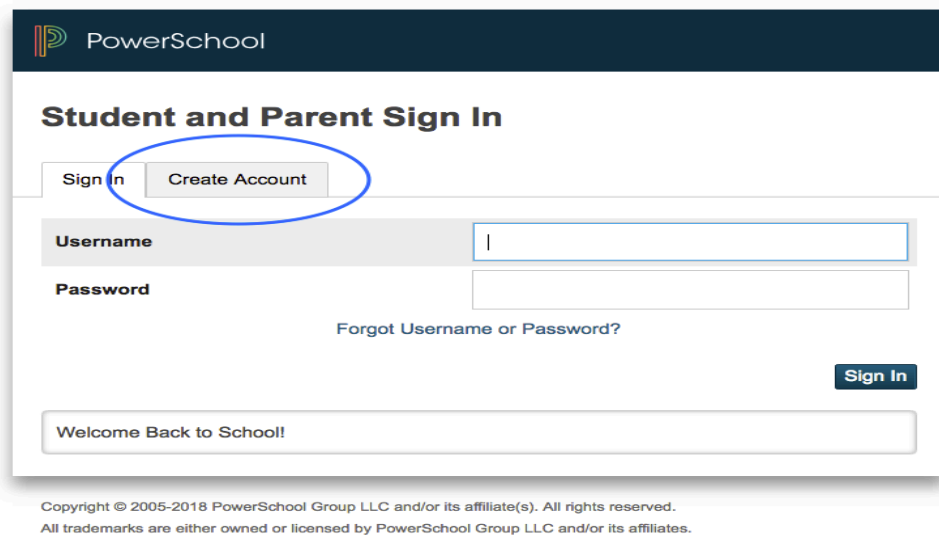


How to create a Parent Account on PowerSchool: A Parent Guide

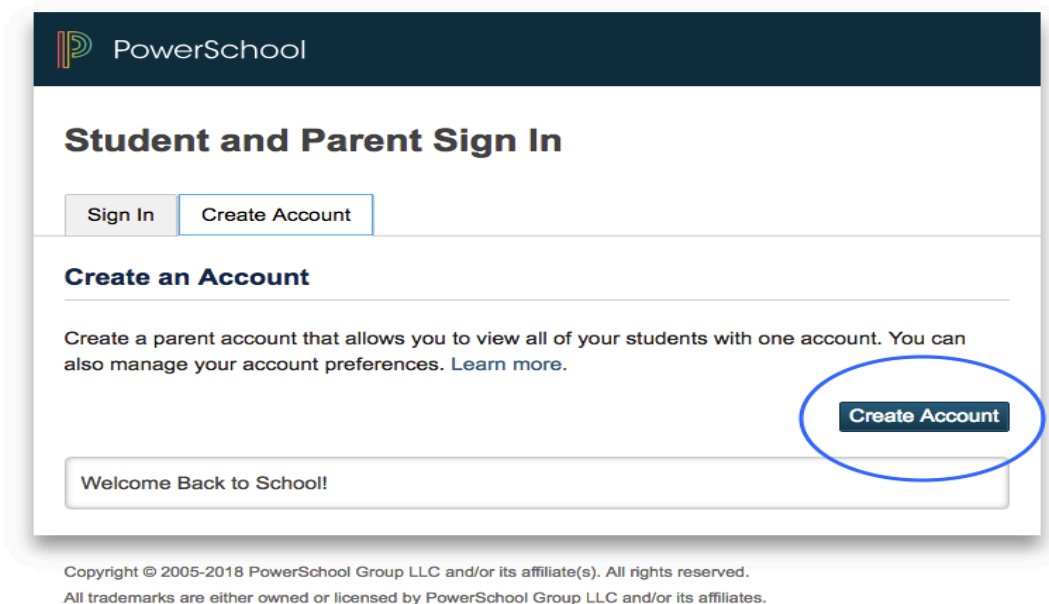
A PowerSchool account is used to check student grades and progress in PowerSchool, Hillview's learning management system.

1. Open a web browser and navigate to the PowerSchool Parent Portal for MPCSD at <https://mpcsd.powerschool.com/public/home.html>. Once there, click the tab for "Create Account".



The screenshot shows the PowerSchool login page. At the top left is the PowerSchool logo. Below it is the heading "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account". The "Create Account" button is circled in blue. Below the buttons are input fields for "Username" and "Password". A link "Forgot Username or Password?" is located below the password field. A "Sign In" button is at the bottom right. A "Welcome Back to School!" message is in a box at the bottom. At the very bottom, there is a copyright notice: "Copyright © 2005-2018 PowerSchool Group LLC and/or its affiliate(s). All rights reserved. All trademarks are either owned or licensed by PowerSchool Group LLC and/or its affiliates."

2. Once you click "Create Account," a new screen comes up to confirm creating a parent account. Again, click "Create Account."



The screenshot shows the PowerSchool "Create an Account" page. At the top left is the PowerSchool logo. Below it is the heading "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account". The "Create Account" button is circled in blue. Below the buttons is the heading "Create an Account". The text reads: "Create a parent account that allows you to view all of your students with one account. You can also manage your account preferences. [Learn more.](#)" A "Create Account" button is at the bottom right, circled in blue. A "Welcome Back to School!" message is in a box at the bottom. At the very bottom, there is a copyright notice: "Copyright © 2005-2018 PowerSchool Group LLC and/or its affiliate(s). All rights reserved. All trademarks are either owned or licensed by PowerSchool Group LLC and/or its affiliates."

3. After clicking “Create Account” like on the above screen, you will be directed to the “Parent Account Details” screen. Here, enter your name and email address, and your desired username and password. You create the username and password – this is NOT given by the school. Remember this username and password!

PowerSchool

Create Parent Account

Complete the boxes below with your own parent information

Parent Account Details

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

4. Then, scroll down to link students to your account. For linking students, you will need each of your student’s Access IDs and Access Passwords. If you do not know your Access ID or Access Password, email Associate Principal Danielle O’Brien at dobrien@mpcsd.org.

Link Students to Account

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

You can add up to 7 students in this section.

1	<input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose

5. At the bottom of this screen, click “Enter” to complete the account creation process.

A screenshot of a web form for account creation, labeled with a circled number '7' in the top left corner. The form contains four input fields: 'Student Name', 'Access ID', 'Access Password', and 'Relationship'. The 'Relationship' field is a dropdown menu currently showing '-- Choose'. At the bottom right of the form is a dark blue button labeled 'Enter'. A blue arrow points from the bottom of the form towards the 'Enter' button, which is also circled in blue.

6. Once the account creation is complete, you are directed back to the original screen. Here, use your Username and Password you created earlier in Step 3 to log in to your account. Then, click sign in on the bottom right.

A screenshot of the PowerSchool 'Student and Parent Sign In' page. At the top left is the PowerSchool logo. Below the logo are two tabs: 'Sign In' (selected) and 'Create Account'. The main content area has two input fields: 'Username' and 'Password'. A blue box containing the text 'Your username from creating your account' has an arrow pointing to the Username field. Another blue box containing 'Your Password from creating your account' has an arrow pointing to the Password field. Below these fields is a link that says 'Forgot Username or Password?'. At the bottom right is a dark blue button labeled 'Sign In', which is circled in blue. A blue box containing the text 'Then click sign in HERE' has an arrow pointing to the 'Sign In' button. At the bottom left of the page is a message that says 'Welcome Back to School!'.