

## Parent PowerSchool Logon Instructions

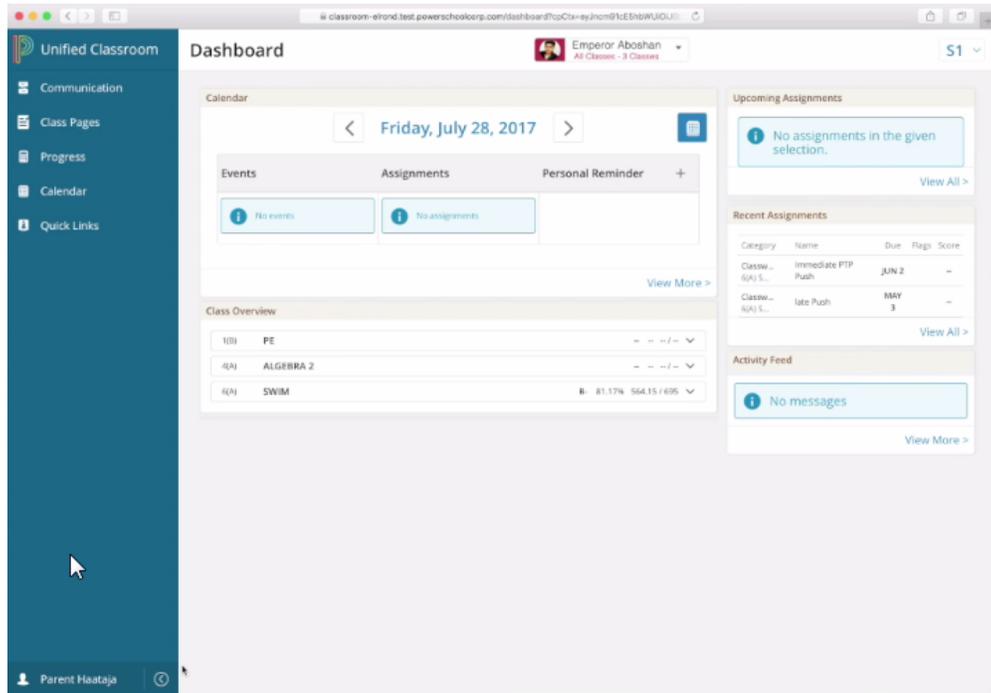
The following are instructions how to access the PowerSchool parent portal, create your accounts, and link your account to be able to see your students that attend our district. This document includes recent changes to a PowerSchool add-on the district has purchased. This add-on is called unified classroom.

- 1) Get your personalized ID and password sheet from the school where your child attends – one for each of your students. Call the schools front office at any time for these codes if lost.
  - a. The sheet will have both an ID and password for the STUDENT and for the GUARDIAN. The parent will only use the “guardian” codes when setting up their account, and the student will only use their codes when setting up their account.
- 2) Visit <https://showlow.powerschool.com> First choose the parent sign in link. This will take you to the parent sign on page shown on the right. If you already have setup a PowerSchool logon you can skip to step 4.

- 3) Click on the create account tab and then the create account button. Once you have done that you will be presented with a web form that looks like the one on the right. Answer all the questions in the [Create Parent Account Details](#) section. Double check that the email address is the one you want to use or one that you check often. All communications from the school will be sent to this address. In the [Link Students to Accounts](#) section choose a familiar name for the student and then

put the GUARDIAN ID NUMBER in the account ID field. Put the GUARDIAN PASSWORD in the Access Password field. Lastly choose how you are related to the student. Repeat this process for each activation you have.

- 4) Once your account is created you will be taken to the new Unified Classroom page that looks like the one below.



There is a help link that pops up when you click on your name in the lower left of the screen. Alternatively the help documents can be found online at <https://docs.powerschool.com/UCHSP>