

School Engage should almost eliminate the need for these steps, as it will link and inform parents automatically

PowerSchool

Parent Portal - Quick Start

PowerSchool allows parents to access to student information as well as the ability to edit contact information which is required by the division on an annual basis. To access these features, parents will need to set up an account and add students to their profile.

Let's Get Started

To get started, you must create your PowerSchool account and attach students.

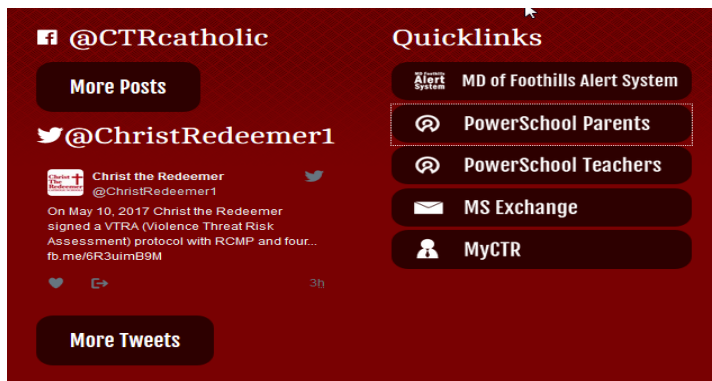
Creating your PowerSchool Parent Portal Account:

Before you can log in to PowerSchool Parent Portal, you will need to create your account and associate students to it. You will require your child(s) Access ID and Access Password. The Access ID and Access Password connect a student to your account. If you do not have this information or have questions, please contact the school office. **Please Note:** For students who have never been accessed through the Parent Portal, the school will send you the unique Access ID and Password in a letter sent to your home.

Process Steps:

Use PowerSchool Parent Portal anywhere you have access to the Internet.

- Launch a web browser and go to PowerSchool Parent Portal URL: <https://powerschool.redeemer.ab.ca/public> (we highly recommend using Firefox or Chrome when using this program).
- You can also access PowerSchool Parent Portal by going to the Christ The Redeemer Website, under Quicklinks

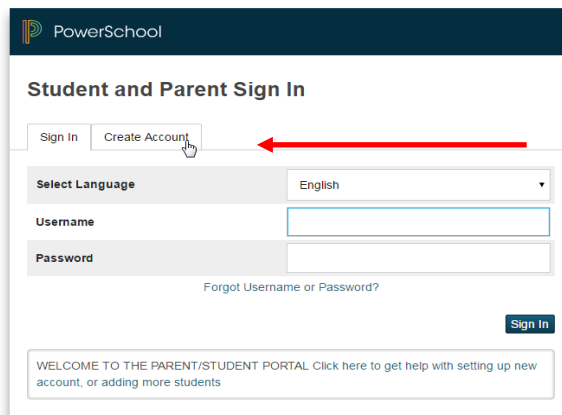


When you get to the URL, you will see the PowerSchool Student and

If you already have an account, please just sign in with your existing Username and Password, and add your students from there, using Account Preferences on the left hand menu

Accessing student information requires 2 steps: creating an account and then linking student to the account.

1



PowerSchool

Student and Parent Sign In

Sign In Create Account

Select Language English

Username

Password

Forgot Username or Password?

Sign In

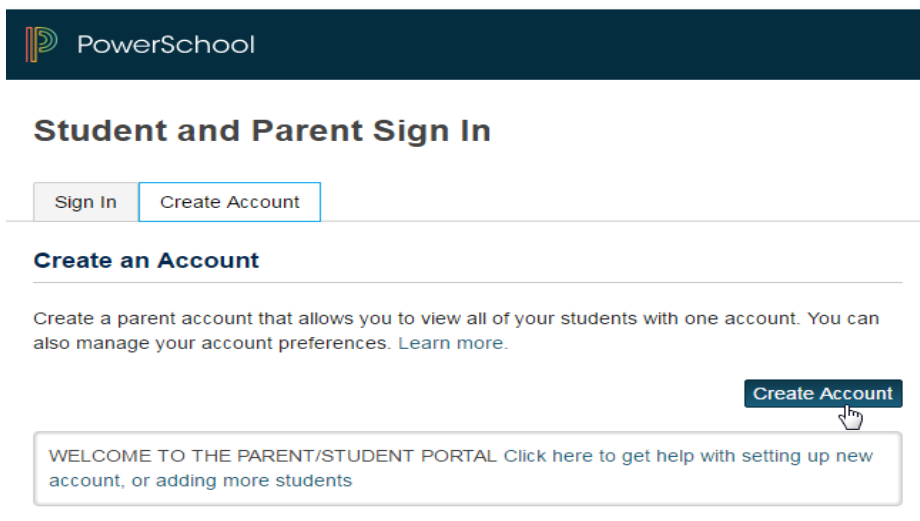
WELCOME TO THE PARENT/STUDENT PORTAL Click here to get help with setting up new account, or adding more students

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If this is your *first time* to this screen you must click

Create Account

to set up your account and get started.



PowerSchool

Student and Parent Sign In

Sign In Create Account

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

WELCOME TO THE PARENT/STUDENT PORTAL Click here to get help with setting up new account, or adding more students

2

When creating an account, you must first fill in your information that will make your account secure and provide the identity of the account.

Try to use strong passwords that use numbers, upper case, and special characters. The password monitor will let you know how weak or strong your password is.

GUARD YOUR PASSWORDS CAREFULLY, TO KEEP YOUR INFORMATION SAFE

The Password indicator will coach you.

You should make sure all your students are listed on your portal. You can add as many as you need to. If you have questions, please contact the school.

PowerSchool

Create Parent Account

Parent Account Details

First Name	Parent First Name
Last Name	ParentLast
Email	parent@email.com
Desired Username	ParentChoice
Password Weak
Re-enter Password	

Password must: -Be at least 6 characters long

PowerSchool

Create Parent Account

Parent Account Details

First Name	
Last Name	
Email	
Desired Username	
Password	
Re-enter Password	

Password must: -Be at least 6 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	
	Access ID	
	Access Password	
	Relationship	-- Choose
2	Student Name	
	Access ID	
	Access Password	
	Relationship	-- Choose

Next you must add your students names and access information to your account

IMPORTANT NOTE: Your Access Code is located on the letter provided. It is the number located in the middle of your letter.

SAMPLE:

Your Access Code (to be typed for Elaine) is: 12345

Your Access Password (to be typed for Elaine) is: 54321

If you have more than one child:

Your Access Code and Password are different for each child. Please take note of that to be successful in creating an account. These are for your children to use for checking their marks and messages.

Once you have entered all your information, the next step is to log back in with your newly created name and password

Inside PowerSchool Parent Portal

Navigation Bar: The navigation bar appears at the top of the PowerSchool Parent Portal start page, and is common to every page in the application.

PowerSchool Logo – Click to return to the start page

Sign Out – Click to log out of PowerSchool



Student – Select between students by clicking on name (note: only one student shown on this screen shot)

Printer Icon – Click this icon to print

Navigation	
	Grades and Attendance Current Grades and Attendance Information
	Test Results Not used at this time
	Grade History Historical Grades
	Attendance History History of Attendance
	Email Notification This options is not used by all schools
	Teacher Comments Communication from student's teachers
	Report Cards Print a copy of your report cards. Note may not be used at all schools
	School Bulletin Not used
	Class Registration This is not available at this time
	My Schedule Shows current student timetable
	School Information Information about your student's school
	Account Preferences Use this feature to update account information and add/delete student associations. Where you can change the name, e-mail address, username or password associated with your Parent account
	SchoolEngage SchoolEngage Parent and Student Forms delivery

Quit PowerSchool Parent Portal:

When finished working in PowerSchool Parent Portal, it is important to log out of the application. You can log out of PowerSchool Parent Portal from any page in the application. This will keep your student's information private.

To log out, click in the upper right corner of the screen. **Note:** If you are not actively working in PowerSchool Parent Portal, your session may time out. If so, you will need to log in again.

Once your account is successfully created and students added, you will be receiving many important communications from the school. Printable report cards, field trip forms, information updates will all be processed through this Parent Portal. You can now use the username and password you entered in the previous step to login to the parent portal. IF YOU HAVE ANY QUESTIONS, PLEASE CALL YOUR SCHOOL