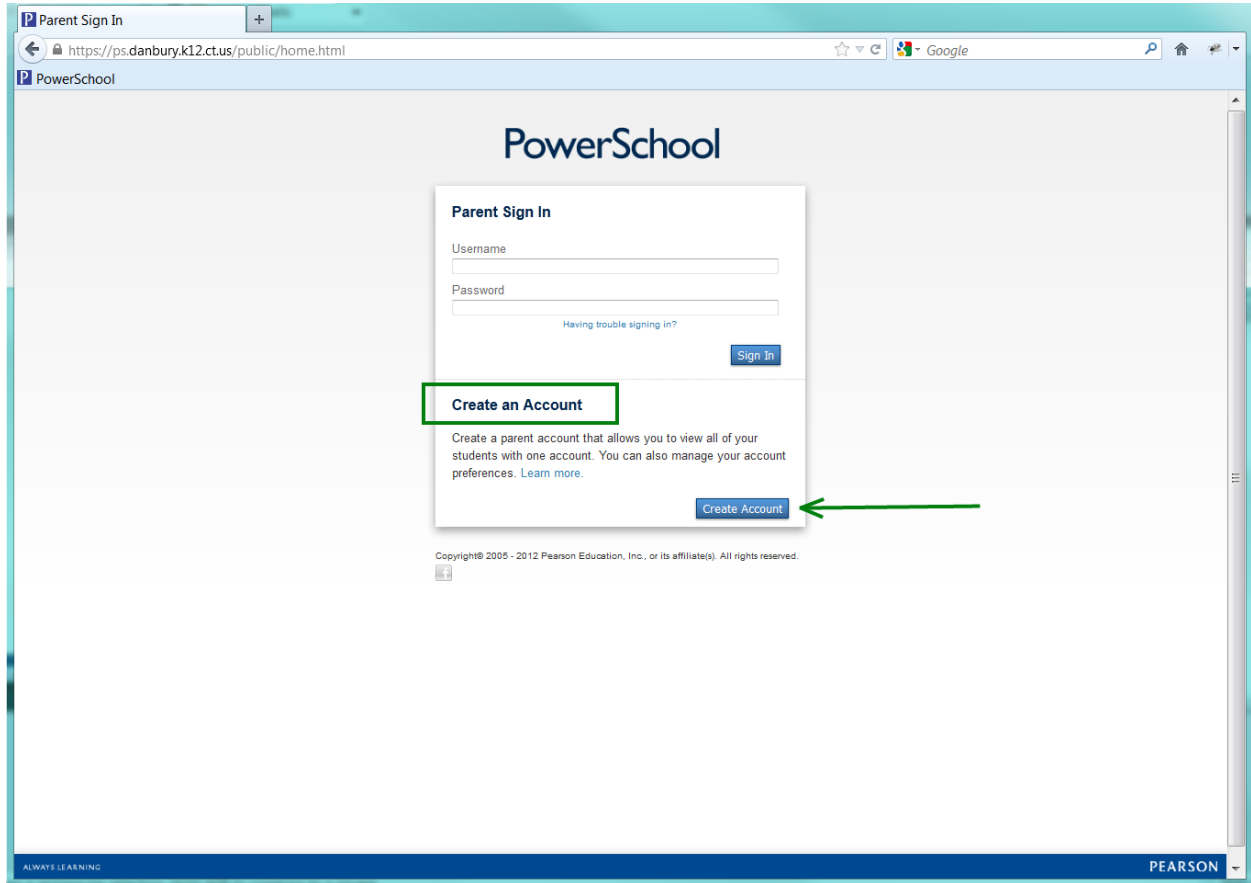


1. Go to website <https://danbury.powerschool.com/public/home.html>

- If this is your first time accessing the Parent Portal and you do not have an account, please use the “Create an Account” section.
- If you have an account setup, you can simply login with your user name and password (continue to Step 4).



2. Enter your information into the “Create Parent/Guardian Account” screen and click enter.

- Your email address must be valid and follow the convention `name@domain.com` (i.e. jones@yahoo.com)
- Domains at .org, .edu, et al. are also acceptable.
- If a user name is already taken, a warning will come up on the screen and suggest some other user names. You can select one of those or try another user name. For example:

⚠ jones is not available, but the following Login IDs are: jcdoe jdoe doej

- Your password must be at least 6 characters long. A combination of upper case, lowercase, numbers, special characters (i.e. !@<#)\$) and length will create the strongest password.
- Enter the name of your student
- Enter the Access ID and Access Password found on the bottom of the enclosed letter.
- The relationship that you select is your relationship to the child (i.e. mother, father, aunt, uncle, etc).

PowerSchool

Create Parent Account

First Name	<input type="text"/>	Parent First Name
Last Name	<input type="text"/>	Parent Last Name
Email	<input type="text"/>	Parent E-mail
Desired Username	<input type="text"/>	Do not use an e-mail address
Password	<input type="password"/>	<input type="password"/>
Re-enter Password	<input type="password"/>	

Password must:
•Be at least 6 characters long
Strong Passwords contain a mix of letters, numbers, and special Characters

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="password"/>	-- Choose
2.	<input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose
3.	<input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose
4.	<input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose
5.	<input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose
6.	<input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose
7.	<input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose

Your relationship to the Student
i.e. Mother or Father

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3. A “Congratulations” screen will appear after successful completion of step 2. You will need to enter the user name and Password that you created to login and proceed to viewing your student’s information.