

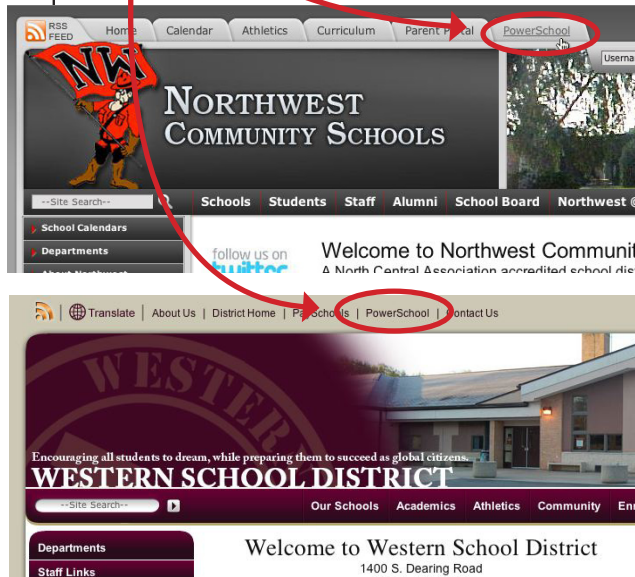
PowerSchool Parent Portal Sign Up

New features in PowerSchool require all parents create a new PowerSchool Account. This is a three page PDF which describes the steps involved in successfully creating a new account. If you have any problems, please call the school office.

step
1

In your browser, navigate to ps.westernschools.org for Western students, or ps.nwschools.org for Northwest students.

(There is also a link to PowerSchool from the schools' home page)



Click on
Create Account

The image shows the PowerSchool login and account creation form. At the top is the 'PowerSchool' logo. Below it is a 'Login' section with fields for 'User Name' and 'Password', and a 'Submit' button. Below the login section is a 'Create an Account' section with a 'Create Account' button. The 'Create an Account' section contains the text: 'Create a parent/guardian account that allows you to view all of your students with one login account. You can also manage your account preferences. [Learn more.](#)' At the bottom of the form is the Pearson logo and copyright information: 'PEARSON Copyright © 2005 - 2010 Pearson Education, Inc., or its affiliate(s). All rights reserved. www.PearsonSchoolSystems.com'.

PowerSchool Parent Portal Sign Up

step

2

Enter your information in the top section.

Next, enter the name of each of your children.

The **Access ID** is the **first initial of the student's LAST NAME** and their **student number**.

The student should know their number. It is the same number they use at school to log into the computers (if you do not have the student's number, call the school's office). Greg Brady's student number is 18765 and his last name begins with 'B'. His Access ID is **B18765**. (Uppercase/capital B)

The Access Password is the **student's birthday** in 6 digit format. If the student's birthday is **June 3, 2000**, enter **060300**.

Select the relationship of the student to the parent or guardian

PowerSchool

Create Parent/Guardian Account

First Name	<input type="text" value="Mike"/>
Last Name	<input type="text" value="Brady"/>
Email	<input type="text" value="mike.brady@gmail.com"/>
Desired User Name	<input type="text" value="mike.brady"/>
Password	<input type="password" value="....."/> Strong
Re-enter Password	<input type="password" value="....."/>

Link Students to Account

Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent/Guardian Account

Student Name	Access ID	Access Password	Relationship
1. <input type="text" value="Greg"/>	<input type="text" value="B18765"/>	<input type="password" value="....."/>	<input type="text" value="Son"/>
2. <input type="text" value="Marcia"/>	<input type="text" value="B29087"/>	<input type="password" value="....."/>	<input type="text" value="Daughter"/>
3. <input type="text" value="Bobby"/>	<input type="text" value="B49876"/>	<input type="password" value="....."/>	<input type="text" value="Son"/>
4. <input type="text" value="Peter"/>	<input type="text" value="B76234"/>	<input type="password" value="....."/>	<input type="text" value="Son"/>
5. <input type="text" value="Cindi"/>	<input type="text" value="B47394"/>	<input type="password" value="....."/>	<input type="text" value="Daughter"/>
6. <input type="text" value="Jan"/>	<input type="text" value="B87190"/>	<input type="password" value="....."/>	<input type="text" value="Daughter"/>
7. <input type="text"/>	<input type="text"/>	<input type="password"/>	<input type="text" value="-- Choose"/>

enter

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PowerSchool Parent Portal Sign Up

step

3

Now, return to the PowerSchool sign in page and log in with the username and password you created in step two.

Select your students here

View grades, attendance, teacher comments, set up email notifications and check pay school balance here.

Grades and Attendance

Attendance By Class

Exp	Last Week					This Week					Course	Q1	Q2	E1	S1	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F							
1(A)											Concert Choir Rudland, Ronald	A 95	--	--	A 95	0	0
2(A)											Algebra II Genco, Kim	C+ 78	--	--	C+ 78	0	0
3(A)											Debate Ford, Curt	A- 91	--	--	A- 91	0	0
4(A)											Spanish II Mayotte, Kelly	A 98	--	--	A 98	0	0
5(A)							T				Honors U.S. History & Geography Sponsler, Erika	A 96.5	--	--	A 96.5	0	1
6(A)											Biology Rissi, James R	B 86	--	--	B 86	0	0
7(A)											English 10 Messer, Kim S	A- 90	--	--	A- 90	0	0
Attendance Totals															0	1	

Click on a grade to see all recorded assignments for that class.



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