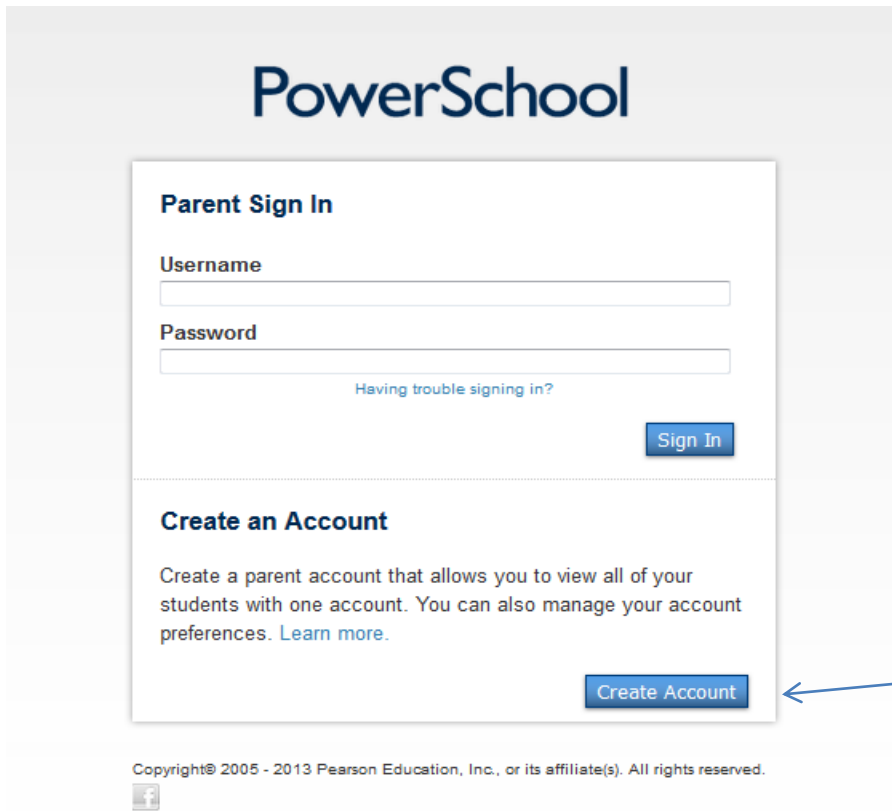


DIRECTIONS TO ACCESS THE POWERSCHOOL PARENT PORTAL

Go to: <https://craven.powerschool.com/public/home.html>



The image shows the PowerSchool Parent Sign In and Create Account page. The page has a light gray background. At the top, the "PowerSchool" logo is displayed in a large, dark blue font. Below the logo, there is a white box containing the "Parent Sign In" section. This section includes a "Username" label and a text input field, a "Password" label and a text input field, a link that says "Having trouble signing in?", and a blue "Sign In" button. Below the sign in section, there is a "Create an Account" section. It contains a paragraph of text explaining the benefits of a parent account and a link that says "Learn more.". At the bottom of this section is a blue "Create Account" button. An arrow points from the text "Select Create Account Button" to this button. At the bottom of the page, there is a copyright notice: "Copyright© 2005 - 2013 Pearson Education, Inc., or its affiliate(s). All rights reserved." and a small Facebook icon.

PowerSchool

Parent Sign In

Username

Password

[Having trouble signing in?](#)

Sign In

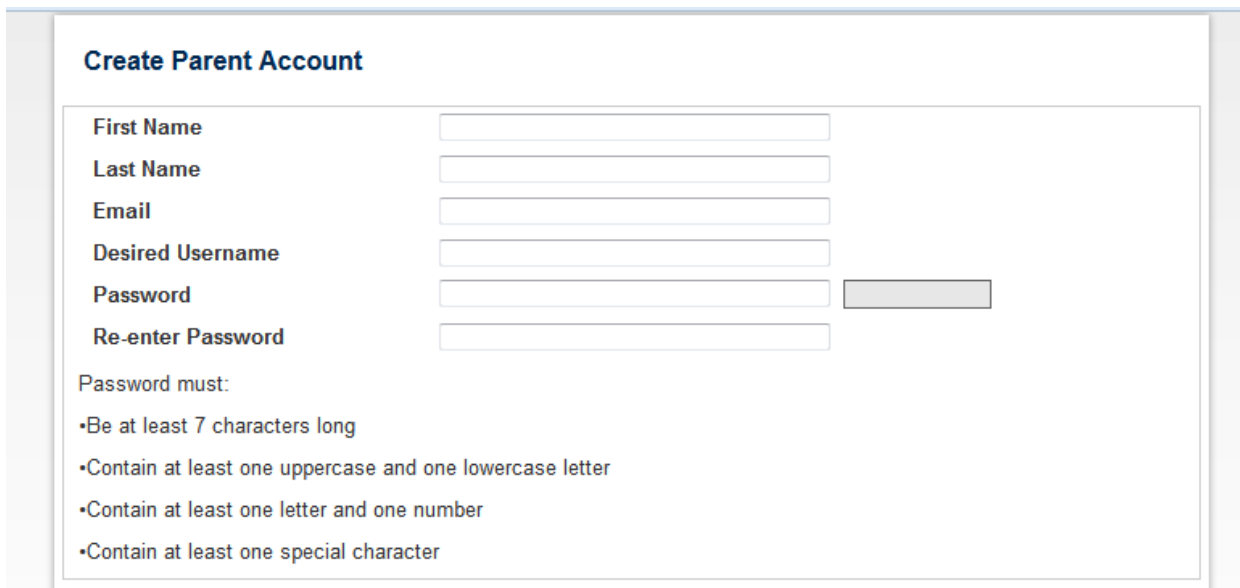
Create an Account

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.](#)

Create Account

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Select Create Account Button



The image shows the "Create Parent Account" form. The form has a light gray background. At the top, the "Create Parent Account" title is displayed in a dark blue font. Below the title, there is a white box containing the form fields. The fields are: "First Name" with a text input field, "Last Name" with a text input field, "Email" with a text input field, "Desired Username" with a text input field, "Password" with a text input field, and "Re-enter Password" with a text input field. To the right of the "Password" and "Re-enter Password" fields is a gray button. Below the form fields, there is a section titled "Password must:" followed by a list of requirements: "•Be at least 7 characters long", "•Contain at least one uppercase and one lowercase letter", "•Contain at least one letter and one number", and "•Contain at least one special character".

Create Parent Account

First Name

Last Name

Email

Desired Username

Password

Re-enter Password

Password must:

- Be at least 7 characters long
- Contain at least one uppercase and one lowercase letter
- Contain at least one letter and one number
- Contain at least one special character

Fill in your information. Use your desired username and password here, NOT the information from the letter. Pay attention to the password requirements.

Link Students to Account

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

	Student Name	Access ID	Access Password	Relationship
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose ▼
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose ▼
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose ▼
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose ▼
5.	<input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose ▼
6.	<input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose ▼
7.	<input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose ▼

Enter

Here is where you will use the information in the letter. Enter your student's name in the first blank. Then in the second blank, Access ID, enter the code listed as "Your Confidential ID" on the Parent Portal letter. In the third blank, Access Password, enter the password listed as "Your Password." Finally, choose your relationship to the student (ie mother, father, etc.). If you have additional students at the school, enter the codes from their letters here as well and then Enter.

Once your account is successfully created, use your desired Username and Password from step 1 to log in.

Available Features:

Grades and attendance checks are available. We recommend using the e-mail option to set up an e-mail schedule to receive progress reports via e-mail.

Select a teacher's name to e-mail the teacher.

More features will be added as the school moves forward with this new tool.

General Information:

Q1 is the first 9-weeks grade, and Q2 is the second 9-weeks grade. The S1 will eventually convert to the final semester's grade but is not accurate at this time. You may not see a grade at all for S1. All teachers have processes for updating their gradebooks, so assignments may not be 100% accurate at any given moment. Teachers are required to have grades updated on the Seminar Check dates. These dates are available on the school's website and will be advertised as they occur via a BlackBoard Connect phone message to parents.

You have also received your student's log-in information on the letter. Please keep this for his/her reference. Each student received a yellow card with this information as well. Students cannot select or change their usernames and passwords, so this information is very important and is used by students not only as a grade check but also for state and district testing.

Please feel free to e-mail the individual teacher if you have concerns.

Contact the school office at 252-444-5112 if you need additional assistance with the log-in process.