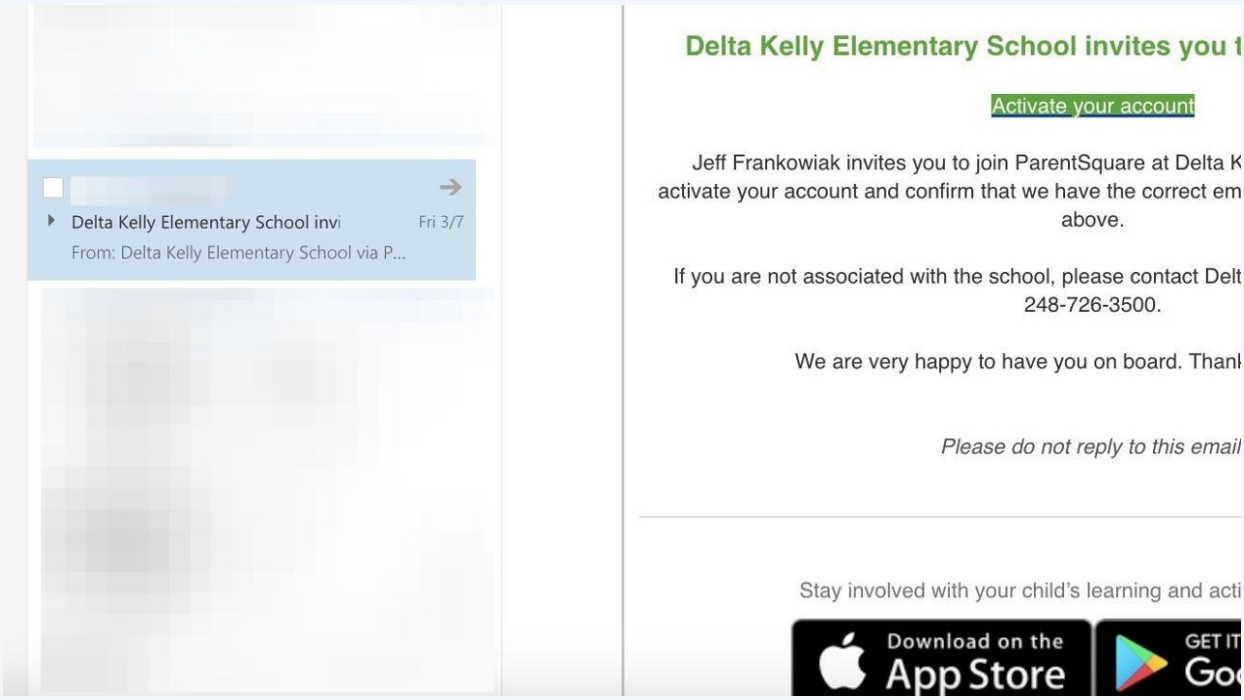
Activating Your ParentSquare Account Through Webmail

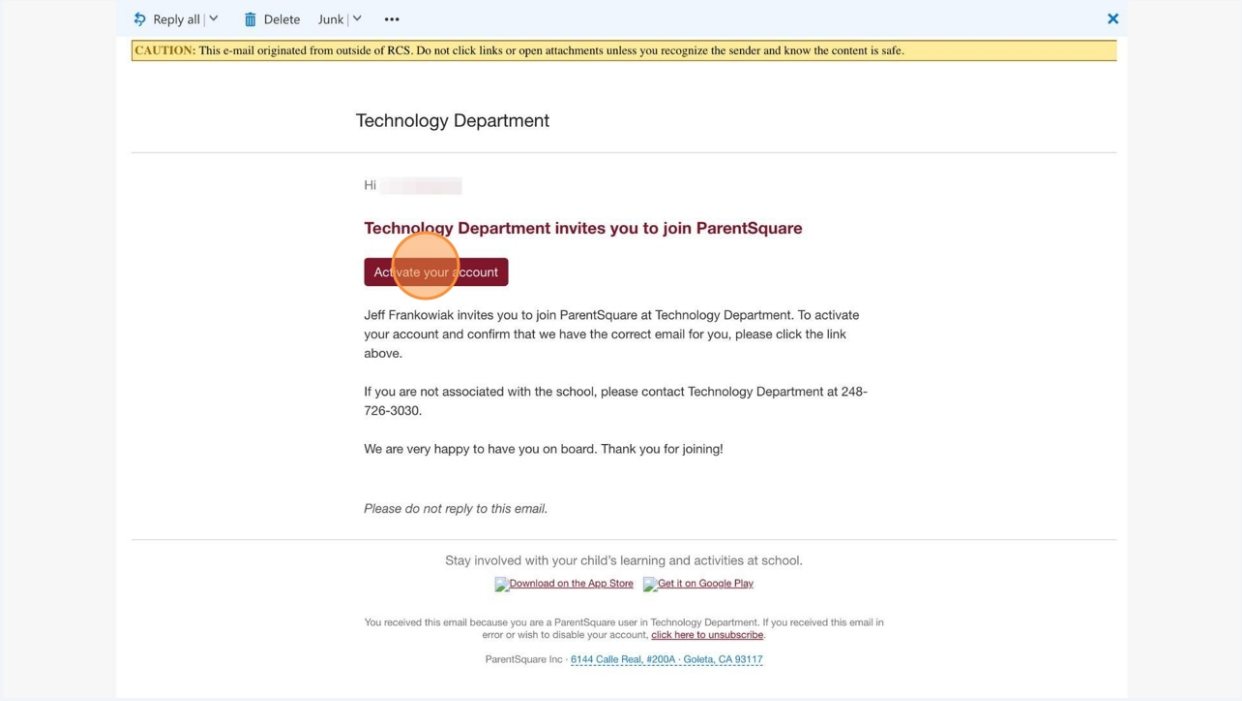
This guide provides a straightforward process for activating your ParentSquare account using your RCS Microsoft Outlook email.

1 Login to your RCS Microsoft Outlook email account

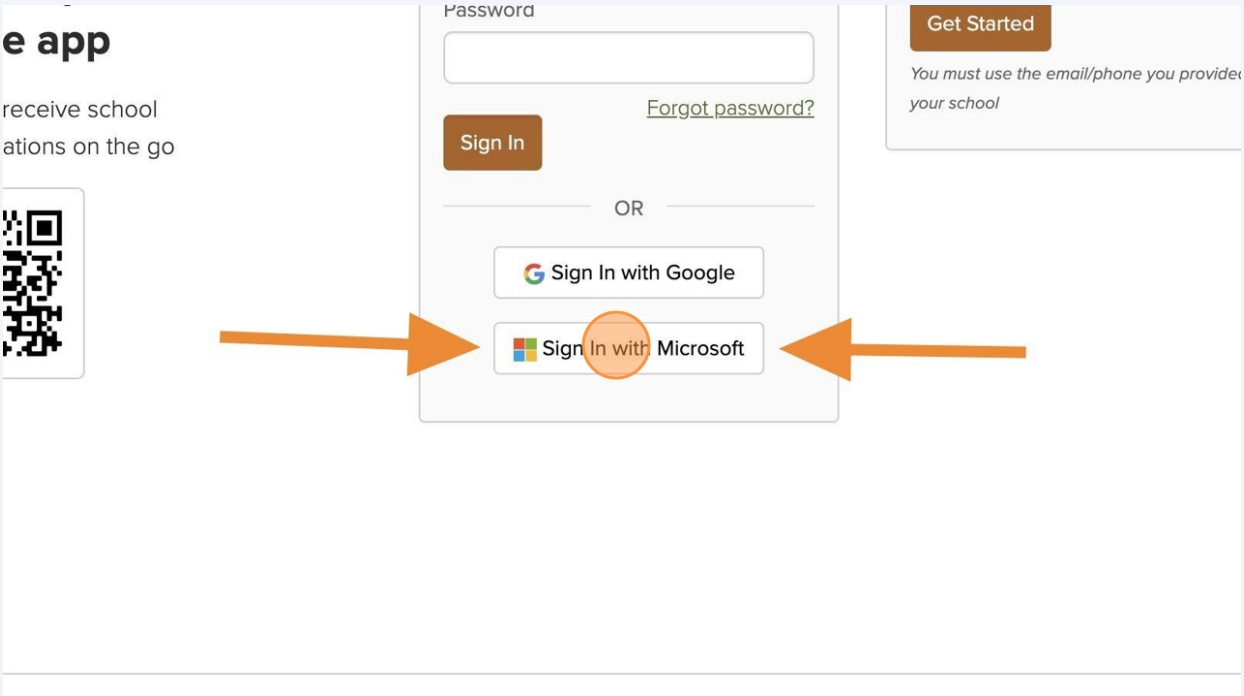
2 Click the Invite from you school to join ParentSquare



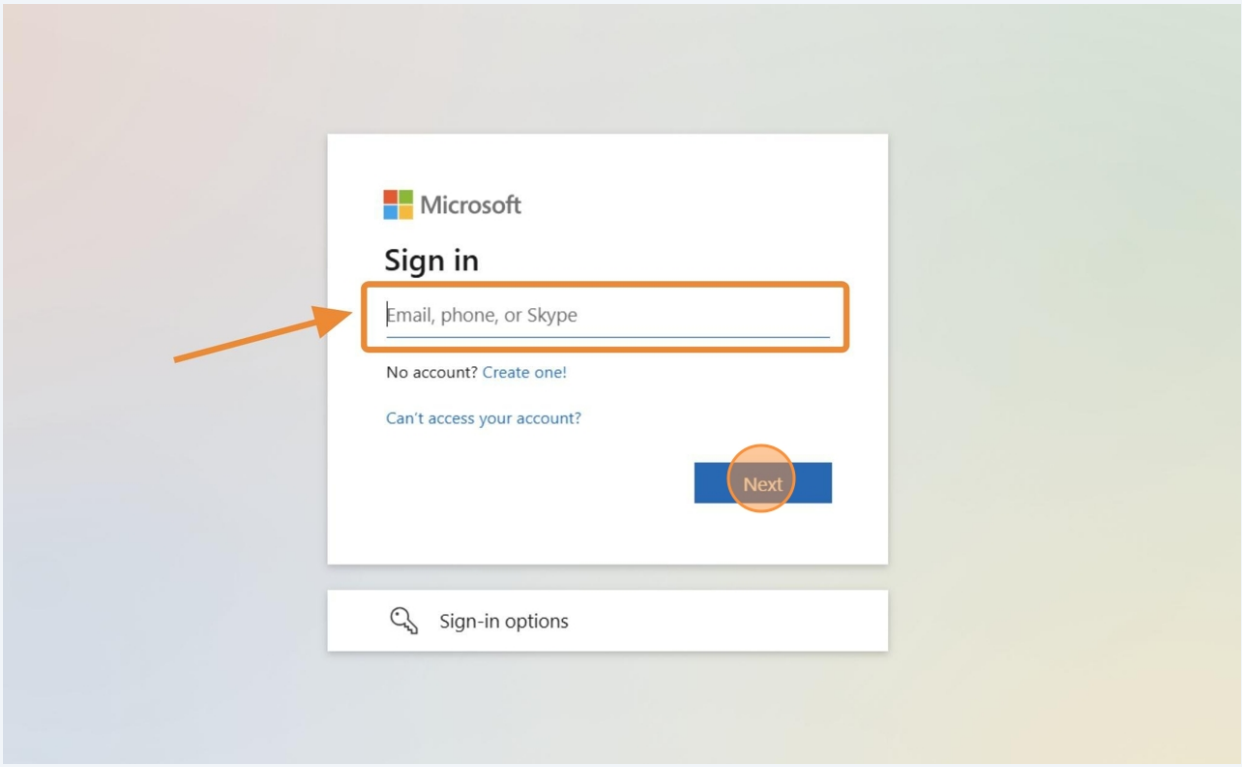
3 Click "Activate your account"



4 Click "Sign in With Microsoft"

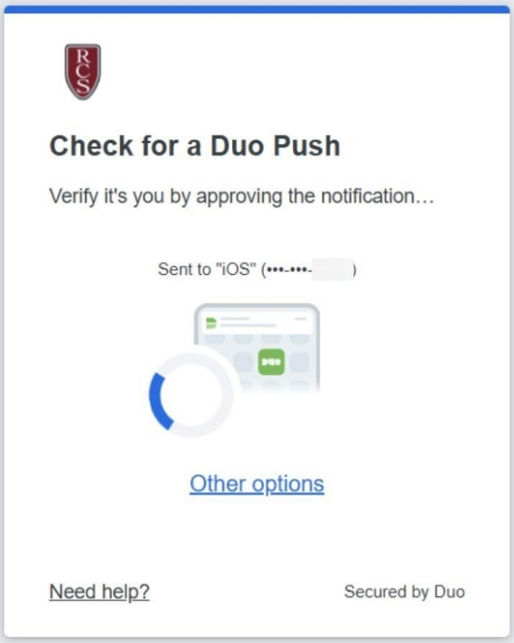


5 Enter your Microsoft login (username@rochester.k12.mi.us). Then click "Next"

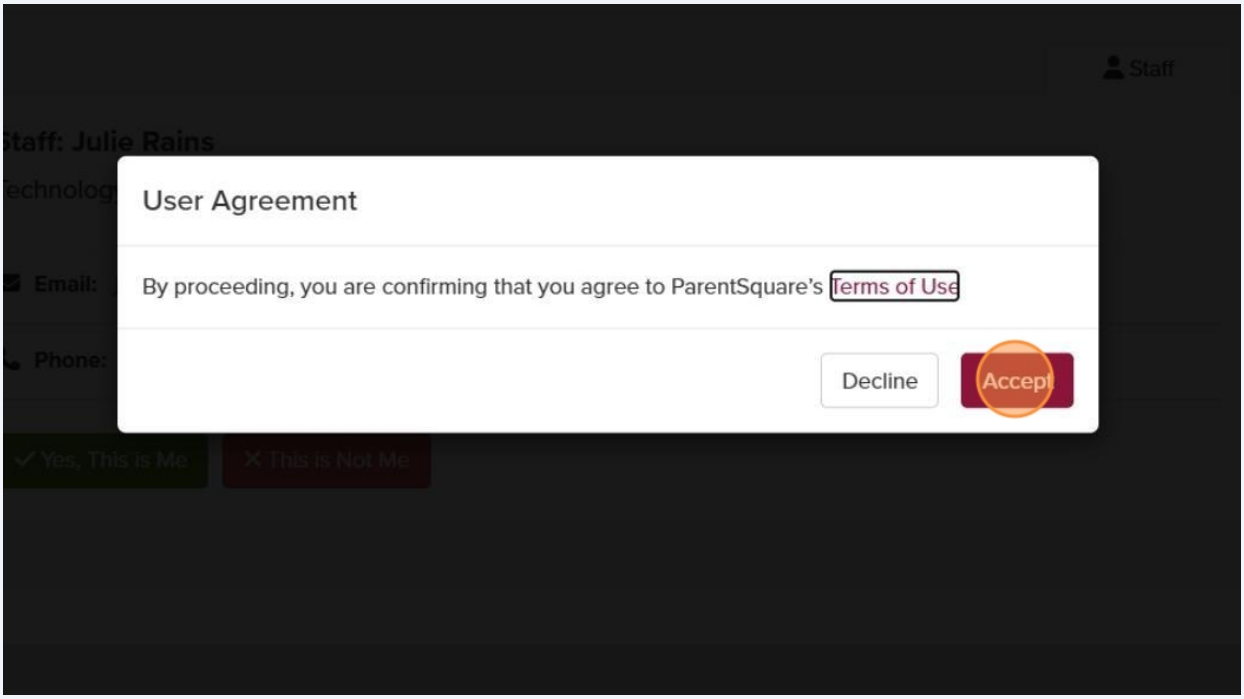


6 Enter your Microsoft password. Then click "Next"

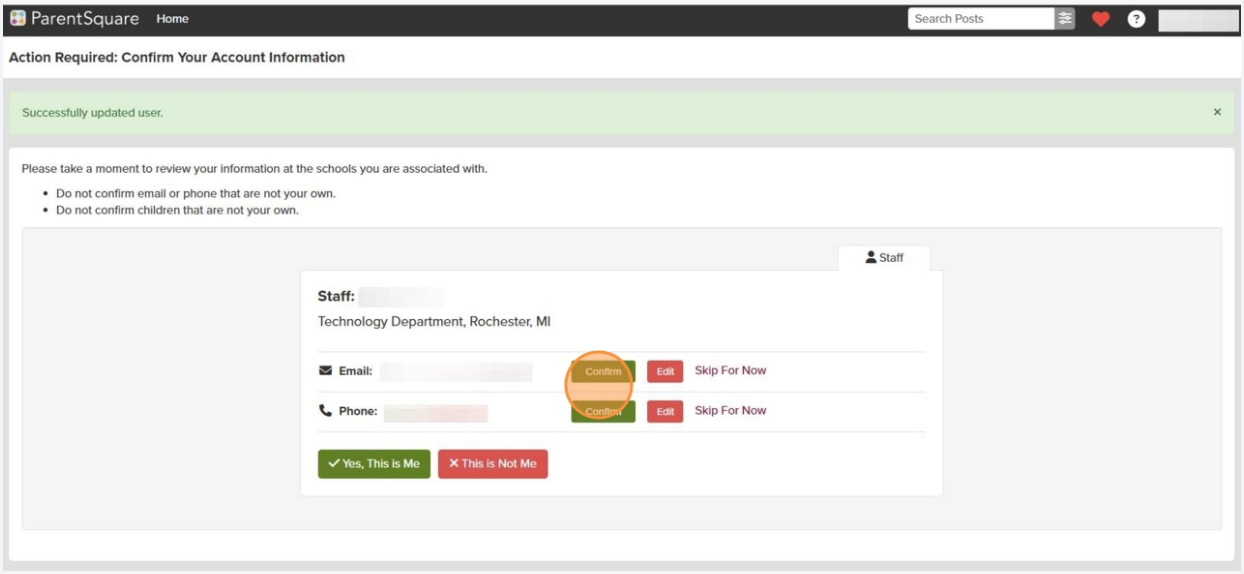
7 Authenticate your login with Duo



8 Accept the ParentSquare "Terms of Use"



9 Ensure your contact information is correct, then click "Confirm" on the prompted areas.



10 Click "Yes, This is Me"

