

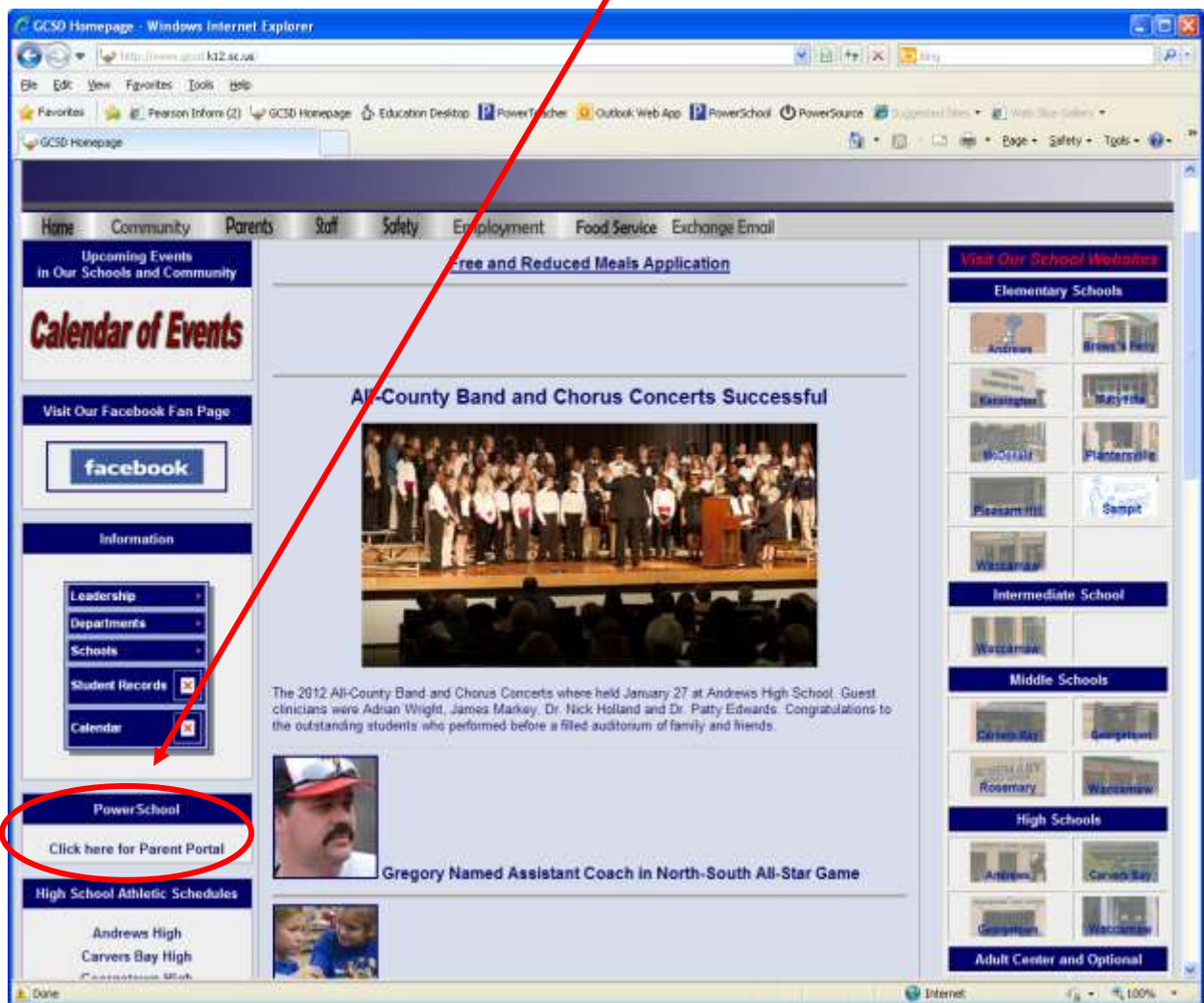
Parent Portal

Quick Guide for Parents

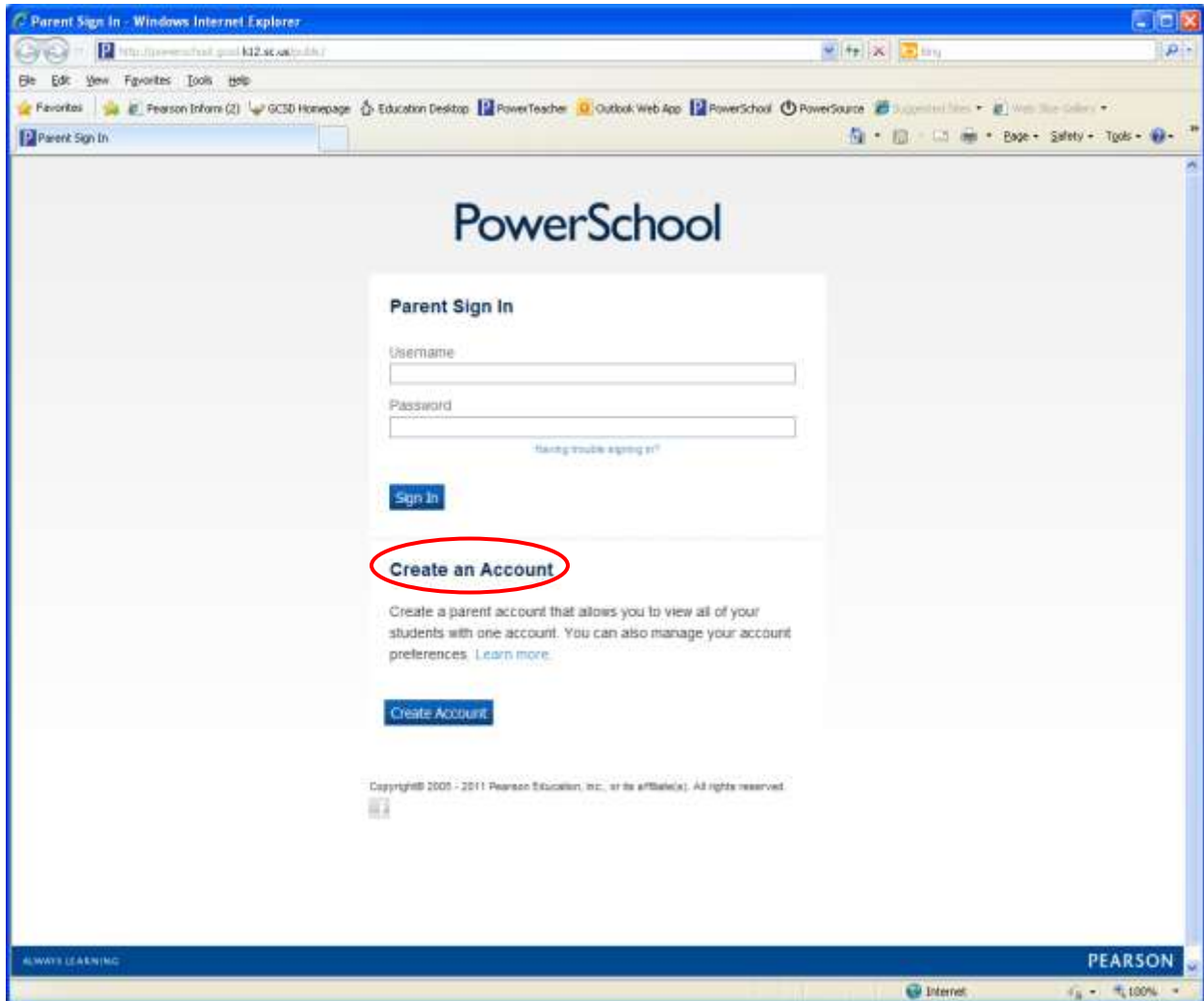
Sign In to PowerSchool Parent Portal

Before you can sign into PowerSchool Parent Portal, you will need your user name and password. If you do not already have this information, please contact your school. Once you've obtained this information, you will need your school district's website address.

<http://www.gcsd.k12.sc.us>. Once GCSO Homepage appears, locate PowerSchool in the left hand column and click on "Click here for Parent Portal".



If you are logging in for the first time, click on Create an Account. If you are a parent or legal guardian of more than one student, you can set up one account to access all students. To do this, you must have the student's parent portal user name and password provided by the school for each student.



If your account has already been set up, you do not have to repeat the process of creating an account. You would just key in your user name and password and click Sign In.

Fill in the information on the “Create Parent Account” page. Once completed, select enter. When entering Student information under “Link Students to Account”, use information provided by your school(s). In the Relationship box, select your relationship to the student.

Create Parent Account

First Name

Last Name

Email

Desired Username

Password Strong

Re-enter Password

Password must
-Be at least 6 characters long

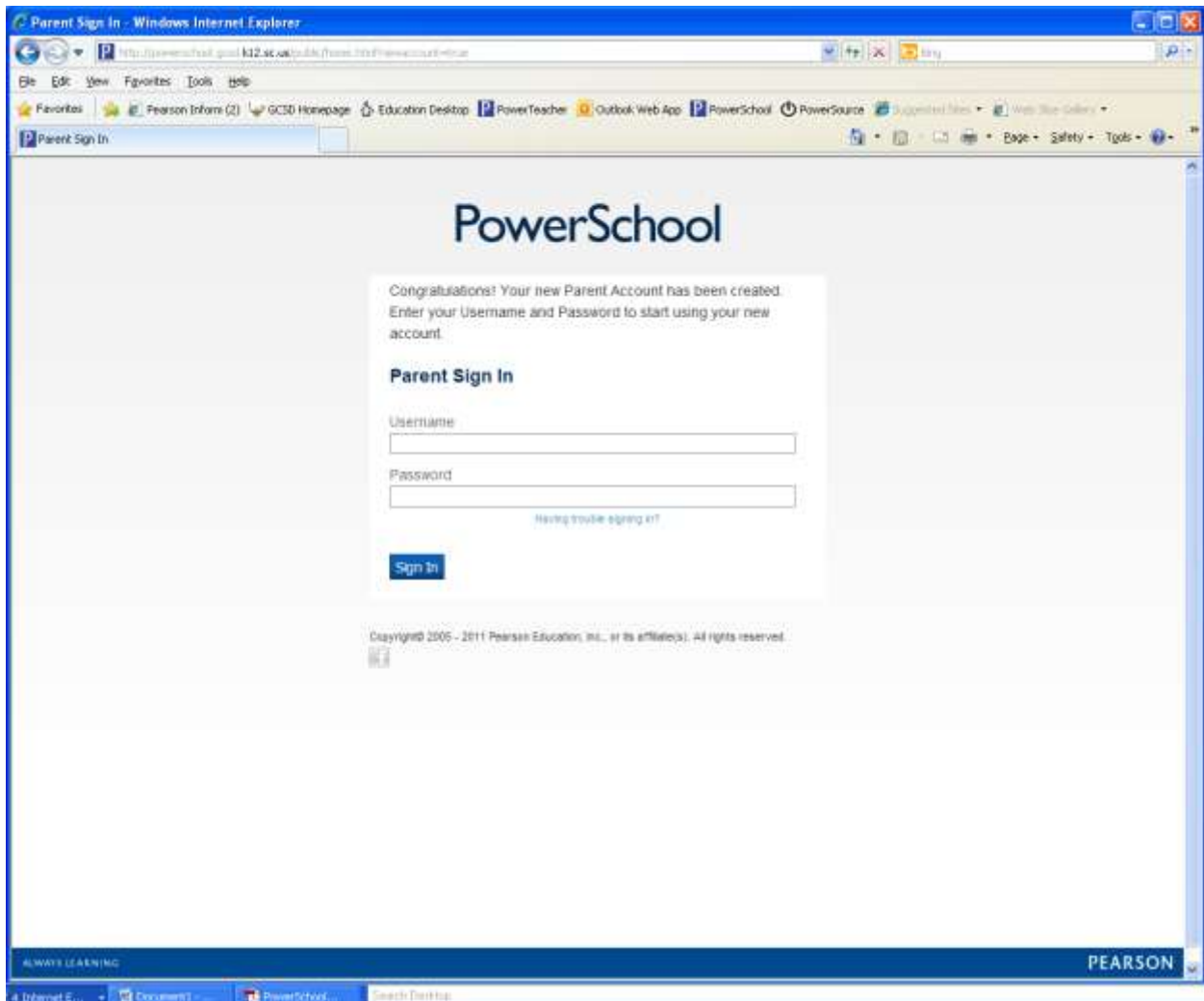
Link Students to Account

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

Student Name	Access ID	Access Password	Relationship
1. Last Name, First Name (A)	7777YC (Example)	***	Mother
2. Last Name, First Name (B)	5555CY (Example)	****	Mother
3.			- Choose
4.			- Choose
5.			- Choose
6.			- Choose
7.			- Choose

ALWAYS LEARNING PEARSON

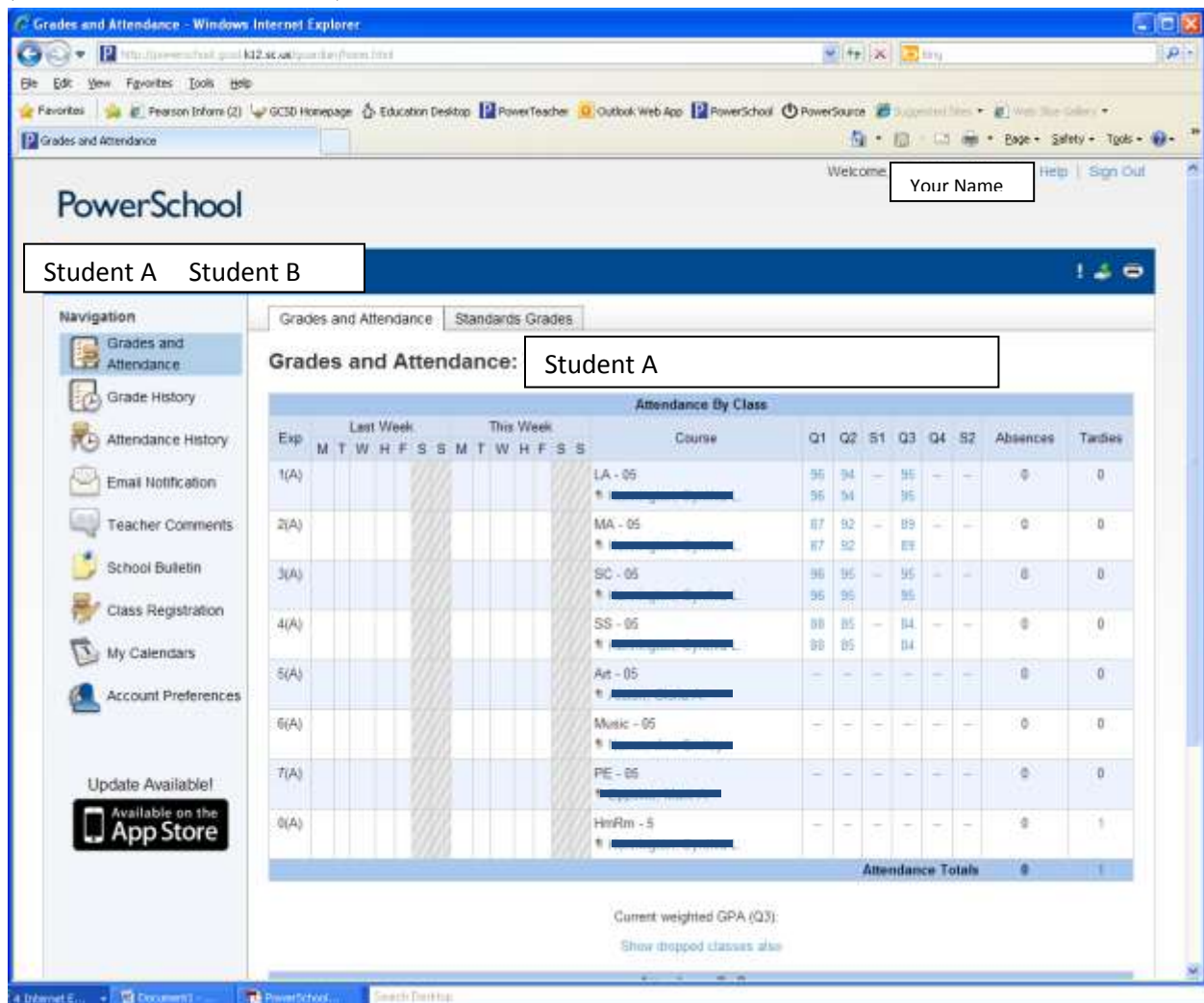
When you see this page you will know your account has been set up successfully. Use the user name and password you just set up to log into your account.



You should now be able to see your student's information by clicking on the appropriate link.

Grades and Attendance, Grade History, Attendance History, Email Notification, Teacher Comments, School Bulletin, Class Registration, My Calendars, Account Preferences are now all available at your finger tips.

Grades and Attendance: If you have more than one student, you can switch between students by selecting the name of the student whose information you would like to view.
(i.e Student A Student B)



Grade History allows parent to see his or her student's grades for the previous quarter(s).

Attendance History allows parent to see student's attendance information for current quarter.

Email Notification allows parent to select what information he or she would like to receive and allows parent to indicate how often he or she would like to receive information via email.

Teacher Comments allow parent to see comments posted by teachers

School Bulletin allows parent to see Bulletins/Announcements posted by school.

Class Registration (Not currently in use by GCSD at Elementary and Middle School levels)

My Calendars (Not currently in use by GCSD)

Account Preferences allows parent to change user name and or password.