

PowerSchool Parent Portal

Introduction

Timberlane Regional School District provides parents with PowerSchool Parent Portal. You will need to create an account. If you have more than one child enrolled in the Middle and High School, you will be able to view each child's information without the need for having multiple accounts.

PowerSchool Parent Portal provides access for parents to view Grades and Attendance, contact teachers by email, set up Email Notifications, view Teacher Comments, etc. for their students.

Instructions for Creating a Parent Account

Using any browser, go to address <u>https://timberlane.powerschool.com</u>. You can also select the PowerSchool Parent Portal link located in the Parents section on the Middle School's website. The Sign In screen will have a section at the bottom with the label "Create an Account", as shown below:

Parent Sign In	
Jsername	
Password	
Having trouble signing in?	
S	Sign In
Create an Account	
Create a parent account that allows you to view all of your	
students with one account. You can also manage your ac	iccount

Note: If you have students attending the High School and have previously set up a Parent Portal Account, please proceed to the *Link Students to Account* instructions to add your middle school student(s).

Create Parent Acco	unt		
First Name	Your First Nam	e goes here	
Last Name	Your Last Nam	e goes here	
Email	Your Email Add	dress goes here	
Desired Username	Your Username	e goes here	
Password	•••••		Strong
Re-enter Password	•••••		
Password must:			
•Be at least 6 characters lo	ng		
Link Students to Ac		nip for each student you wish t	o add to your Parent Account
Student Name	Access ID	Access Password	Relationship

Fill in the information requested at the top of the window. For Password, try to mix upper and lower case letters and numbers to arrive at a strong password. The indicator will change as you enter characters.

Link Students to Account

The next step is to link your child's info to your account. Enter your child's name in the Student Name column, row 1. For Access ID and Access Password, enter the information that has been provided to you on your Middle School child's Quarter One Report Card. Finally, select your relationship to the student from the list provided.

If you have additional children enrolled in the Middle School, just continue adding their respective information in rows 2., 3., etc. When completed, scroll to the bottom of the screen and click the Enter button:

9	Student Name	Access ID	Access Password	Relationship
1.	Your child's name goes here.	Child's Access ID	•••••	Mother
2.				Choose
З.				Choose
4.				Choose
5.				Choose
6.				Choose
7.				Choose

You will now see the sign in screen, indicating that your new Parent Account has been created, as shown below:

Congratulations! Your new Parent Account has been created. Enter your Username and Password to start using your new account. Parent Sign In Username	PowerSchool	
Username	nter your Username and Password to start using your new	
	Parent Sign In	
	sername	-
Password	assword	
Having trouble signing in?	Having trouble signing in?	
Sign In	Sign	n

If instead, you see a screen with the message as shown below, it indicates that you did not enter a valid Access ID and/or Access Password. You will need to re-enter the correct information and submit again. (Please note that the Access ID and Access Password are case sensitive.)

PowerSchool	
Create Parent Account	
▲ Password required Name has not been added to your account. Valid student information must be entered	

Updating your Account Profile

Once you have created you parent portal account, you can make changes to you account profile at any time. To do so, select the Account Preferences option from the Navigation section of your screen. Make any desired changes to the Account Preferences – Profile screen shown and click the Save button. See example:

lavigation	Profile Students		
Grades and Attendance	Account Preferences	- Profile	
Grade History	If you want to change the name, e-r	nail address, username or password associated with your Parent :	account, you
dttendance History	may do so below. Please click the c	orresponding Edit button to make changes to your username, or p	bassword.
Email Notification	First Name:		
	Last Name:		
Teacher Comments	Email:		
💕 School Bulletin	Select Language	Select a Language 💌	
	New Username:		
Class Registration	Current Password:	***** 🖉	
My Calendars		Can	cel Save <
School Information			
Account Preferences			

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Account Setup Assistance

If you have any difficulties with setting up your parent portal account, please contact:

Tracy Antczak, Administrative Assistant - Guidance 603-382-7131, ext. 4920 <u>tracy.antczak@timberlane.net</u>