

# How To Create A New Parent Portal Account

1. Access the North Shore Parent Portal by clicking this link:  
<https://powerschool.northshoreschools.org/public/home.html>
2. Click the tab that says "Create Account".

PowerSchool

## Student and Parent Sign In

Sign In Create Account

Username

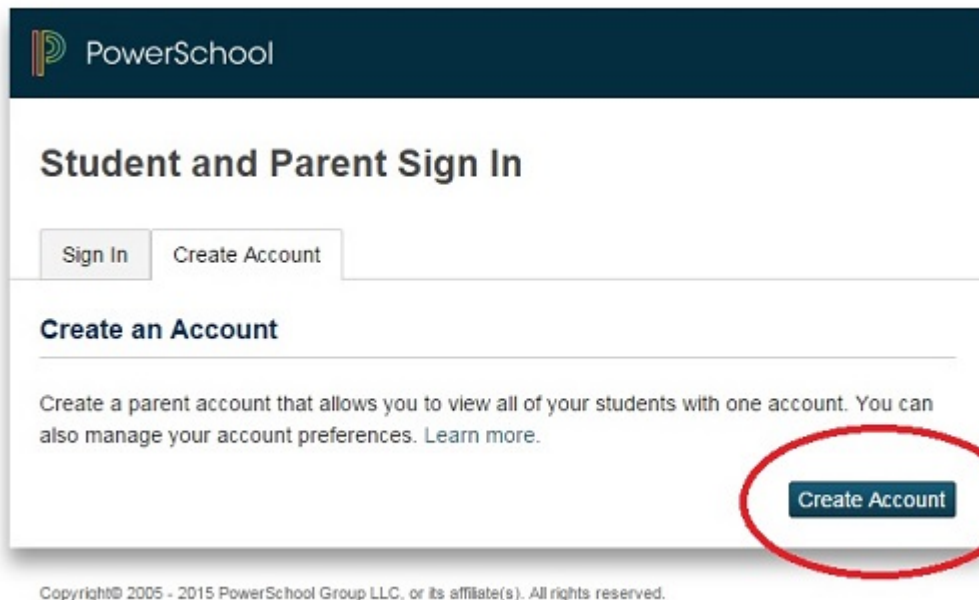
Password

[Forgot Username or Password?](#)

Sign In

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3. Click the "Create Account" button.



4. The “Create Parent Account” form will open. Complete all fields with the following information:

- Parent/Guardian First Name
- Parent/Guardian Last Name
- Parent/Guardian Email Address
- Desired Username (**This is CASE-sensitive** and cannot be your email address)
- Desired Password (**This is CASE-sensitive** and must be at least 6 characters long)

5. Below this you will see an area titled “Link Students to Account”. There are separate areas that can be used if you have to link your account to more than one child. For each child you will need to enter the following:

- Student Name

- Access ID (**This is CASE sensitive**) – Please use the same set of 4-6 capitalized random letters that you were previously using for your child's username prior to this upgrade
- Access Password – Please use the same set of random numbers that you were previously using for your child's password prior to this upgrade
- Relationship (YOUR relationship to the student)
- **NOTE:** If you have multiple children and are missing some of their access ID's or passwords, you can still create the account by entering the information for at least one of your children. The missing information for your other children can be added afterwards in your account's preference settings.

## Create Parent Account

First Name	<input type="text" value="John"/>
Last Name	<input type="text" value="Smith"/>
Email	<input type="text" value="johnsmith@gmail.com"/>
Desired Username	<input type="text" value="JSmith11222"/>
Password	<input type="password" value="....."/> <b>Strongest</b>
Re-enter Password	<input type="password" value="....."/>

Password must: •Be at least 6 characters long

## Link Students to Account

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

1

Student Name	<input type="text" value="Sue Smith"/>
Access ID	<input type="text" value="XYZXYZ"/>
Access Password	<input type="password" value="....."/>
Relationship	<input type="text" value="Father"/> ▼

2

Student Name	<input type="text"/>
Access ID	<input type="text"/>

6. Once all Parent and student information has been filled out, scroll to the bottom of the page and click the “Enter” button.
7. If you receive an error message (forgot to fill in a field, your username or email address are not unique, etc.), you must correct the error(s) AND re-enter the parent password(s) for all students listed. You may then press the enter button again. Continue correcting errors until you see the login screen after clicking the enter button.

The image shows a web form with three identical sections, each starting with a numbered tab (5, 6, and 7). Each section contains the following fields:

- Relationship: A dropdown menu with "-- Choose" selected.
- Student Name: A text input field.
- Access ID: A text input field.
- Access Password: A text input field.
- Relationship: A dropdown menu with "-- Choose" selected.

At the bottom right of the form, there is a blue button labeled "Enter", which is circled in red.

8. Upon successful completion, you will automatically be brought back to the sign in screen.
9. Enter your newly created username and password.
10. Upon successful login, you will be brought to the “Grades and Attendance” page. If you linked more than one child

to your new login, you will see all of their names in tabs at the top left of the portal.