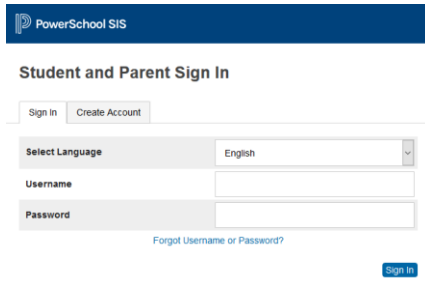


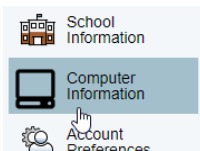
How Parents can change their students' password

1. Login to the web version of Parent Portal.

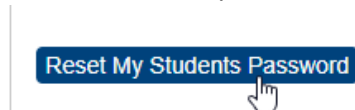


The screenshot shows the PowerSchool SIS login page. At the top is the PowerSchool SIS logo. Below it is the heading "Student and Parent Sign In". There are two tabs: "Sign In" (selected) and "Create Account". Below the tabs is a "Select Language" dropdown menu set to "English". There are input fields for "Username" and "Password". Below the password field is a link that says "Forgot Username or Password?". At the bottom right is a blue "Sign In" button.

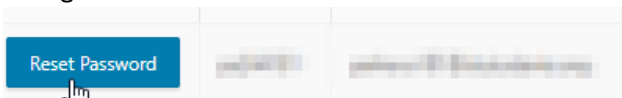
2. Click on the 'Computer Information' Menu Item.



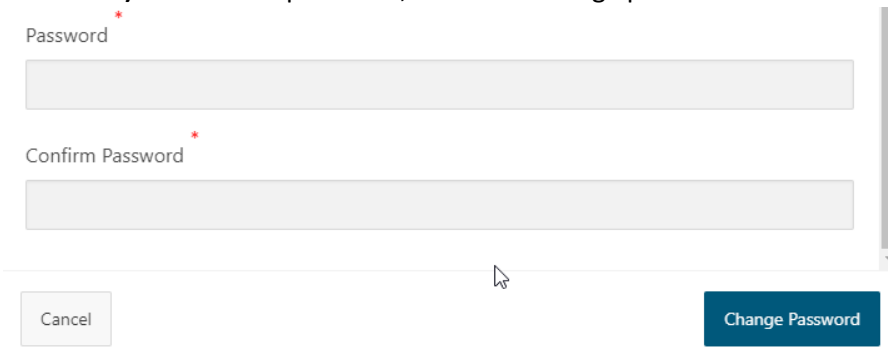
3. Click the 'Reset My Students Password' button.



4. Click the 'Reset Password' button next to the student name whose password you would like to change.



5. Enter a password (**must be 8 characters and the password cannot be the student number or username**) confirm the password, then click change password.



The screenshot shows a password reset form. It has two input fields: "Password" and "Confirm Password". Both fields have a red asterisk next to them, indicating a required field. Below the input fields are two buttons: "Cancel" and "Change Password". A mouse cursor is pointing at the "Change Password" button.