

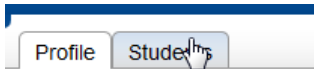
Adding Students to Existing Parent Access Accounts for Parents

You have created a PowerSchool Parent Access account and need to add additional students.

- 1) Sign into PowerSchool Parent Portal with your credentials.
- 2) Click on the Account Preferences option on the bottom of the Navigation menu.

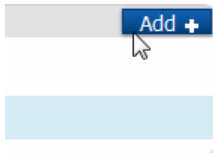


- 3) Click on the Students tab.



Account Preference

- 4) Click on the blue Add button on the left of the student list box.



- 5) Enter the student's name and the Access ID and Access Password provided and click the Submit button.

A form titled 'Add Student' with a table structure. The table has four columns: Student Name, Access ID, Access Password, and Relationship. The Student Name field contains 'Gayle Barlow', the Access ID field contains 'ag1parent37', the Access Password field contains five dots, and the Relationship dropdown menu is set to 'Mother'. At the bottom right of the form are 'Cancel' and 'Submit' buttons. A help icon (?) is at the bottom left.

- 6) Repeat steps 4 and 5 to add additional students.
- 7) To switch between students, click on the individual student's name at the top left.



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