

Creating your Single Sign-On Account for the PowerSchool Parent Portal

1. Go to the Lakeview Community Schools Parent Login page:
<http://powerschool.lakeview.esu7.org/public/>

2. Click on Create Account as shown here. (If you already have an account, do not create a new account. Click on the Sign In tab instead.)

3. A window will appear for you to create your new account. You will need to fill in the top portion of the window with your name, e-mail address, and the User Name and Password you would like to create.

4. On the bottom portion of the screen, you will need to enter the name of your student(s) with the **Parent Access ID and Parent Access Password** given to you in the letter sent home informing you of the new Single Sign-On Parent Access. You will also need to fill in your relationship to the student from the drop down menu. Click the “Enter” button when you have completed entering all your Kindergarten – 12th grade students.

5. Once you have created your new account, you will now see your student(s) listed just under the PowerSchool logo in the Parent Portal as seen here:



To view your individual student’s information, just click on their name tab.

6. You can view your account information and add additional students to your account at any time by clicking on the Account Preferences icon on the toolbar as indicated here.

To add another student, after clicking on the Account Preferences Button, Click on the Student Tab, then click on the ADD button.

7. You can update your address, phone numbers and emergency contact information by clicking on the

“Demographic Change” button on the toolbar. Hit the submit button after entering updated information.

8. There is also a PowerSchool app available from the App Store or Google Play. NOTE: Not all features are available in the mobile app.



If you have an account user name and password but don't remember it please call the Lakeview High School Office and talk to Kim Miller or Cindy Wendt about resetting your information. PLEASE DO NOT SET UP ANOTHER ACCOUNT! If you are trying to set up a Single Sign on Account for the first time you must have your Parent Student Password. You can not use the Student Password to set this up. If you don't have it please call the High School Office and we can help set that up for you. Thank you.