

# Getting Started With PowerSchool

Follow the instructions below for creating a parent/guardian account for PowerSchool.

Need more assistance? View the video or written instructions at <https://ps.glenbard.org>

1. In your web browser, navigate to <https://ps.glenbard.org>
2. Select **Don't have an account yet? Click Here**
3. Enter your information. Use the descriptions below if you need additional information.

Field	Description
First Name	Enter your first name.
Last Name	Enter your last name.
Email	Enter your email address. The email address you enter can be used to send you select information, as well as account recovery.
Desired Username	Enter a username you would like to use when logging into PowerSchool (not your email). The username must be unique from all others usernames in the district.
Password	Enter the password you would like to use when logging into the PowerSchool Parent Portal. The password must be a minimum of 6 characters.

4. **Link your student(s) to your PowerSchool account by entering their information from another sheet in this mailing.** When you are finished, select **Create Account**.

Field	Description
Student Name	Enter the name of the student you want to add to your account.
Access ID	Enter the unique Access ID for the student. (Located on another sheet in this mailing)
Access Password	Enter the unique Access Password for the student. (Located on another sheet in this mailing), <b>Please note that the Access Password is case sensitive.</b>
Relationship	Select your relationship to your student from the drop-down menu.

## Already have a Glenbard PowerSchool Account?

You can add new students to your existing PowerSchool account by clicking on **Account Preferences** in PowerSchool. **You will need an Access ID and Access Password for each new student.** This is available on another sheet in this mailing.

# Getting Started With Schoology

Follow the instructions below for creating a parent/guardian account for Schoology. Need more assistance? Additional Schoology Resources are available at [www.glenbard.org](http://www.glenbard.org)

1. In your web browser, navigate to <https://ps.glenbard.org> to log into PowerSchool.
2. On the left, select **Other Info**. Then you will see the **Schoology Code** for your student. Copy or write down this code.
3. In your web browser, navigate to [app.schoology.com/register.php](http://app.schoology.com/register.php). Select the **Parent** button.
4. Enter the **Access Code** that you copied or wrote down in Step 2. Select **Continue**.
5. Fill out the form with your information. Select **Register** to complete the process.

## Already have a Glenbard Schoology Account?

**Follow Steps 1 and 2 above** to obtain your Schoology Code for your new student.

Then **log into Schoology** and select the **downfacing arrow next to your name** in the top right corner.

Select **Add Child**. Enter the **Schoology Code**. Select the **Use Code** button to complete.