

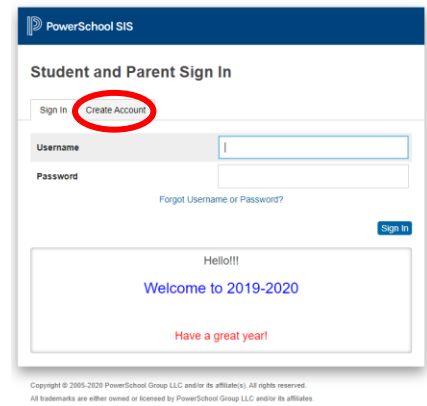
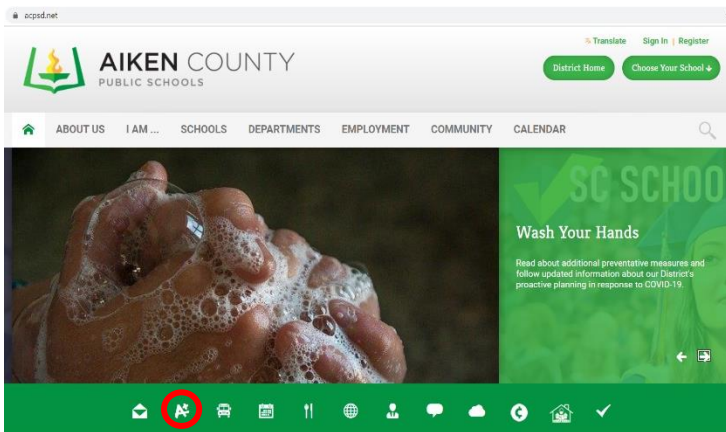


PowerSchool Parent Portal Access - Account Setup Instructions

PowerSchool allows parents to create a single sign on account where they can add and then view all their student's information in a single login account (even if the students attend different schools). When a parent's account is created, an access code and password for each student must be entered: please contact your school for your student(s) codes.

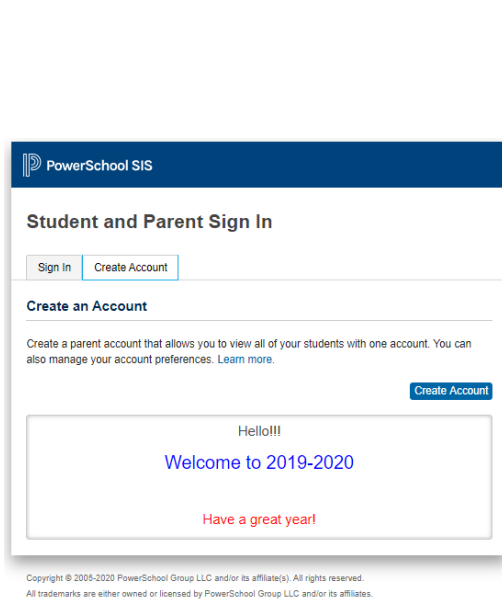
The web address for Parent Portal is <https://aiken.powerschool.com/public/home.html>

Alternatively, you can navigate to our district website (<https://www.acpsd.net/>), or any of our individual school websites, and click on the “A+” icon on the navigation bar under the photo slideshow:

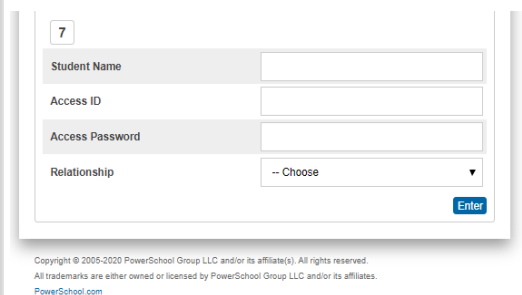


Once you navigate to the Parent Portal, click the Create Account tab to create an account.

As a reminder: you will need the specific Web ID and Web Password for your student(s) – this information can be obtained by contacting your school. Parents will not have to “share” user names and passwords to log in: each parent can set up their own, unique, account.



Once you click “Create Account”, you will enter your personal information, as well as your student(s) information. After entering the information, scroll to the bottom of the page and click ‘Enter’.





PowerSchool Parent Portal Access - How to Use/Mobile

Once you have successfully set up your account and logged in, you should see a screen similar to this:

The screenshot shows the PowerSchool SIS interface. The top navigation bar includes the PowerSchool SIS logo, a welcome message 'Welcome, Jane Doe', and links for 'Help' and 'Sign Out'. The left sidebar contains a 'Navigation' menu with icons for Grades and Attendance, Grade History, Attendance History, Email Notification, Teacher Comments, School Bulletin, Class Registration, Balance, My Schedule, School Information, and Account Preferences. The main content area is titled 'Grades and Attendance: Adams, Corby' and has two tabs: 'Grades and Attendance' (selected) and 'Standards Grades'. The 'Grades and Attendance' tab displays a table with columns for 'Exp', 'Last Week' (M, T, W, H, F), 'This Week' (M, T, W, H, F), 'Course', 'Q1', 'Q2', 'S1', 'Q3', 'Q4', 'S2', 'Y1', 'Absences', and 'Tardies'. The table lists several courses for Corby Adams, including Open Study, Open Media, Pre-Calculus, Health 10, Computer OS, Chemistry 1, and Home Repair, each with corresponding attendance data for the current and previous weeks.

This main screen (**Grades & Attendance**) will show your student's grades and attendance, and the other sections in the navigation list on the left will show the following (if currently in use by the school):

- **Grade History:** this shows historical grades for your student
- **Attendance History:** previous attendance values
- **Email Notification:** this section allows you to sign up for email notifications, or disable notifications already in place.
- **Teacher Comments:** shows any comments the teacher has put into their gradebook about assignments.
- **School Bulletin:** a pop up of any bulletin items school administration has shared through PowerSchool.
- **Class Registration:** course requests for next school year.
- **Balance:** any fees due will populate on this page.
- **My Schedule:** student schedule, with multiple view options.
- **School Information:** contact information for your student's school
- **Account Preferences:** section where you can change your email address associated with the account, as well as change your password. The second tab, 'Student', in Account Preferences, is where you can add additional students:

The screenshot shows the 'Account Preferences - Students' screen. The left sidebar is the same as in the previous screenshot. The main content area has a 'Profile' tab and a 'Students' tab (highlighted with a red circle). The 'Students' tab shows a list of students, with '1. Corby Adams' listed. An 'Add Student' dialog box is open in the center, containing fields for 'Student Name', 'Access ID', 'Access Password', and 'Relationship' (a dropdown menu). The dialog box has 'Cancel' and 'OK' buttons. A red circle highlights the 'Add' button in the top right corner of the 'Students' tab.

Mobile Use: An app (PowerSchool) is available for free for both Apple and Android devices. Once you download the app, you will login with your username and password, and the district mobile code **GSNM**.