

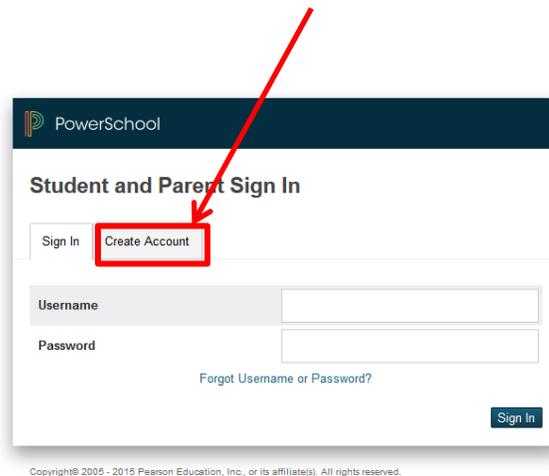
Creating a Single Sign-On PowerSchool Parent Portal Account

(To be used by parents who are new to DVSD, or by parents who did not create an ID and PW last year.)

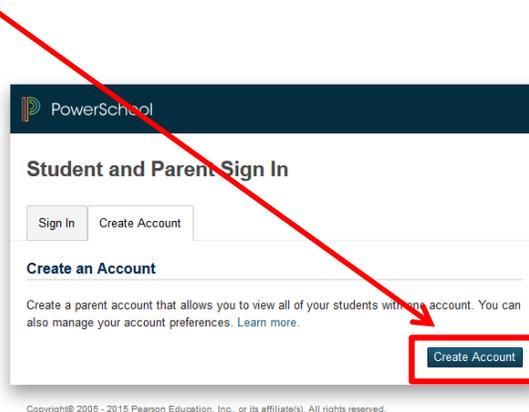


Parent Single Sign-On enables parents/guardians to access their students' academic records using the PowerSchool Parent Portal. This Quick Reference Guide is designed to assist you through the process of enabling and setting up Parent Single Sign-On in PowerSchool.

1. In your browser, go to <https://powerschool.dvsdedu.org/public>.
2. When you see this screen, click on the tab Create Account.



3. Click on Create Account.



4. Complete the information. **Please Note:** the Desired Username and Password you create will be the Username and Password you will use from now on **when signing into PowerSchool.**

PowerSchool

Create Parent Account

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

5. Complete your students information. Parents may enter the information for up to seven students when initially establishing their account.

PLEASE NOTE: The Access ID and Access Password for your student(s) is the “Confidential ID and the Confidential PW” that you received in the enclosed letter. For this part of the process, to link your student(s) to your account, use the “Confidential ID and the Confidential PW,” not the new ID and PW that you just created.

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

2

Student Name

Access ID

Access Password

Relationship

3

6. When finished entering your student(s), click on Enter.

The screenshot shows a form with three identical sections for adding students. Each section starts with a 'Relationship' dropdown menu set to '-- Choose'. Below each dropdown is a small box containing a number (6, 7, and an empty box). Each section then contains three input fields: 'Student Name', 'Access ID', and 'Access Password'. At the bottom right of the form, there is a blue 'Enter' button. A red arrow points from the top of the page down to the 'Enter' button.

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PowerSchool.com

7. You will now see this screen again. Sign in with the "Desired Username and Password" that you created previously in Step 4.

The screenshot shows the PowerSchool 'Student and Parent Sign In' page. At the top left is the PowerSchool logo. Below it, there are two buttons: 'Sign In' and 'Create Account'. The 'Sign In' button is highlighted with a red box. Below the buttons is a message: 'Congratulations! Your new Parent Account has been created. Enter your Username and Password to start using your new account.' Below this message are two input fields: 'Username' and 'Password'. Both input fields are highlighted with a red box. Below the 'Password' field is a link that says 'Forgot Username or Password?'. At the bottom right, there is a blue 'Sign In' button. Two red arrows point from the text above to the 'Sign In' button and the 'Username' field.

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