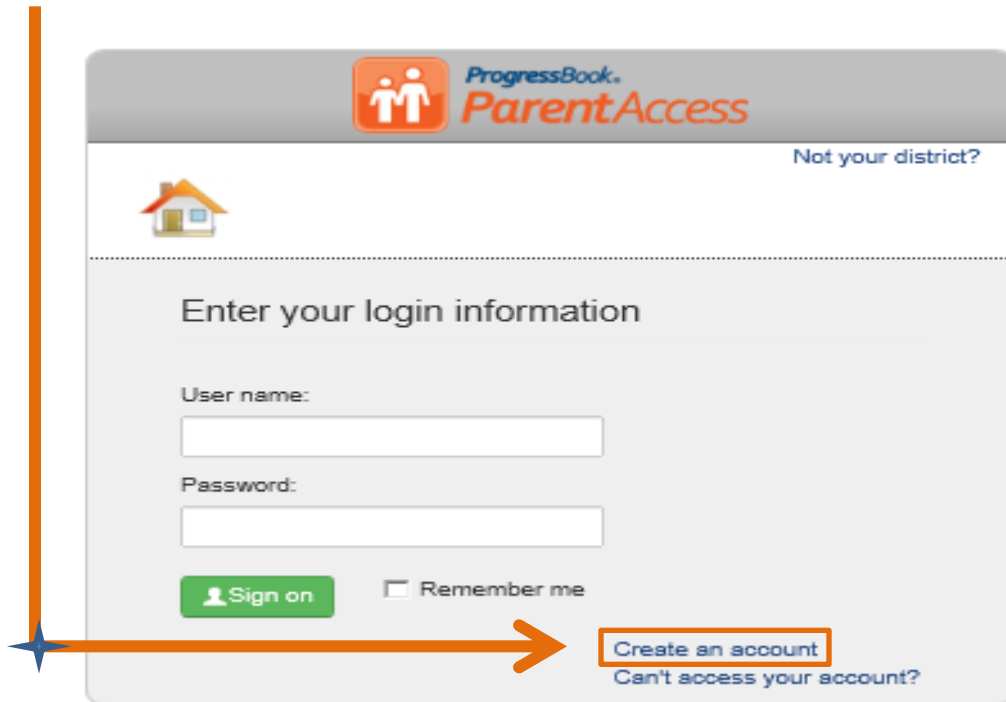


How to Create Your Parent Access Account

1. Click on Create an account



2. Fill in the following information

Parent Information

First Name:

Diane

Middle Name:

Marie

Last Name:

Jones

Email:

djones@yahoo.com

Confirmation Email:

djones@yahoo.com

Account Information

User Name:

djones72

Password:

.....

Confirm Password:

.....

Passwords must:

- Be a minimum of 8 characters
- Include at least 1 number & 1 letter

Student Information

Registration Key:

VRZ2S3PDQZS

Student First Name (Legal Name):

Johnny

Student Last Name:

Jones

Student Birthdate (mm/dd/yyyy):

11/12/1994

[Delete Student](#)

[Add Student](#)

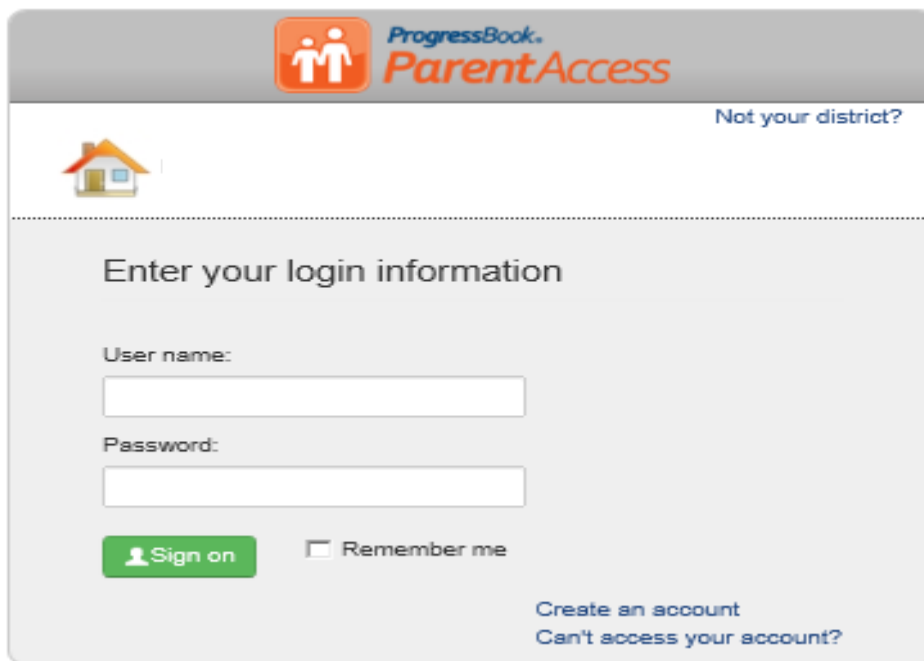
Register

Cancel

3. Click on the Register Button



4. If your account is registered successfully, you will be brought back to the login screen so that you can sign in with your new account.



The screenshot shows the login interface for ProgressBook ParentAccess. At the top, there is a grey header with the ProgressBook logo (two stylized figures) and the text "ProgressBook ParentAccess". Below the header, on the right, is a link "Not your district?". On the left, there is a house icon. The main content area is titled "Enter your login information" and contains two input fields: "User name:" and "Password:". Below the password field is a green "Sign on" button with a person icon and a "Remember me" checkbox. At the bottom right, there are two links: "Create an account" and "Can't access your account?".

How to Link Children in Parent Access

1. Log Into Parent Access



ProgressBook
ParentAccess

Not your district?

Enter your login information

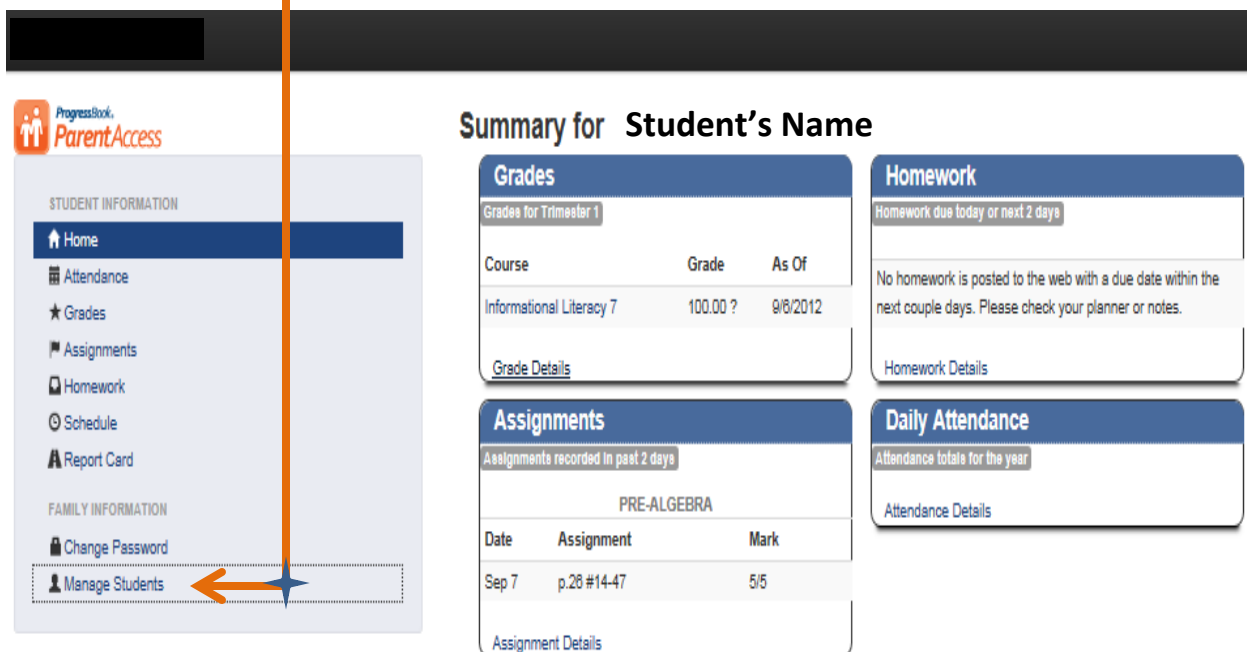
User name:
djones72

Password:
.....

Remember me

[Create an account](#)
[Can't access your account?](#)

2. Click on Manage Students



ProgressBook
ParentAccess

STUDENT INFORMATION

- Home
- Attendance
- Grades
- Assignments
- Homework
- Schedule
- Report Card

FAMILY INFORMATION

- Change Password
- Manage Students

Summary for Student's Name

Grades

Grades for Trimester 1

Course	Grade	As Of
Informational Literacy 7	100.00 ?	9/6/2012

[Grade Details](#)

Homework

Homework due today or next 2 days

No homework is posted to the web with a due date within the next couple days. Please check your planner or notes.

[Homework Details](#)

Assignments

Assignments recorded in past 2 days

PRE-ALGEBRA

Date	Assignment	Mark
Sep 7	p.26 #14-47	5/5

[Assignment Details](#)

Daily Attendance

Attendance totals for the year

[Attendance Details](#)

3. Click on the 'Link a new student' Button

ProgressBook ParentAccess

Manage Students
Click on a student to create a student account

STUDENT INFORMATION

- Home
- Attendance
- Grades
- Assignments
- Homework
- Schedule
- Report Card

FAMILY INFORMATION

- Change Password
- Manage Students**

First student's name

Link a new student

4. Fill in the information for the additional child

ProgressBook ParentAccess

Link Student

Student First Name:

Student Last Name:

Student Date of Birth:

Registration Key:

STUDENT INFORMATION

- Home
- Attendance
- Grades
- Assignments
- Homework
- Schedule
- Report Card

FAMILY INFORMATION

- Change Password
- Manage Students**

5. Click on the 'Link Student' Button

6. Look for the verification that the student was successfully linked

7. Click the Home Button

Link Student

The student has been successfully linked to your account

Student First Name:

Student Last Name:

Student Date of Birth:

Registration Key:

8. Change which child to view by clicking the student buttons at bottom of page

Summary for Student's Name

Grades

Grades for Trimester 1

Course	Grade	As Of
Informational Literacy 7	100.00 ?	9/8/2012

Assignments

Assignments recorded in past 2 days

PRE-ALGEBRA		
Date	Assignment	Mark
Sep 7	p.20 #14-47	5/5

First Student Second Student