

Library Catalog (Destiny) Parent Portal Instructions

Note: Each student can only be connected to one email address.

1. **Scan the Access URL - QR code** on this page to login and set up your Parent Portal Access (Additional User Type). *Note the video tutorial shows the steps listed below.
2. **Type your email address.**
3. **Click Get Access Code.** Note: If the email address either does not match what is in Destiny or is not connected to a student in the district, you will get an error message.
4. **Go to your email account to retrieve the access code.**

Notes: The code expires in 10 minutes. If it expires, you can click Resend Code from the Get Access Code page. If you enter an invalid access code, you will see an Incorrect Access Code message. The email is sent from no-reply@follettlearning.com with the subject, "Additional User Type Access Code." If the code is sent more than once, after the second time, the user will need to refresh the screen, and then reenter their email address.

From the Enter Your Access Code page:

- a. **Type your access code.**
- b. Optionally, to stay logged in from your current browser, **select Keep me logged in on this device. If you select this option, you will stay logged in for 60 days or until you log out.** If you don't select this option, you will need to log in with an access code each time.

6. Click Submit.

To navigate Additional User Type features: The user's name associated with your email address appears in the top-right corner. If you have more than one student in the district, a drop-down appears. To view a different user, select their name from the drop-down.

- You can search for and block titles from being checked out
- View current checkouts and checkout history
- Block titles for all students associated with your email address.
- Use any of the following options: Search: Search by title, author, or subject to find materials.

Checkouts: View the current checkouts.

History: View the checkout history, as well as current checkouts.

Blocked: View any titles you marked as blocked. You can select to remove the block on a title or to view more information about a title as a guest user via Destiny Discover.

Logout: Log out of your current session.

Access URL



Video Tutorial

