

FORT WORTH ISD PARENT PORTAL

SPRING 2015

PARENT REFERENCE

JOIN US

Focus is the Student Information System (SIS) used by Fort Worth ISD to record data concerning its 85,000+ students. The new Focus Parent Portal is a web-based tool available to all Fort Worth ISD parents with students enrolled in PK-12. With its easy to use interface, this tool will transform the way you interact with your child's campus by enhancing two-way communication and involvement.

FOCUS Parent Portal provides the following information for parents:

- Real-time grading information
- Student schedule view
- Multiple child access
- Campus and District messages
- Class assignments
- Attendance summaries
- Teacher contact information

SIGN UP

Here are the things a parent needs to register:

- Last 4 Digits of Social Security Number or State ID
- Student ID
- Student Birthday

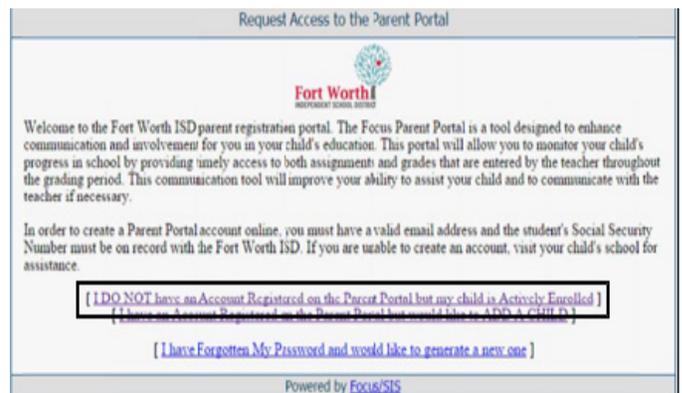
The parent also must have a valid email account to register. If you do not have an email account, you may create one here: <https://accounts.google.com/signup>

:: DON'T FORGET ::

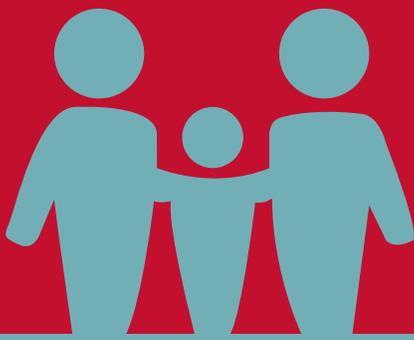
- Frequency of posted grades may vary greatly from teacher to teacher
- Some grade levels may only provide a letter grade
- Information regarding disciplinary issues is not available in Parent Portal

CREATING YOUR ACCOUNT

1. Using the Chrome internet browser address window, type www.fwisd.org and press Enter.
2. From the menu click Parents.
3. From the left side of the Parents page click Parent Portal.
4. From the Parent Portal - Register for Parent Portal, select "Request access to Parent Portal."
5. From the Request Access to the Parent Portal window click the first choice at the bottom of the screen, [I DO NOT have an Account Registered on the Parent Portal but my child is Actively Enrolled].



6. Fill in your information as requested.
7. Click the Submit button when all required information has been entered.
8. Fill in your student's information as requested. Note: Find your student's Focus ID on their report card.
9. Click the Add Student button when all required information has been entered.
10. You have now completed your application to create a Parent Portal Account. Your child's school will verify your application information within five (5) business days.



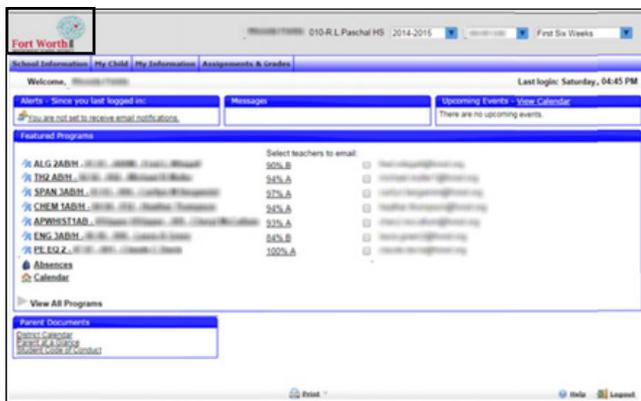
FORT WORTH ISD PARENT PORTAL

SIGNING IN

1. In the Chrome browser address window type:
<http://fwisd.focusschoolsoftware.com/focus>



2. Click into the Username field and type your email address.
3. Click into the Password field and type your password.
4. Click the Login button.



5. The first screen that appears is the Parent Portal view of your child's information. To return to Portal from anywhere in Focus click the Fort Worth ISD logo.

TOOLBAR

School Information - Click the 'School Information' button on the Toolbar to view current information about your child's school as well as the school Calendar.

My Child - Click the 'My Child' button on the Toolbar to view current information about your child's Class Schedule, Grades, and Absences.

My Information - Click the My Information on the Toolbar to view information about My Profile and to change the look of your Portal screen with Preferences. The Preferences screen allows you to change the language in certain areas of the screen from English to Spanish, reset your password, and set email notification preferences.



SUPPORT

If you experience a problem or need help, please contact the campus Data Clerk. If the Data Clerk cannot resolve the issue, they can call the Help Desk or submit a FootPrint.

After working with the Data Clerk and the issue is still not resolved, please contact the **Parent Information Line** at **817.814.2070** or parentinfo@fwisd.org.