

# Single Sign-On for the Parent Portal

## PowerSchool

From your internet browser go to the PowerSchool Parent Portal: <http://powerschool.almontschools.org>

First thing to do before logging in is:

**Click on- Create Account**

To create a parent/guardian account, you will enter the following information:

- **Name** – Your first and last name
- **Email** – Student notifications and correspondence related to your parent/guardian account will be sent to this email.
- **Desired User Name** – You create your own user name that you want for signing in to PowerSchool
- **Password** – Create a password must be at least 6 characters long

Login

User Name


Password

[Having trouble logging in?](#)

Create an Account

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.](#)

### Create Parent Account

First Name	<input type="text" value="Susie"/>
Last Name	<input type="text" value="Jones"/>
Email	<input type="text" value="sjones@yahoo.com"/>
Desired Username	<input type="text" value="sjones"/>
Password	<input type="password" value="....."/>  Strong
Re-enter Password	<input type="password" value="....."/>

Password must:  
• Be at least 6 characters long

This is where you enter the codes from the letter received.

### Link Students to Account

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

Student Name	Access ID	Access Password	Relationship
1. Tina Jones	<input type="text" value="Jon112"/>	<input type="password" value="...."/>	<input type="text" value="Daughter"/>
2. Jimmy Jones	<input type="text" value="Jon587"/>	<input type="password" value="...."/>	<input type="text" value="Son"/>
3. <input type="text"/>	<input type="text"/>	<input type="password"/>	<input type="text" value="-- Choose --"/>

You will then LINK your account to your student(s)

- Using the *Parent Web ID*, *Access Password* for each student, and your relationship to the student. (his/her information is included in your letter). *The Access ID is case sensitive.*

Once you have created the account and added your child(ren), click Enter. You then will be directed back to a login screen where you will use your new login and password that you just created.

## PowerSchool

Congratulations! Your new Parent/Guardian Account has been created. Enter your Username and Password to start using your new account.

### Login

User Name

Password

[Having trouble logging in?](#)

**Submit**

After logging in you will see the main Parent Portal screen. Across the top you will see a tab for your child(ren). On the left navigation bar there are links to several screens providing information about grades, attendance, email notification, school bulletin, fee balances, honor roll, demographic change, test scores, etc.

Clicking on *Account Preferences* tab in the left navigation bar brings you to an Account Preferences - Profile screen. Here you can change your email, user name, or password.

Selecting the *Students* tab from the Account Preferences screen takes you to a screen where you can add additional children to your account. Once again you will need to know the original *Parent Web Id and Web password* for that student. This information can be acquired from the school secretary.

STUDENTS USER NAME AND PASSWORD ARE AUTOMATICALLY CREATED AND WILL BE LISTED AT THE BOTTOM THE LETTER YOU RECEIVED.

## Parents and Guardians

### You can take advantage of our Text Messaging Service

Our school utilizes the SchoolMessenger system to deliver text messages, straight to your mobile phone with important information about events, school closings, safety alerts and more.

You can participate in this free service\* just by sending a text message of "Y" or "Yes" to our school's short code number.

For **CANADA-BASED** numbers: **978338**

For **US-BASED** numbers: **61569** (see next page for QR code)

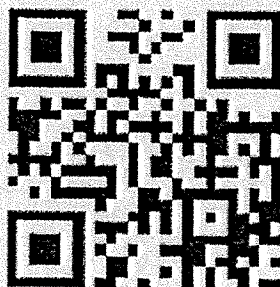
You can also opt out of these messages at any time by simply replying to one of our messages with "Stop".

SchoolMessenger is compliant with the Student Privacy Pledge™, so you can rest assured that your information is safe and will never be given or sold to anyone.



\*if your number is Canada-based.

**Opt-In from  
your mobile  
now!**



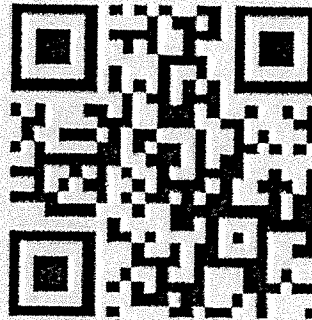
**Just send "Y" or  
"Yes" to  
978338.**

(For Canada-based numbers).

\*Terms and Conditions – Message frequency varies. Standard message and data rates may apply. Reply HELP for help. Text STOP to cancel. Mobile carriers are not liable for delayed or undelivered messages. See [schoolmessenger.com/txt](http://schoolmessenger.com/txt) for more info.

For US-BASED numbers:

**Opt-In from  
your mobile  
now!**



**Just send "Y"  
or "Yes" to  
61569.**

(For US-based numbers).

***Information on SMS text messaging and Short Codes:***

*SMS stands for Short Message Service and is commonly referred to as a "text message". Most cell phones support this type of text messaging. Our notification provider, SchoolMessenger, uses a true SMS protocol developed by the telecommunications industry specifically for mass text messaging, referred to as "short code" texting. This method is fast, secure and highly reliable because it is strictly regulated by the wireless carriers and only allows access to approved providers. If you've ever sent a text vote for a TV show to a number like 46999, you have used short code texting.*



## School Messenger Parent App

Signing up is easy. You can create an account using the main email address our school has on file for you. Our school uses email addresses for each parent or guardian that is listed as **Custody** and/or **Lives With**.

Follow these three steps:

1. Download the SchoolMessenger App from the Apple App Store or Google Play.
2. Enter your email address that the school has on file for you and create a password. You'll need to verify that email before proceeding.
3. After authenticating via your email, return to SchoolMessenger and sign in using the email and password you just verified.

It's that easy!

The App is used to set up how you get messages from the school.

- Once you are signed into the App press the icon in the upper left corner
- Choose Preferences
- Verify contact preferences at the top of the page
- Under Message Preferences choose how you want to be notified.

In the scenario below you will receive a call, text (as long as you have opted in\*) and an email for non-school Hours Emergency's. This is the category we use for snow days. For Attendance you would only get a call. To change your preferences click on each category (ie – Non-school Hours Emergency, School Hours Emergency etc.)

*\*separate set of instructions*

My message preferences

