

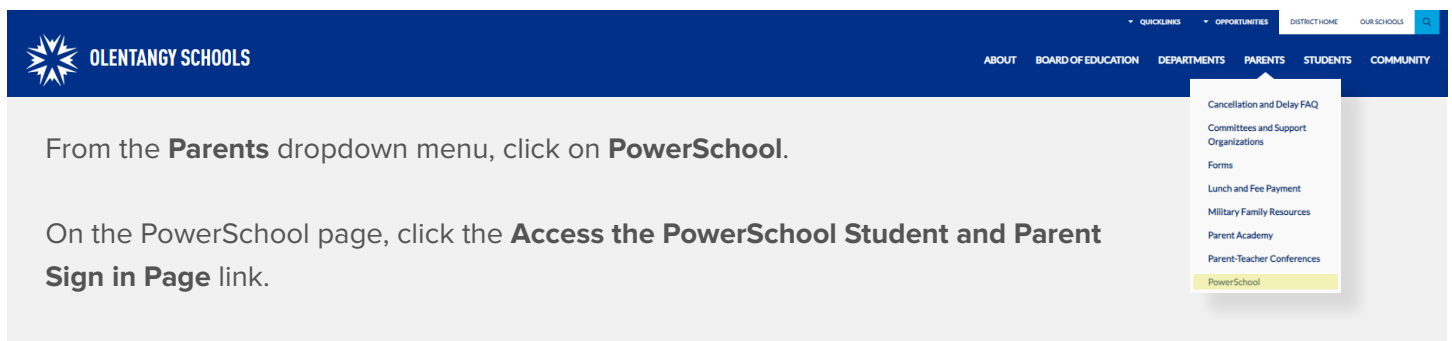
POWERSCHOOL

CREATE PARENT ACCOUNT

■ www.olentangy.k12.oh.us



PowerSchool is a web-based student information system that provides a full range of features needed by administrators at the district and school level to manage student information, a portal for teachers to enter classroom-specific data, and portals to foster communication between the school and parents and students.



The screenshot shows the Olentangy Schools website header. The navigation menu includes: ABOUT, BOARD OF EDUCATION, DEPARTMENTS, PARENTS, STUDENTS, and COMMUNITY. The PARENTS dropdown menu is open, showing options: Cancellation and Delay FAQ, Committees and Support Organizations, Forms, Lunch and Fee Payment, Military Family Resources, Parent Academy, Parent-Teacher Conferences, and PowerSchool (highlighted).

From the **Parents** dropdown menu, click on **PowerSchool**.

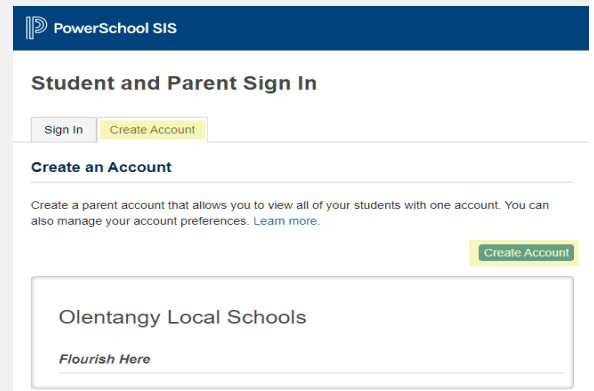
On the PowerSchool page, click the **Access the PowerSchool Student and Parent Sign in Page** link.

To create new account, click the **Create Account** tab and click the **Create Account** button.

Important: If you have an existing PowerSchool account, click the **Sign In** tab and log in to your account to view student information or link additional students to your account.

1. Complete the **Parent Account Details section** to set up a **new** account. **Note:** Do not use an email address, special characters, or spaces in your Desired Username.
2. The password must be at least eight characters. **Note:** Do not use the @ character in your password.
3. Complete the **Link Students to Account** section to link your student(s) to your account. Your PowerSchool Access ID and Access Password are in the letter accompanying this step sheet.
4. Click **Enter**, and you will see the sign-in window. Enter your new username and password to begin accessing student information.

If you have any questions about setting up your account or using PowerSchool, please contact the school office.



The screenshot shows the PowerSchool SIS 'Student and Parent Sign In' page. It features two tabs: 'Sign In' and 'Create Account' (highlighted). Below the tabs is a 'Create an Account' section with a 'Create Account' button. A search box contains 'Olentangy Local Schools' and 'Flourish Here'.