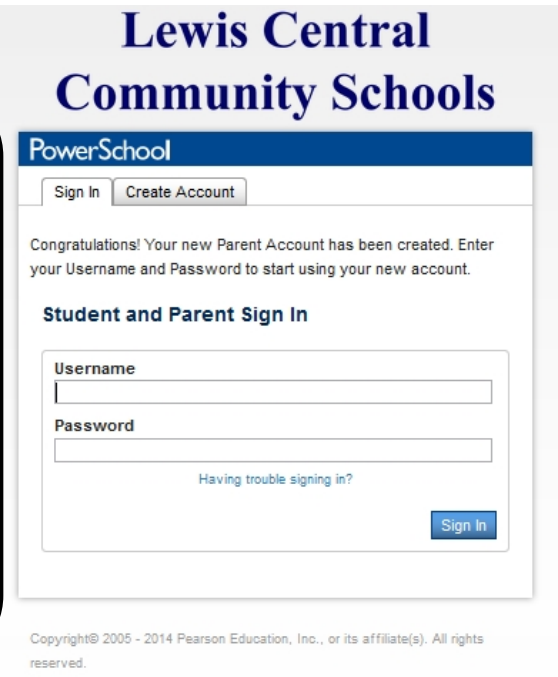


Step 1: Go to the internet and enter the following address into your web browser. PowerSchool works well with Google or Firefox.

Step 2: Congrats! You have arrived at the portal for PowerSchool for parents. Go ahead and save this page to your favorites or bookmark it for later use. **If you already have an account, go to step 6.**

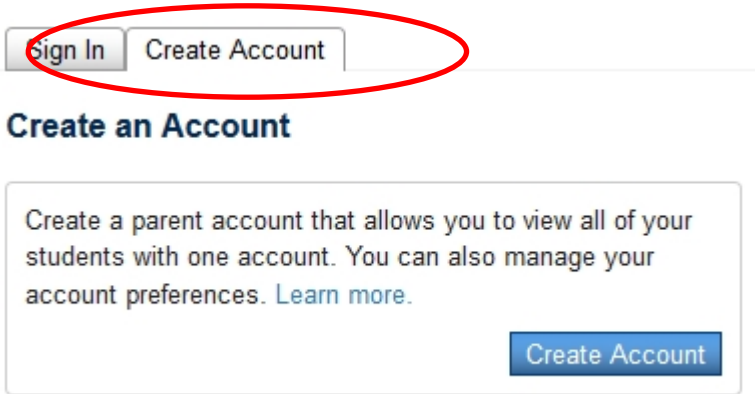


1 2

LCHS Parent Tutorial for Using PowerSchool Page 1

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Step 3: Under the word “PowerSchool” find the “Create Account” tab and click on it. This will only need to be done one time.



Create Parent Account

First Name	<input type="text" value="Rob"/>
Last Name	<input type="text" value="Saucey"/>
Email	<input type="text" value="rsaucey@yahoo.com"/>
Desired Username	<input type="text" value="thesauceyone"/>
Password	<input type="password" value="••••••••"/> Strong
Re-enter Password	<input type="password" value="••••••••"/>

Password must:
 •Be at least 6 characters long
 Passwords are case sensitive!

Step 4: Use this page to create your parent account. Make sure you use a username and password that you will remember that are “strong” in nature.

LCHS Parent Tutorial for Using PowerSchool Page 2

Link Students to Account

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

	Student Name	Parent Access ID (unique for each student)	Parent Access Password (unique for each student)	Relationship
1.	<input type="text" value="██████r"/>	<input type="text" value="██████"/>	<input type="password" value="••••"/>	Father <input type="button" value="v"/>
2.	<input type="text" value="██████r"/>	<input type="text" value="██████"/>	<input type="password" value="•••"/>	Mother <input type="button" value="v"/>
3.	<input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose <input type="button" value="v"/>
4.	<input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose <input type="button" value="v"/>
5.	<input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose <input type="button" value="v"/>
6.	<input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose <input type="button" value="v"/>
7.	<input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose <input type="button" value="v"/>

Step 5: For each of your students, you will need the Parent Access ID and Parent Access Password, which are available from Mary Knavel at (712) 366-8222 or Renee Kybat at (712) 366-8285. After you hit enter, a new login screen will appear, (Step 6) where you can use the username and password you just created.

Lewis Central Community Schools

PowerSchool

Sign In Create Account

Student and Parent Sign In

Username

Password

Having trouble signing in?

Sign In

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Step 6: Log into the PowerSchool using your created username and password.

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Navigation

- Grades and Attendance
- Current Grade Statistics
- Grade History
- Attendance History
- Email Notification
- Power Announcement
- Teacher Comments
- Balance
- Account Preferences
- Access Logs
- Discipline
- Honor Roll
- My Schedule
- School Information
- Test Scores

Grades and Attendance

Exp	M	T
1(A-B)		
1(A-B)		
1(A-B)		
2(A-B)		
2(A-B)		
2(A-B)		
3(A-B)		
3(A-B)		
3(A-B)		
4(A-B)		
4(A-B)		

7

Step 7: Once you log in to your student's information area, you will find a number of elements on the left to keep up to date in PowerSchool. Feel free to navigate each of these areas to discover all of your student's progress in school!

Notice! Almost all of our communication to parents from LCHS occurs over email. Please make sure we have your most up-to-date email address!

LCHS Parent Tutorial for Using PowerSchool Page 3

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Step 8: Finally, you can email each of your students teachers. Teachers are asked to return all communication within 24 hours at LCHS. Should your student need to be absent or you have other needs, you can also email all of your student's teachers at the same time. Don't forget to notify the Attendance Office at (712) 366- 8249!

Speech I

Nielsen, Laurie - Rm: 310

Titan Time

Wiles, Roxanne - Rm: 105

Current Term Only GPA (T1):

Show dropped classes also

Email all of [redacted] teachers

If further information is needed in PowerSchool, please contact (712) 366-8222!