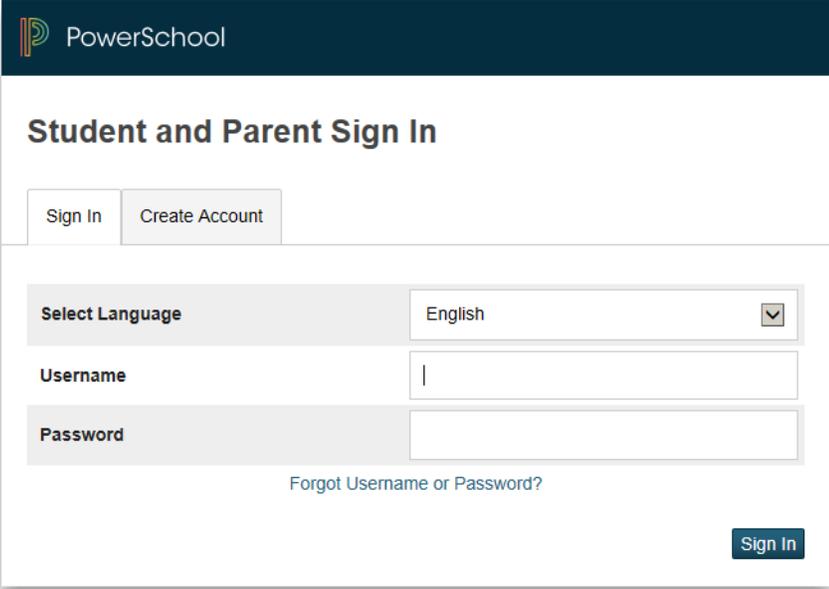


How to create a new PowerSchool Parent Portal account:

Welcome to the Pasco School District's PowerSchool Parent Portal! Parents can check grades, schedules, assignments, and more with the ability to add multiple students to their PowerSchool account – even if the students attend different schools! To log into the PowerSchool Parent Portal, all parents will need to create a Parent Portal account. Here's how to do that:

1. Go to the Pasco School District's website at www.psd1.org and mouse over the Students & Families Tab link then click the **Parent Portal Login** link then click on Parents on the left hand side or go directly to <https://pschool.psd1.org/public/home.html>
2. The **PowerSchool Login** screen will open. Ignore the Username and Password boxes for now.
3. Click the **Create Account** tab at the top of the screen.



The screenshot shows the PowerSchool login interface. At the top, there is a dark blue header with the PowerSchool logo and name. Below the header, the title "Student and Parent Sign In" is displayed. There are two tabs: "Sign In" and "Create Account". The "Create Account" tab is selected. Below the tabs, there is a "Select Language" dropdown menu set to "English". Below that 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. At the bottom of the page, there is a copyright notice: "Copyright© 2005 - 2015 Pearson Education, Inc., or its affiliate(s). All rights reserved."

4. The **Create Parent/Guardian Account** screen will open. Enter your **First Name**, **Last Name** and **Email address**.
5. Type in whatever you'd like to use as your **Desired User Name** and **Password**.
(The web site will let you know if the Desired User Name you've selected is not available and it will offer some suggested User Names.)

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 8 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

1

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

2

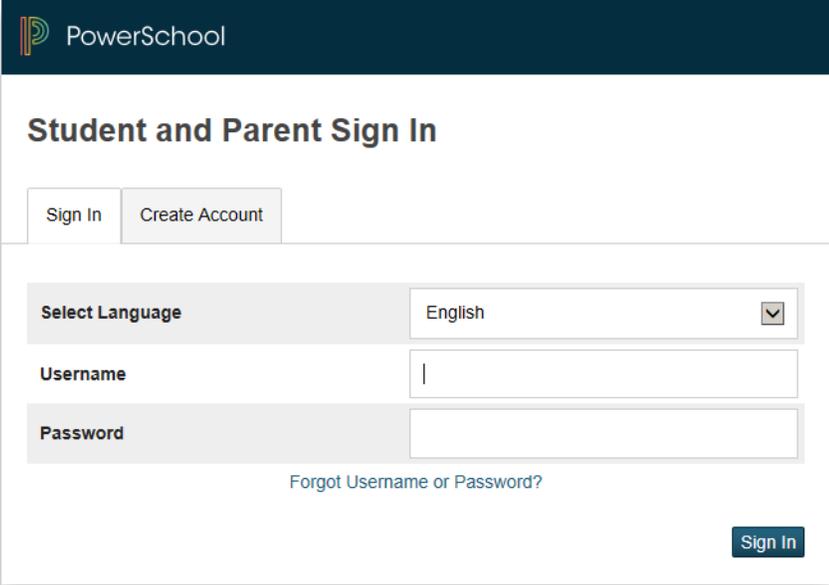
Student Name	<input type="text"/>
Access ID	<input type="text"/>
Access Password	<input type="password"/>
Relationship	-- Choose <input type="button" value="v"/>

6. Type your child's full name, Access ID, and Access Password. Please note that the Access ID and Password are case sensitive. If you do not have the Access ID and Access Password for your student, please contact your student's school registrar.

7. If you have additional children, enter their names and the Access ID's and passwords given to you by each child's school registrar.

8. Select your relationship to each student then click the **Enter** button.

9. The PowerSchool login screen will come back up. This time enter your **new** Parent Portal **Username** and **password** to log into PowerSchool. Please note that the new username and password are case sensitive!



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10. Once you are logged into PowerSchool, you will see the names(s) of your children at the top of the screen so that you can switch back and forth between them.

11. If you would like to sign up to receive email Progress Reports and/or attendance updates, click the **Email Notification** link then select the reports you would like to receive.

For additional information about the new PowerSchool Parent Portal, please visit the District's website at <http://www.psd1.org/domain/63>.

Thank you for your participation!