

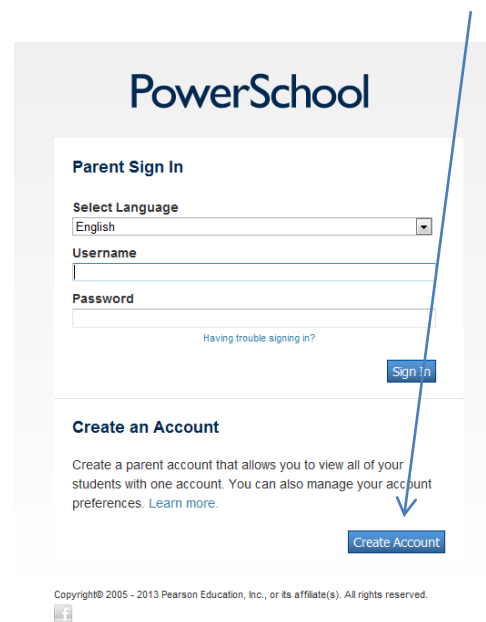
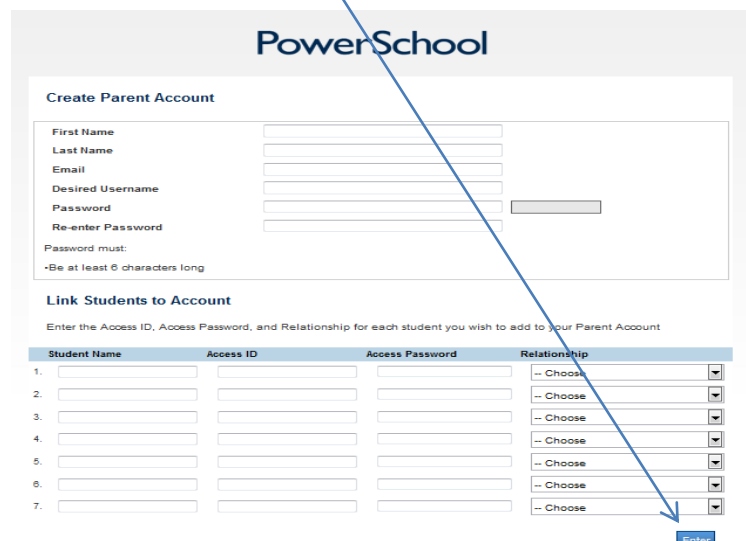
Winston-Salem/Forsyth County Schools PowerSchool Parent Portal features Single Sign on. This feature provides the ability to keep track of all your children in our schools with only one sign-in. Each parent or guardian may have their own personalized login, and parents/guardians will have the ability to retrieve lost or forgotten sign in information.

If you have any questions regarding access to your Parent Portal account, please contact the specific school that issued your child(ren)s Access ID and password.

If you are accessing the Parent Portal for the first time, and you know your Access ID and Password, you can go straight to the Parent Portal link and create your new Single Sign on account:

wsfcs.powerschool.com/public

- Select the Create Account button on the sign in page
- Enter your New Account information in the Create Parent Account Section. Username & Passwords are **case sensitive** and not set to expire. Passwords **must** be 6 characters in length.
- You will need to enter each student name, First and Last, the Access ID and Password (they are **case sensitive**) that were provided to you by each of your child(ren)s school(s) and your relationship to the child.
- If you have additional children that you have the access information for, you may enter them at this time on an additional line.
- Once all information is entered correctly, select enter to create your new login.

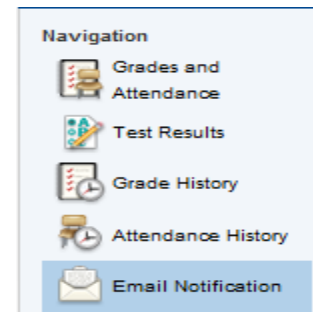



Student Name	Access ID	Access Password	Relationship
1. <input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose --
2. <input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose --
3. <input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose --
4. <input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose --
5. <input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose --
6. <input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose --
7. <input type="text"/>	<input type="text"/>	<input type="text"/>	-- Choose --

- The system will revert back to the sign in page with a message that your account was created successfully.
- You may then login with the username & password that you set.
- You will see all of your children's first names across the top bar, select the child that you wish to see data for and then navigate to the appropriate icon.

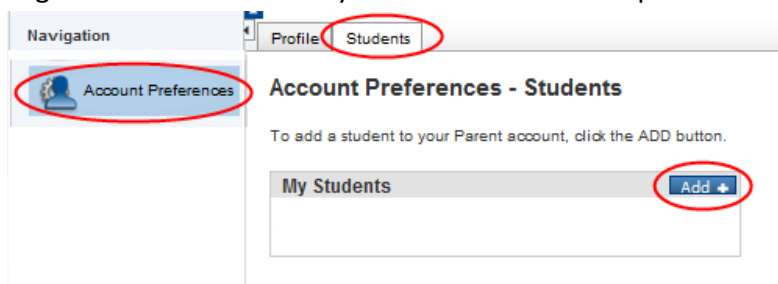
E-mail Notifications: If you wish to receive automated e-mail notification for grades and or attendance, you will need to set these up for your new account.

- Once you have logged into Parent Portal with your new username and Password, you will need to select Email Notification from the navigation menu on the left hand side of the screen.
- Select your e-mail preferences for your currently selected student. If you want all students to have the same preferences, select the “Apply these setting to all your students” checkbox and all of your students will be updated with the same email notification settings.



If you were able to create your account, but all of your children are not associated with your account:

- Verify with the school that you have the correct Access ID and password. These fields are **case sensitive** and must be keyed exactly as they appear in your document.
- Log into Parent Portal with your new username and password.



- Select the Account Preferences Option on the left hand side
- Choose the Students Tab
- Select Add
- Enter Student Name First and Last, Access ID, Access Password & your Relationship to student , then Submit

If you have a Current Parent Portal Account and you do NOT know your child’s Access ID and password, please contact your child’s school for the correct login information. Once you have obtained your access Id(s) and password(s) you may refer back to page one of this document.

If you do not have a Parent Portal Account, you will need to fill out a Parent Portal Login Request form from each school where your child(ren) currently attend. This form will need to be presented to each school with a valid photo ID. Once your identity has been confirmed, an Access ID and password will be generated for you. Refer to page one of this document to create an account (The Access ID and password that you receive are **case sensitive**).