



Guilford
COUNTY SCHOOLS

WELCOME TO THE PARENT PORTAL APP!

What is the **InfiniteCampus Parent Portal App**?

An app that gives parents access to stay up to date with their child's academics. On the app, parents will have access to:

- Class Schedule
- Teachers Contacts
- Grades and Attendance
- Transportation
- School Updates and More!



Before we begin **you will need.....**

- Your Email Address
- Student First and Last Name
- Student Date of Birth
- Student ID Number

If you do not know your student ID number, please reach out to the school interpreter or data manager.

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PARENT PORTAL APP INSTRUCTIONS

1. The first step is to request you verification to make sure your student is in the system. On Google, we are going to search

"NCSIS Parent Portal Code"

A screenshot of a Google search results page. The search bar at the top contains the text "NCSIS Parent Portal Code". Below the search bar, the "All" tab is selected. The first search result is from NC.gov, with the URL "https://portalaccess.ncsis.gov". The title of the result is "NCSIS Parent Portal Activation Code Lookup" in purple text. Below the title, it says "NCSIS Parent Portal Activation Code Lookup. Select your School District/Charter School from the list below."

2. Once we click on the link, the next step is to find

"Guilford County Schools"

A screenshot of the "NCSIS Parent Portal Activation Code Lookup" page. The title "NCSIS Parent Portal Activation Code Lookup" is at the top. Below it, a message says: "Select your School District/Charter School from the list below. If your district or charter is not listed, they may not be utilizing this tool and you will need to contact the school for more information:". Below this message is a dropdown menu with "Guilford County Schools" selected.

3. About Your Student. Here you will need to enter the following:

Student ID Number, Student First and Last Name, Student Date of Birth.

A screenshot of the "About Your Student" form. The title "About Your Student" is at the top. Below it, a message says: "Please complete the form below with information about your student. If you have multiple students in a district or charter, you may need to complete this process for each student." Below this message, it says "School District/Charter School: Guilford County Schools". There are four input fields: "Student ID Number", "First Name", "Last Name", and "Date of Birth" (with a placeholder "mm/dd/yyyy" and a calendar icon). At the bottom, there is a blue button labeled "Find Student".

4. In this step, you will be able to see the **parent/guardian** name we have in the system.

Select Parent/Guardian

Please select the parent/guardian to set up using the list below. If the data listed below is inaccurate or missing, please contact Test's school and try again.

☐ Ma** Sam**** (Father)

5. In this step, it is going to ask you which verification method works best for you. You have the option to choose **via text message or email**.

Via Email: mar*****@icl*****

Via text message to the telephone number ending in: 8298

6. **Verify Access Code:** You are going to receive a verification code via text message.

09:21

Texting with (964) 355-9478 (SMS/MMS)

Please use the following verification code to confirm your identity to access the NCSIS Parent Portal: **848059**

09:21 • MOBILE

Copy "848059"

Verify Code

Please verify the six-digit code that has been sent to you via email or text message.

Verify Code

Submit Code

7. We are going to write down the **"Activation Code"** given to us as well will need it for the next step.

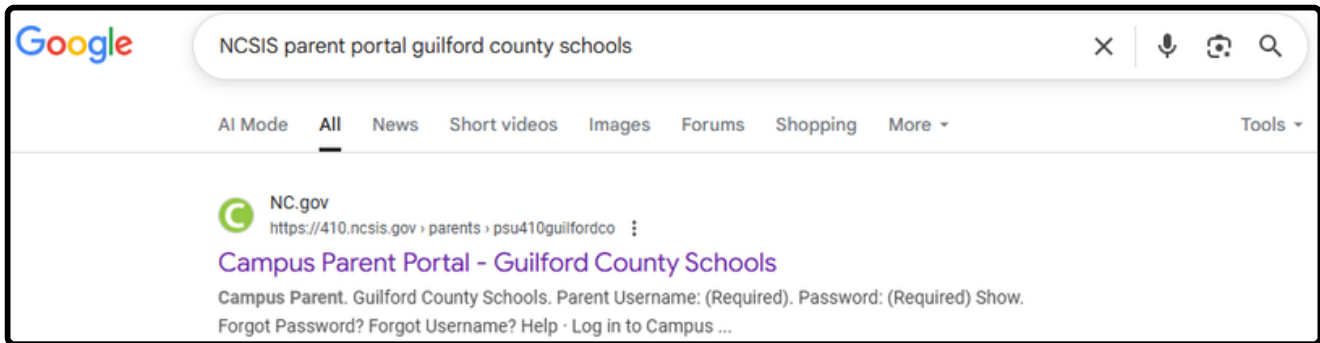
Verification Complete

Verification is now complete. Please log in to <https://123.ncsis.gov/parent> and select **New User?**. When prompted enter the verification code below.

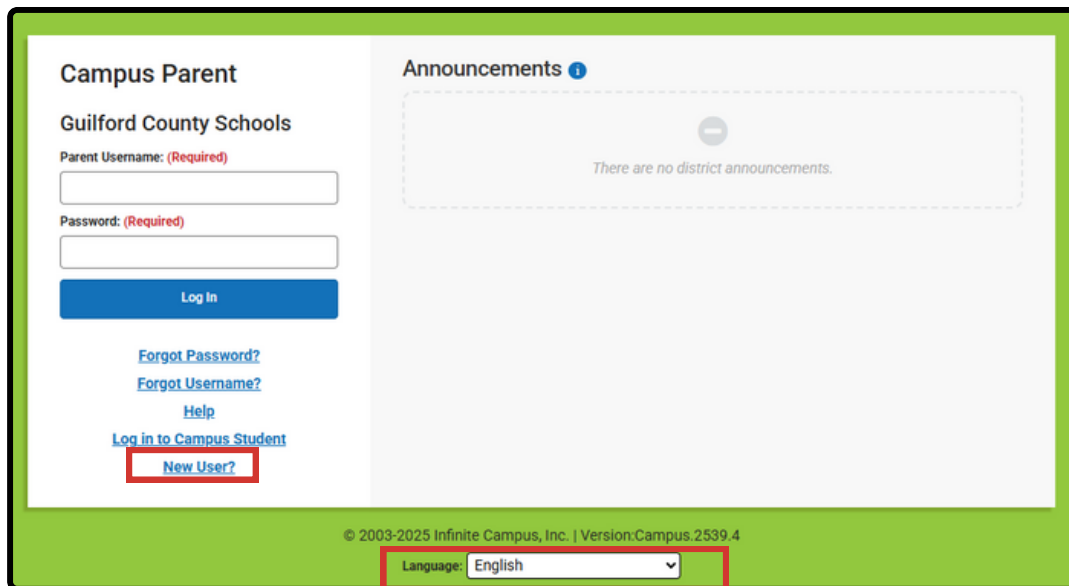
Activation Code: **TESTGUIDFORIC**

8. Once again, we will be going to Goggle, and we are going to search:

"NCSIS Parent Portal Guilford County Schools"



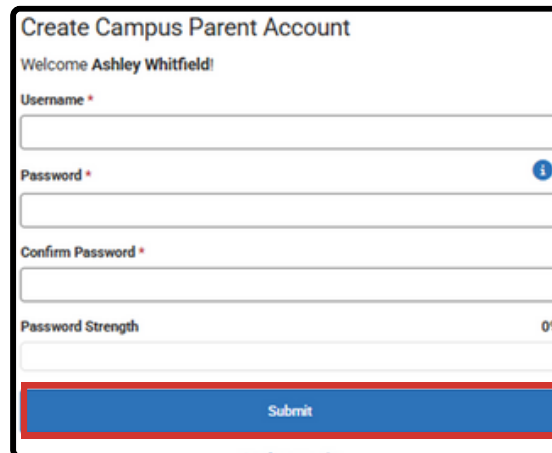
9. Now we are going to create a new account for Campus Parent. We are going to click on **"New User"**. You also have the option to change the language on this page.



10. In this step, it is asking for the **"Activation Code"** you received in step 7.

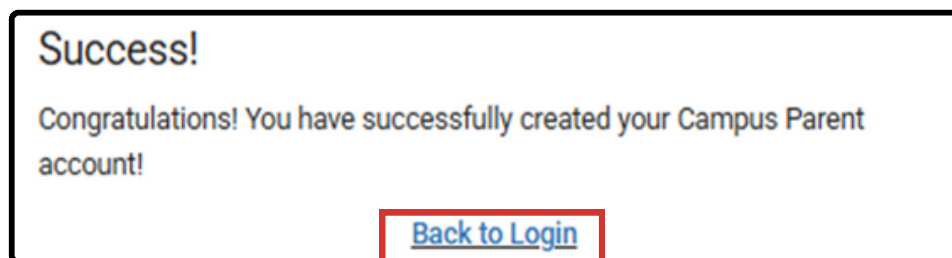
A screenshot of the "New User?" activation page. The page has a white background with a green header. The title is "New User?". Below the title, there is a message: "Activate your Campus Parent account by entering the activation key sent to you by your district." Below this, there is another message: "If you do not have an activation key, please contact your district to obtain one." Below the messages, there is a label "Activation Key *" followed by a text input field. Below the input field, there is a blue "Submit" button. At the bottom of the page, there is a link "Back to Login".

11. **Now we are going to create the login credentials.** You will need to create a username and password that is at least 10 characters or more.



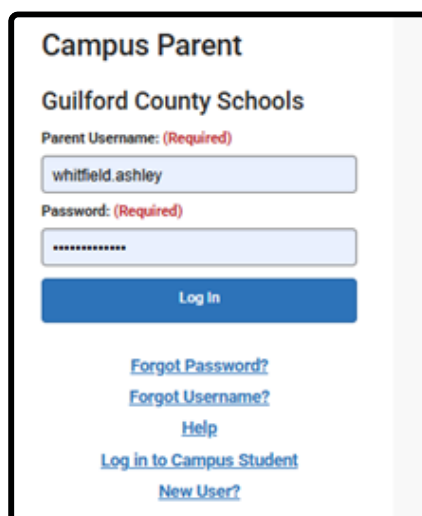
The form is titled "Create Campus Parent Account" and includes a welcome message "Welcome Ashley Whitfield!". It contains three input fields: "Username *", "Password *", and "Confirm Password *". Below these is a "Password Strength" indicator showing "0%". A blue "Submit" button is at the bottom, highlighted with a red border.

12. **You are now a Campus Parent!** To be sure the credentials are all set, we will have to click on "Back to Login".

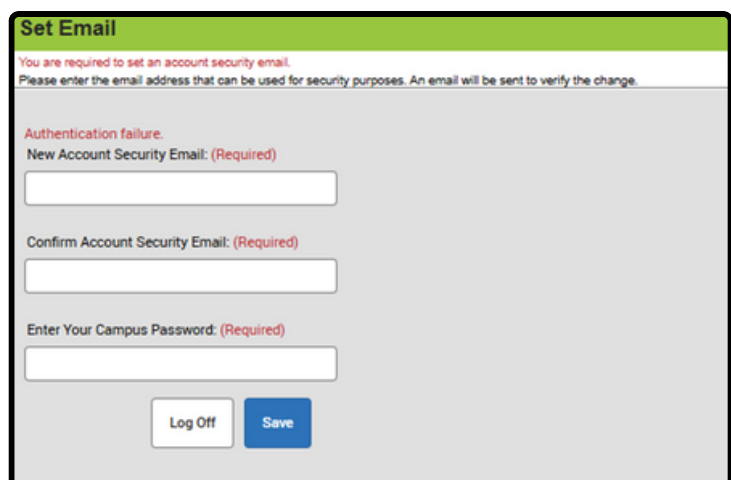


A white box with a black border containing the text "Success!" in blue, followed by "Congratulations! You have successfully created your Campus Parent account!". At the bottom right is a blue "Back to Login" button with a red border.

13. Once we login, it is going to ask us to enter **a security email**. This is in the case we forget any of our login credentials.

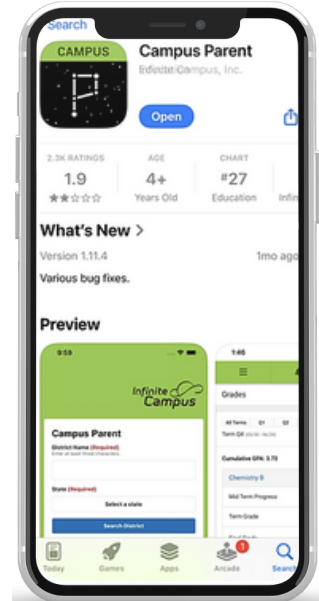


The form is titled "Campus Parent" and "Guilford County Schools". It includes fields for "Parent Username: (Required)" with the value "whitfield.ashley" and "Password: (Required)" with masked characters. A blue "Log in" button is below. At the bottom are links: "Forgot Password?", "Forgot Username?", "Help", "Log in to Campus Student", and "New User?".



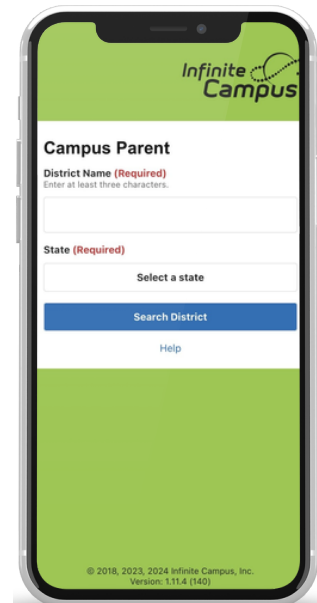
The form is titled "Set Email" and has a green header. It includes a message: "You are required to set an account security email. Please enter the email address that can be used for security purposes. An email will be sent to verify the change." Below this is an "Authentication failure." message. The form has three input fields: "New Account Security Email: (Required)", "Confirm Account Security Email: (Required)", and "Enter Your Campus Password: (Required)". At the bottom are "Log Off" and "Save" buttons.

14. Now we are going to download the app
App Store: "NCSIS Campus Parent"



15. District Name:
Guilford County Schools

State:
North Carolina (NC)



16. Now you can login using the username and password you created.

