

## NEW!! Parent Single Sign-On

## Dear Parents/Guardians,

Starting in the 2013-2014 school year, Pennsville School District enabled single sign-on access to the PowerSchool Parent Portal. This access allows you to view each of your students' information through the use of one unique login. Whether you have one or more students, you were required to create a new login account to access the Parent Portal. If you have a younger child who is new to the district this year, and you have already created a single sign-on account, all you need to do is add your child to the existing account - no need to create a separate account.

To create the account if not completed last year, you will need your PowerSchool Access ID and password for each student you want to associate to your new parent account. Please note, these access IDs can no longer be used for logging in, they can only be used to associate students to the newly created single sign-on accounts.

Before creating your account, make sure you have all of your child(ren)'s access IDs. There should be a separate form from each school that contains the information titled "PowerSchool Access ID." Please contact the main office of your child's school if you need a copy of this information.

Go to the Pennsville PowerSchool Login page: https://psdnet.powerschool.com/public (you can also always find the link on the school website - www.psdnet.org).

Select Create Account

Create Barant Assaunt

First Name				
Last Name				
Email				
Desired Username				
Password				
Re-enter Password				
assword must:				
Be at least 6 characters	s long			
ink Students to	Account	onship for each student you wish to	add to your Parent Accoun	ıt
ink Students to	Account	onship for each student you wish to  Access Password		t
Link Students to	Account ccess Password, and Relation		add to your Parent Accoun  Relationship  - Choose	t
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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. 2. You will get the screen to set up access to ALL

**PowerSchool** 

Having trouble signing in?

Parent Sign In

Select Language English Username

Password

- of your students
  - Enter your First Name and Last Name
  - Enter an email address. Please note -The email address must be unique. If individual parents/guardians share the same email address, only set up one parent access account.
  - Create a user name (do not use your email address).
  - Create a password (must be six characters)
  - Enter the name of each student, your access IDs for each student, and your passwords for each student (note - these are case sensitive). Then, select the relationship you are to the student.
  - Click Enter

3. When your account is successfully created, you will see this screen:



## Some notes on Single Sign On accounts...

Parents can set up separate accounts if the parents have unique email addresses. Each parent/guardian can have his or her own account that includes his or her student(s).

If Parents/Guardians share the same account, ONLY ONE Parent/Guardian may access the account at a time.

Do not set your browser to save passwords to this site! It may cause your password to appear not to work when logging in the next time.

After successfully logging in, you will see a series of tabs under the PowerSchool logo listing your students. Select the appropriate name to view that student's information.



Enter

## What if you forget your login information?

**PowerSchool** On the login page, click "Having Trouble Logging In?" Parent Sign In If you forgot your password: Fill in your User Name Select Language Fill in your email Address English Click "Enter" Username The system will authenticate your information and send you a security token with instructions on how to reset your password to the email Pass address listed. The security token is only valid for 30 minutes. You will Having trouble signing in need to repeat the process if you do not reset the password **Recover Account Sign In Information** within 30 minutes. To recover your account sign in information, provide the information If you forgot your user name: below. Click on the Forgot User Name tab Forgot Password? Forgot Username? Enter your email address Hit Enter Username

Email Address

The system will authenticate your information and send you an

Email containing your user name.