

Parent Resource - PowerSchool SIS: Student and Parent Portals

PowerSchool SIS Student and Parent Portals provide real-time grade, attendance, and school information to students and parents. Students can stay on top of assignments and parents can stay informed. These instructions will assist you in creating a parent single sign-on account, and associating students with your account.

Parent Account Access

You should have received a Parent Portal Access Notification Letter providing the Access IDs and keys for your student(s). The parent access IDs and keys serve only as the credentials used to create and add student accounts to your single sign-on account.

To create a parent single sign-on account:

1. Enter the district's PowerSchool SIS server address in a web browser ccsdschools.powerschool.com
2. Select the Create Account tab, then click **Create Account**

Student and Parent Sign In

Create an Account

Create a parent account that allows you to view all of your students with one account. You can also manage your account preferences. [Learn more.](#)

3. Enter your first name, last name, email, username, and a password

Create Parent Account

Parent Account Details

First Name	<input type="text"/>
Last Name	<input type="text"/>
Email	<input type="text"/>
Re-enter Email	<input type="text"/>
Desired Username	<input type="text"/>
Password	<input type="password"/>
Re-enter Password	<input type="password"/>

Password must: *Be at least 1 characters long

4. Re-enter the password for security purposes
5. Enter the student's name, access ID, access password, and select a relationship for each student to be associated with your account. You can link up to seven students to your account at one time

Link Students to Account

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

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Student Name	<input type="text"/>
Access ID	<input type="text"/>
Access Password	<input type="password"/>
Relationship	-- Choose ▾

6. Click **Enter**

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Quick Reference Card

The Sign In page appears again so that you can sign in with the new account information. You will need to verify your account via email before you are able to log in to SIS Parent Portal. Once your account is created and verified, you can add students any time using Account Preferences.

The screenshot shows the PowerSchool SIS interface. At the top, it says "PowerSchool SIS" and "Welcome, Ashley Anderson | Help | Sign Out". Below that, the user's name "John Maranda" is displayed. The main heading is "Grades and Attendance: Anderson, John". There are two tabs: "Grades and Attendance" (selected) and "Standards Grades". The "Grades and Attendance" tab contains a table titled "Attendance By Class".

Exp	Last Week		This Week		Course	Q1	Q2	S1	Q3	Q4	S2	Y1	Absences	Tardies						
	M	T	W	H											F	M	T	W	H	F
1(A)					U.S. History Email Higgins, Theodore X - Rm: 124	B+ 87	A- 90	B+ 89	A- 91	B 84	B+ 88	B+ 89	0	0						
1(B)					U.S. History Email Higgins, Theodore X - Rm: 124	A- 94	A- 91	A- 93	A- 91	A- 92	A- 92	A- 93	0	0						
2(A-B)					Geometry Email Edwards, Karrie H - Rm: 208				B+ 87	B+ 87	B+ 87		0	0						
3(A)					Creative Writing Email Geraghty, Mark D - Rm: 200	B 84	B 84	B 84	B- 80	C 73	C+ 77	B- 81	0	0						

Navigate the Portals

You can use the icons on the Navigation menu to view student and school information.

Grades and Attendance

Click the Grades and Attendance icon to keep track of final grades and attendance totals for the current term. This is the term defined on the Current Grade Display page. Click a final grade to view the Class Score Detail page. Click any assignment that appears as a blue link to view additional details. On the Grades and Attendance page, click **Show dropped classes also** to view any dropped classes. If your school uses standards grades, click the Standards Grades tab to view those grades. Click the numbers in either the Absences or Tardies columns to view the days that the student was absent or tardy.

Grade History

Click the Grade History icon to view the student's courses listed by term, including the grade, score, citizenship grade, and credit hours. Click a grade percentage to access the Class Score Detail page. If available, click **View Graduation Progress** to see the student's progress in completing graduation requirements. The View Graduation Progress link appears only if the Graduation Planner Setup settings have been set up at the district office, assigned to students, and made visible in the portal at the school level.

Attendance History

Click the Attendance History icon to view an attendance grid for the current term. The grid is divided by course name and week. Absences, tardies, and other codes are explained in the legend at the bottom of the page.

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Email Notification

You can click the Email Notification icon to modify what information you receive via email from PowerSchool SIS, and how frequently the emails will be sent. Enter additional email addresses in the Additional Notification Emails field. Separate additional addresses with commas.

Teacher Comments

Click the Teacher Comments icon to view general comments regarding the student. Comments are listed to the right of the teacher's name. To send an email to a teacher, click the teacher's name.

School Bulletin

Click the School Bulletin icon to read today's announcements, if available. Click the calendar at the bottom of the page to show past or future announcements.

My Schedule

View a student's current schedule based on periods and school days, or choose a matrix view that includes a class list.

School Information

Use the School Information icon to view the school's address, phone number, fax number, and a map of the facilities.

Account Preferences

You can click the Account Preferences icon to modify your name, email, username, and password information on the Profile tab. On the Students tab, you can add students to your account.

PowerSchool Mobile

PowerSchool Mobile is available to students and parents to download at no cost. Just like PowerSchool SIS Student and Parent Portals, one app provides access for both students and parents.

After installing the PowerSchool Mobile app, take the following steps:

1. Enter the four-digit district code **LGLC** and the same username and password they use for PowerSchool SIS Student and Parent Portals
2. Tap **Sign In**

Once signed in to PowerSchool Mobile, select options from the menu to view information about grades, assignments, attendance, and more.