Set Up Access to Follett Destiny Parent Portal

Access a student's library information

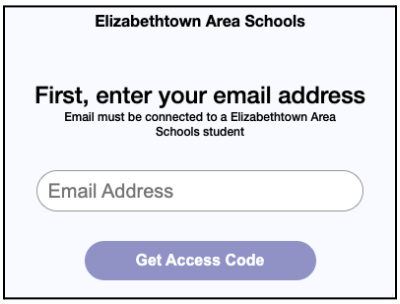
If your email address is connected to a student in Destiny Library Manager as a contact for the Additional User Type feature, you can access their library information. Your district determines which features are available.

PLEASE NOTE: *Each student can be connected to two email addresses.*

To log in as a contact:

1. Click the following link to begin:
   https://destinyverification.follettsoftware.com/willow/district/destiny-XJX5-8ZZT

2. Enter your email address



3. Click **Get Access Code.**
   PLEASE NOTE: *If the email address either does not match what it is in Destiny or is not connected to a student in the district, you will see the following message:*



4. Go to your email account to retrieve the access code.
   PLEASE NOTE:
   - *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@follettsoftware.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.*

5. From the Enter Your Access Code page:
    - Type your access code.
    - Optionally, to stay logged in from your current browser, select **Keep me logged in on this device.**
        i. If you select this option, you will stay logged in for 60 days or until you log out.
        ii. 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:

Once you are logged in, you can perform a number of tasks based on your contact status.

PLEASE NOTE:

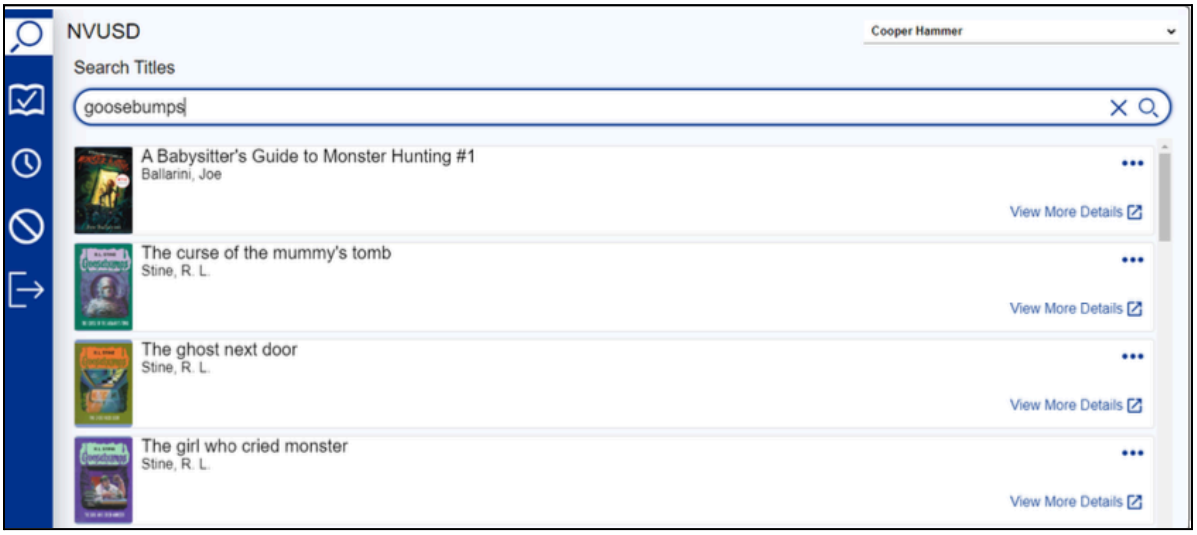
- *The options you see depend on how the feature is set up for your district.*
- *The Primary Contact designated for this feature has full access to any enabled options, including blocking and unblocking titles. A Secondary Contact has view-only access to any enabled options.*
- *Blocked titles for a patron will remain blocked across school years and as the patron moves to new sites within a district, unless those titles are unblocked by the patron's Primary Contact.*

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.

Use any of the following options:

- **Search**: Search by title, author, or subject to find materials. When the search results appear, you can:
    - Click ••• to block a title from being checked out - OR-
    - Click **View More Details** to see more information on a title as a guest user via Destiny Discover.



- **Checkouts:** View the current checkouts.
    - To see more information about a title as a guest user via Destiny Discover, click **View More Details.**

