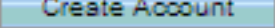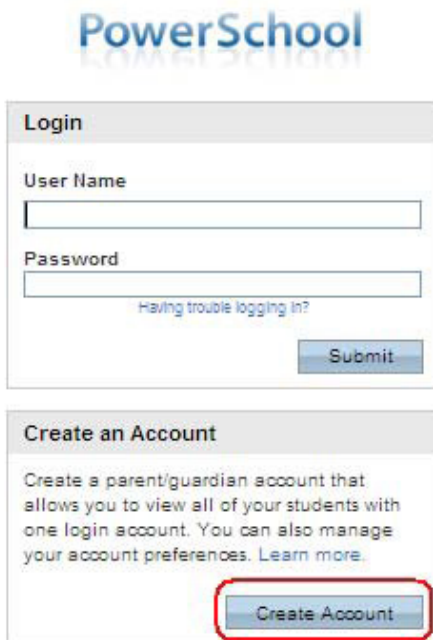# PowerSchool
Parent Single Sign-On Quick Reference Guide

Beginning with the 2016-2017 school year, PVCSD is utilizing parent portal single sign-on. This enables parents and students to create their own PowerSchool account, choosing the username and password they wish to use. Parents can associate each of their children to their account. Enabling this feature requires all users to create an account to initialize new access to PowerSchool. Before you begin, you'll need your confidential parent / guardian access ID and password assigned to you for each child. This is the username and password you currently use and are familiar with, for each child.

The web address for the PVCSD PowerSchool parent portal is: http://ps.pvcsd.org/public

To get started, click on **Create Account** on the login page as indicated in the snapshot below.

PowerSchool

Login

User Name

Password

Having trouble logging in?

Submit

Create an Account

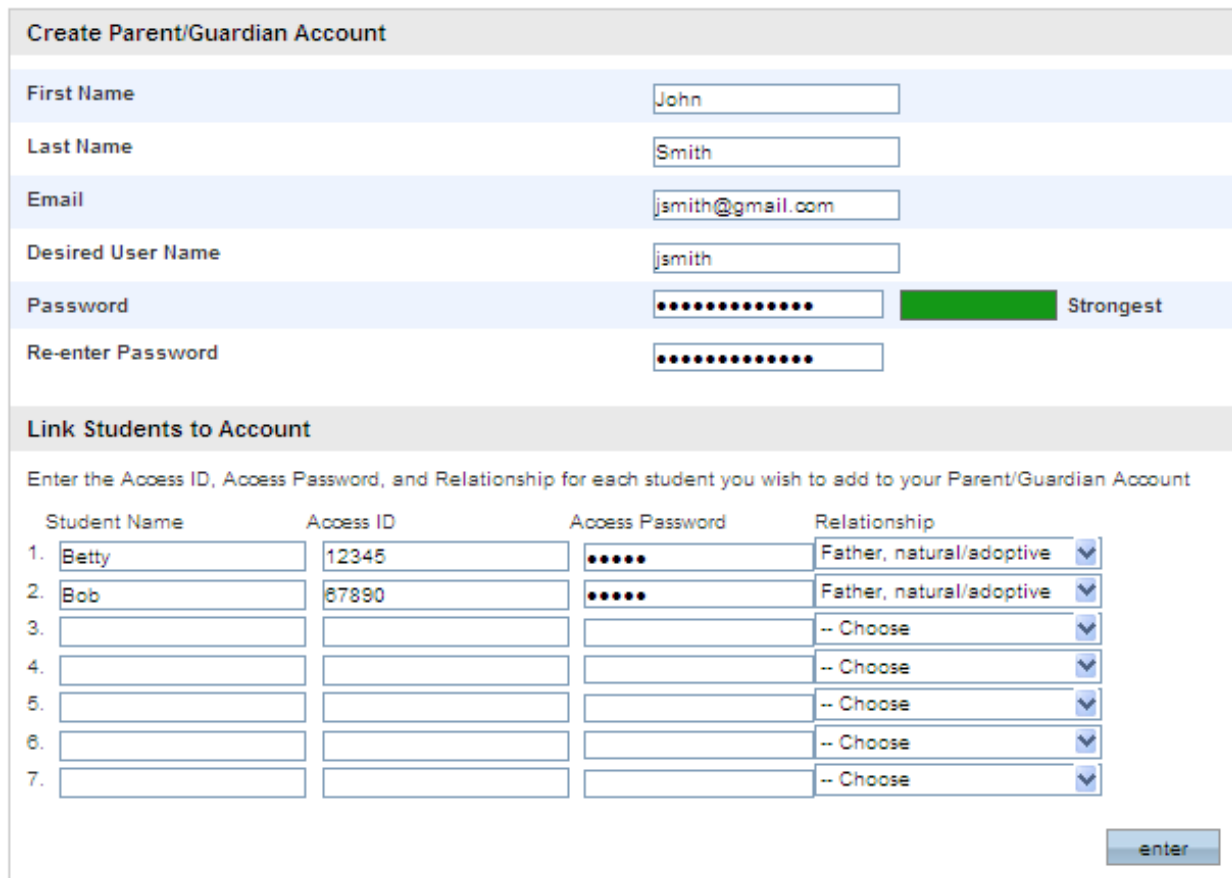Create a parent/guardian account that allows you to view all of your students with one login account. You can also manage your account preferences. Learn more.

Create Account

The first section on the new page, **Create Parent/Guardian Account** , requires you to enter the following information necessary to establish your new account: your first and last name, the email address you wish to use to receive communications from PowerSchool, and a unique username and password with which you will use to login to PowerSchool. Keep the username simple, using letters and numbers, no spaces. The password must be at least 6 characters. Re-enter the password to ensure you did not mistype it the first time. Understand that your password is the key to securing your account. Do not share your account information with

anyone! (Each parent / guardian / student may create their own account). The stronger the password, the more secure it is. Using a combination of letters, numbers, punctuation, and symbols will produce a stronger password.

The second section on this page, **Link Students to Account** , requires you to enter the following information for at least one student: student's name, current access ID, current access password, and your relationship to the student. The access ID is case sensitive. Please enter your current access ID beginning with a capital letter. You may enter the information for up to seven students. If you have more than seven children, you will need to create more than one account.

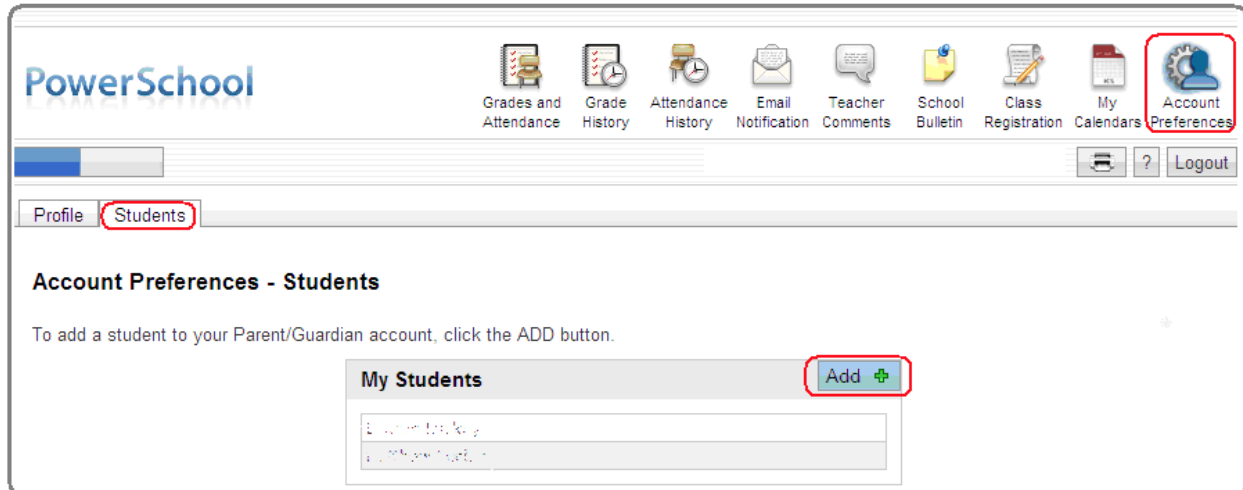Be sure to click on **enter** to save your account information! Below is a snapshot of a sample account.

Create Parent/Guardian Account

First Name	John
Last Name	Smith
Email	jsmith@gmail.com
Desired User Name	jsmith
Password	••••••••••••• Strongest
Re-enter Password	•••••••••••••

Link Students to Account

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

	Student Name	Access ID	Access Password	Relationship
1.	Betty	12345	•••••	Father, natural/adoptive
2.	Bob	67890	•••••	Father, natural/adoptive
3.				-- Choose
4.				-- Choose
5.				-- Choose
6.				-- Choose
7.				-- Choose

enter

As you save your information, you will receive an error message if any piece of information is missing or incorrect. If you receive an error, be sure to correct or fill in missing information, retype your password and access passwords and save once more. Once you have successfully created your new account, please make note of your new login info and begin to use your new username and password to login to PowerSchool. If you need to add additional children, you may do so after logging in by clicking on the Account Preferences icon, click on the Students

tab, and then click on Add +. Each of your children's names will show side by side on the navigation bar, on the left below the icons, linking you to available functions in the PowerSchool parent portal for each student. Click on the student's name in the navigation bar to view that student's information.

Click the Help icon [?] for further assistance in using PowerSchool's parent portal.