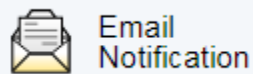


Account Preferences in the PowerSchool Parent Portal



A page named “Account Preferences” is available in the PowerSchool Parent Portal and is accessible once a parent has signed in by clicking the **Account Preferences** icon, under the **Navigation** menu on the left of the Start page. This page allows parents to manage their account information, including their name, user name, account password, and email address. Parents can also add additional students to their account, provided they have the access ID and access password for any student they wish to add.

Email Preferences in the PowerSchool Parent Portal



The “Email Notifications” page available in the PowerSchool Parent Portal has been updated and is accessible once the parent has signed in by clicking the **Email Preferences** icon in the top navigation menu. This page allows parents to customize their email preferences for each student associated to their account.

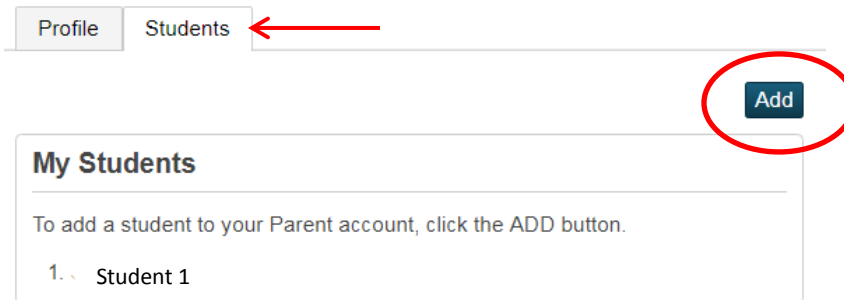
PowerSchool’s email notification is highly customizable. You can set up email preferences per student and ensure that you receive email notifications via email.

Adding Students to Your PowerSchool Account

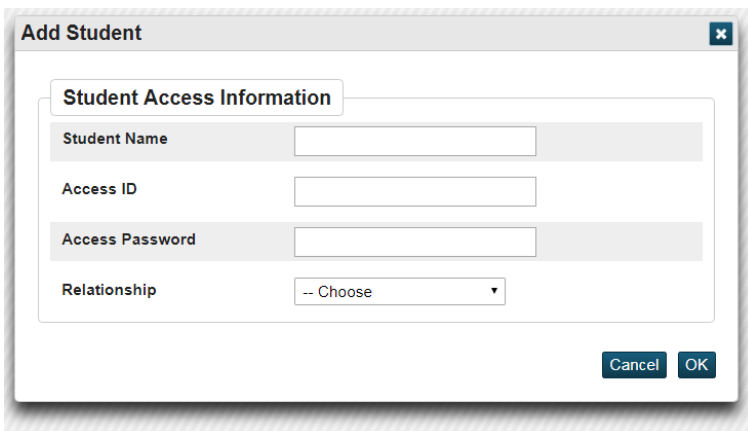


On the start page in your PowerSchool account, click the **Account Preferences** icon. Click the **Students** tab as shown below and click **Add** on the right.

Account Preferences - Students



In the new window, add the new student information to your account with their Access ID and Access Password supplied by your school staff.

 The 'Add Student' dialog box is shown. It has a title bar with 'Add Student' and a close button. The main content area is titled 'Student Access Information' and contains four fields: 'Student Name' (text input), 'Access ID' (text input), 'Access Password' (text input), and 'Relationship' (dropdown menu with '-- Choose' selected). At the bottom right, there are 'Cancel' and 'OK' buttons.

***Note** – do these steps for each new student added to your account.