. Open your web browser to the CMS PowerSchool URL; *cms.powerschool.com*. The Parent Sign in page appears.
2. Click on Create Account.

3. Fill in the form shown **below** *figure 1.1*. **Note: You will choose your own user name and password. Passwords must be at least 6 characters. You may be prompted to select a different user name if the one you choose has already been used.**
4. Enter the student's first name, Access ID & Access Password and your relationship to him/her for each of your students.
5. Repeat Step 4 to add additional students to your account.
6. Click Enter. If successful, you will be directed to the Parent Sign In screen shown to the **below** *figure 1.2*. If you receive an error message, you will need to make any corrections it suggests and fill in the passwords again.

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Create Account Screen:

Figure 1.1

Re-enter Password

Password must
•Be at least 6 characters long
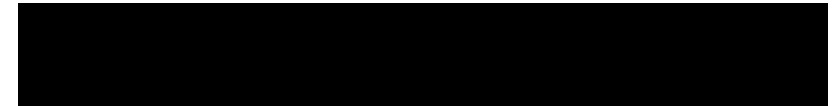
Figure 1.2 **Sign**   A   of the   t   A
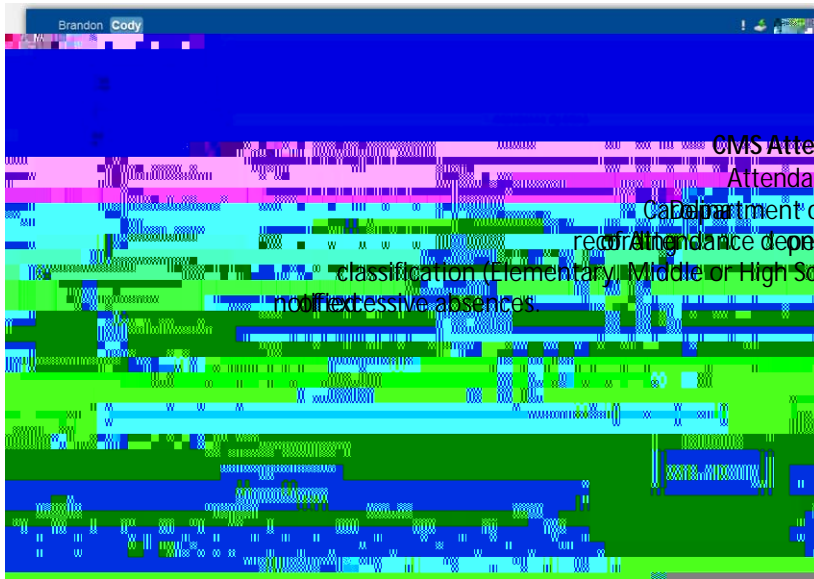
PowerSchool Parent Portal Start Page

When you sign in to PowerSchool Parent Portal, the start page appears. This page serves as the central point from which you begin your PowerSchool Parent Portal session. The start page consists of the following main areas:

- Header: The header appears at the top of the PowerSchool Parent Portal. The header includes the following information:

Navigation Toolbar: The navigation toolbar appears at the top of the start page, and is common to every page in the

Viewing Grades and Attendance

CMS Attendance Policy
Attendance is recorded either daily or each period; based North Carolina Department of Education standards. The type of recording attendance depends on the student's classification (Elementary, Middle or High School). Parents will be notified of excessive absences.

Explanation of Abbreviations

Grading Scale
A 93 100
B 85 92
C 77 84
D 70 76
Anything 69 below is an F

S1: First semester
S2: Second semester

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