PARENT PORTAL ACCESS INSTRUCTIONS

STEP 1: Click and follow the link  https://detroitk12.powerschool.com/public

Figure 1

STEP 2: Select Create Account
STEP 3: Complete Parent Account Details

Figure 2

Create Parent Account

Parent Account Details

First Name

Last Name

Email

Desired Username

Password

Re-enter Password

Password must:
- Be at least 8 characters long
- Contain at least one uppercase and one lowercase letter
- Contain at least one letter and one number
- Contain at least one special character

When completing this section please enter parent information.

Create a username and password you will remember or write it down.
### STEP 4: Link Students to Account

When completing this section *(Figure 3)* enter **student information** as it appears on the Parent Portal Access letter below *(Figure 4)*.

You may enter up to seven DPSCD students. You must have each child’s Access ID and Access Password.

<table>
<thead>
<tr>
<th></th>
<th>Student Name</th>
<th>Access ID</th>
<th>Access Password</th>
<th>Relationship</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td>-- Choose</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td>-- Choose</td>
</tr>
</tbody>
</table>
Parent Portal Access Letter

Figure 4

Our school uses a student information system called PowerSchool. This is a web-based system that provides real-time management of student data. Using PowerSchool Parent Access, you will be able to access your student's grades, assignments, attendance and schedule through the Internet. You will need the following information to log on to PowerSchool:

Web Address:
https://detroitk12.powerschool.com/public

Once you have navigated to the web address you will need to create an account. To do so simply click on create account. Once at the next page fill out the form and set up a link to your student's account. To do so please enter the following access ID and password.

ID: YX7OH9KW
Password: KAJOEDIW

Please keep your passwords and user names confidential. Parent/Guardian user names and passwords can be shared between parents.

We hope this accessibility to data will assist you as we work together to provide the best learning opportunities for your child.

PowerSchool is now portable! The PowerSchool for Parents app is available for download from the App Store and compatible with the iPhone, iPad or iPod touch. Parents can easily view each child's progress in a single feed to check grades, review assignments, and more! Also included in both apps is the option for students and parents to share classroom information through Facebook and Twitter.

PowerSchool for Parents provides real-time access to:

- Attendance - Final Grades
- School Announcements - Standards Scores
- Assignments - Citizenship Grades
- Assignment Scores - Lunch Transactions
- Teacher Comments - Fee Transactions

You can also use PowerSchool for Parents to register to receive email alerts for grades, attendance, assignments and more.
STEP 5: Once you have linked your child’s account, bottom right corner select enter (Figure 3). You will be routed to the login screen below:

Figure 5

If you have successfully linked your child’s account, the message will read:

Congratulations! Your new Parent Account has been created. Enter your Username and Password to start using your new account (Figure 5).

If you receive an error message, repeat steps.

STEP 6: Sign in using the username and password you created and select “Sign In”

Figure 6
You now have access to your child’s grades, assignments, attendance, etc.

Figure 7