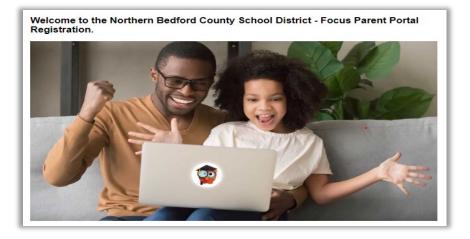


## Focus – Parent Portal



**Objective:** To provide parents information regarding the creation of a parent portal account, how to link students to the portal, and how to sign into the portal account.



## **Creating a Parent Portal Account**

- Navigate to the parent portal registration page. (Link Below)
  - o https://nbcsd.focusschoolsoftware.com/focus/auth/



- There are three options here.
  - Create an account, add a child, or reset password.
  - Choose the first button "I do not have an account registered on the parent portal and, enter the requested information exactly as it appears on your driver's license or ID card.
  - Select "I'm not a robot" then click "submit".



*Visit <u>https://focus.screenstepslive.com/s/parents</u> for complete Focus documentation for Parents/Students. You can also watch the training videos provided by Focus University on this page.* 





## Linking Students to your Parent Portal Account

- You may or may not already be linked to your students; if you are not, the message shown below displays with two options:
  - "I would like to ADD A CHILD who is already enrolled."
  - o "I am FINISHED adding students. Please take me to the Portal."

Stud	dents
You do not have any line	ked students at this time.
I would like to ADD A CHILD who is already enrolled.	I am FINISHED adding students. Please take me to the Portal.

 Click I would like to ADD A CHILD who is already enrolled to link a student to your account and enter the required information to identify the student. Multiple children must be added one at a time; Once you have finished adding your children, click "I am FINISHED adding students. Please take me to the Portal."

FQCUS Portal			Lizette Garcia	Owl Hi 2019-	igh School 2020	- 0041
📅 Portal	District & School Announcements					
School Information	Control and and the first of the second and the sec	Owl High Scho	ol - 0041	1	ladges Avait	4 Spent:0
My Profile	News Events					
Preferences		Grades New	vs Planner Reports			
	A Alerts	FT1 FT2 11/0	07-01/31			
Calendar Calendar	P You are not set to receive email notifications.	Pd Course	Teacher	Ex U	nx Tardy	Grade
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👔 Emmatte 🗸 🗸		02 CHEM 1 HON	Reh	0 0	0 0	81% E
Child Info Grade Changes		03 SPANISH 2	Gonz	0 0	0 0	63% [
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Attendance Referrals		07 BAND 3	Gagli	0 0	0 0	92% A
	Adult Education - 9103					
	Grades News Planner Reports					
	Schedule Not Available					
( Logout						



ilewis@nbcsd.org	G Sign in with Google
Parents: Forgot Password?	
Log In	
Log In	6

- Navigate to the Focus Portal Login page to sign into your new parent portal account.
  - o <u>https://nbcsd.focusschoolsoftware.com/focus</u>
  - **Note:** Only students and staff can sign in with Google. All others must use a username and password.

*Visit <u>https://focus.screenstepslive.com/s/parents</u> for complete Focus documentation for Parents/Students. You can also watch the training videos provided by Focus University on this page.*