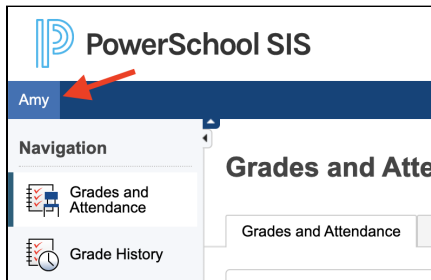


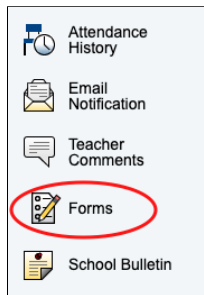
For Parents: How to Submit a Device Agreement in Parent Portal

STEPS

1. Log in to PowerSchool Parent Portal <https://ucfsd.powerschool.com>
 - a. If you do not have an account, please contact the main office at your child's school to obtain the Access ID and Password needed to create your account
 - b. If you have an account and do not remember your password, please contact the main office at your child's school to have your password reset
2. Once you are successfully logged in, make sure you see your child's first name at the top of the screen



3. On the left-hand menu, click "Forms"



4. Click on the name of the form you want to complete.
 - a. For K-2 Students, the form is called **2021-22 Electronic Device Contract**
 - b. For 3-12 Students, the form is called **2021-22 Chromebook Guidelines and Contract**
5. Review the information on the form and complete any required fields
6. When you are ready to submit the information, click the "Submit" button at the bottom
7. You will receive a confirmation message with a Green Check if it was submitted successfully