Friendship Public Charter School
GRADES PRE-K3 TO 12

Parent Portal Instruction

Welcome to Unified Classroom (UC), Friendship PCS' new parent portal. The portal will allow parent to access their scholar's grades, courses, attendance, and messages from their teacher.

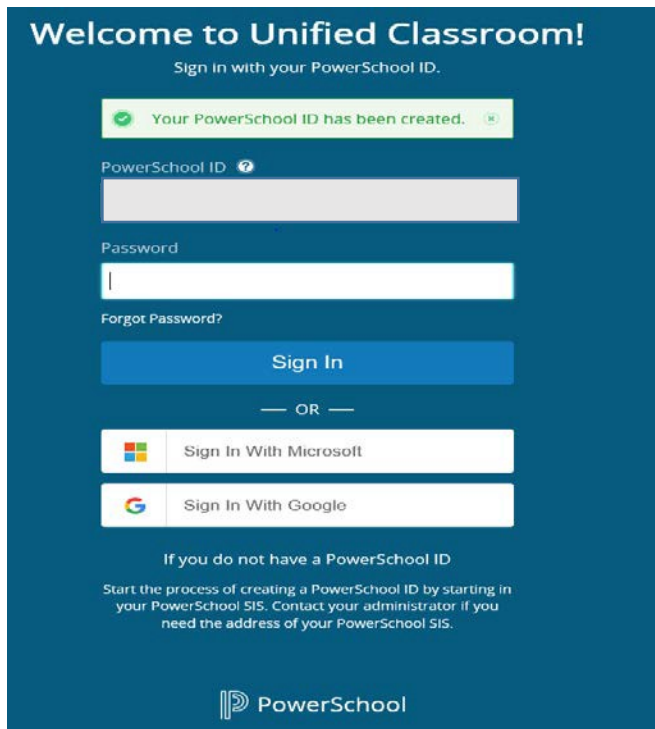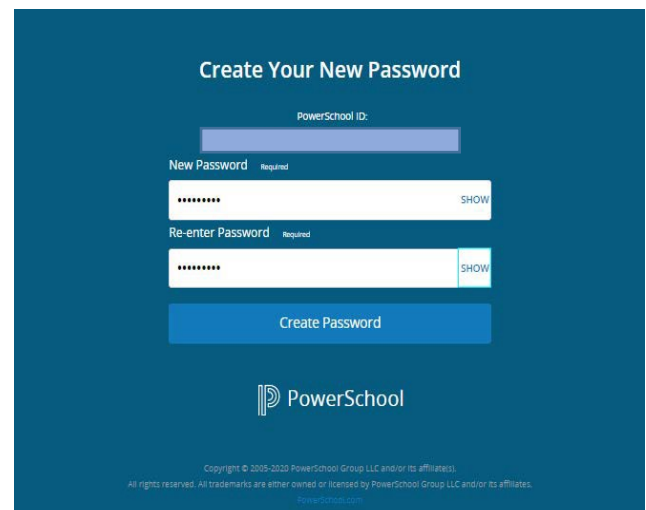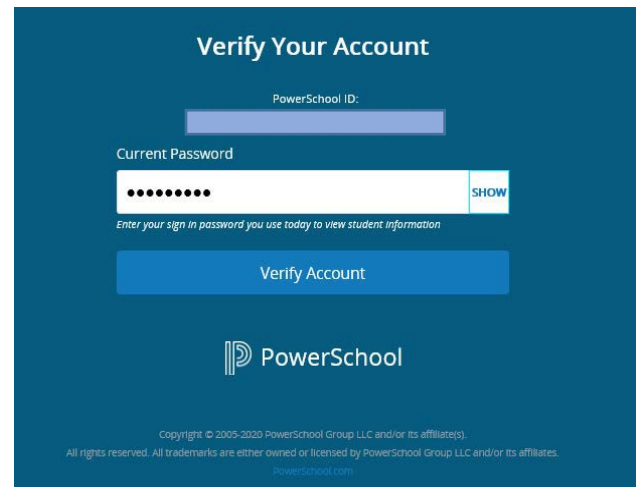## Returning families with a PowerSchool Parent account

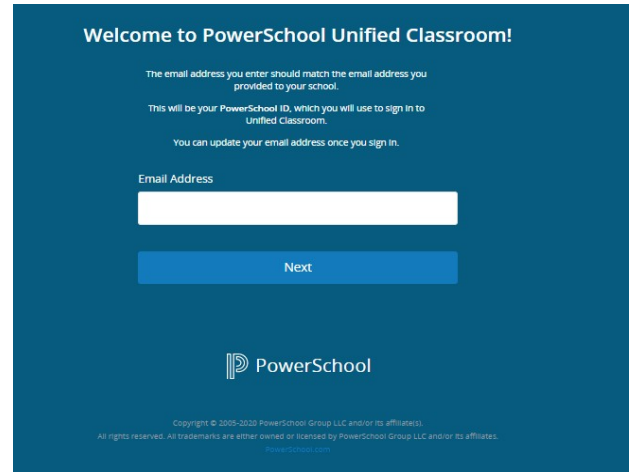**Step 1: Visit** http://classroom.powerschool.com/welcome

Step 2: Enter the email address provided during the creation of your account last school year; the email address must match what is in Friendship PCS system.

Step 3: Verify Your Account: Page will refresh and ask for the current password.

Step 4: Create Your New Password: Page will refresh and request to create a New Password. Enter new password twice and click "Create Password." Page will refresh and state Your Password ID has been created.

Step 5: Log into the system using your PowerSchool ID, which is your email address and your new password you just created. Click Sign In and welcome to UC.

Step 6: URL: http://classroom.powerschool.com

Families who do not have a PowerSchool Parent account

Note: Parents, before you start creating your account, please contact your school front office to obtain your Access ID and Access Password. The information is needed in step 7 when you link your account to your scholar.

Step 1: Visit https://friendshipschools.powerschool.com/public/

Step 2: Create Parent PowerSchool ID: Click Parent Sign In.

Step 3: Page refresh scroll to the bottom of page. **Click "Create an Account here."** Page will refresh.

Step 4: Set Up Your New PowerSchool ID: Enter the required information on the Setup up Your New PowerSchool ID screen. PowerSchool ID (email) should be the email address provided during registration. Record your new created password. Click Create PowerSchool ID

Step 5: That was easy! You're all set. Record the PowerSchool ID and Unified Classroom URL provided; you will need them to log in to Unified Classroom. **Click Continue to Unified Classroom Sign In.**

Step 6: Page will refresh. On the Welcome to Unified Classroom screen, enter your PowerSchool ID and your newly created password and click. **Sign In**.

Step 7: Page will refresh. **Click on the "I have an Access ID".** Enter the student name, your Access ID and Access Password (school should have provided you this information). You have link your account with your scholar. The system will automatically sign you in once all steps are completed.

Adding Other Students

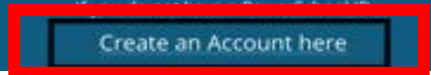Contact your scholar's school to link your account to other siblings.

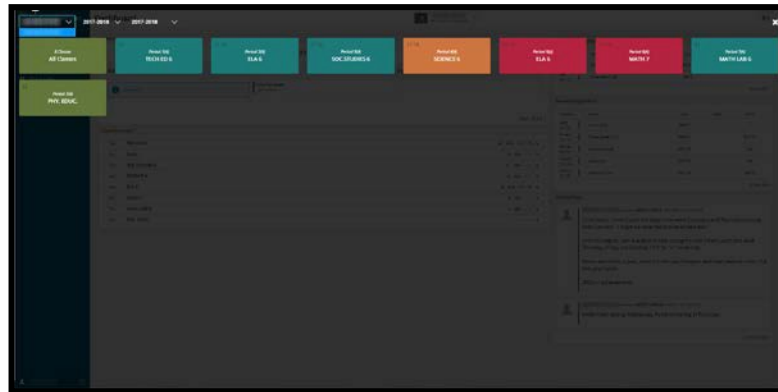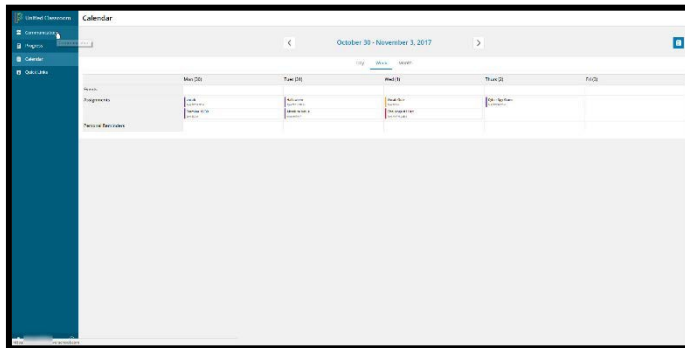## Parent Dashboard Screen

- Course Selector on top of screen.

- Allows you to change your perspective from all classes to just a specific class or a class in a different term. Also allows you to change your student if you have multiple.

- Calendar.
  - It defaults to today's date and different days can be selected using the arrows or the calendar picker.
- The View More link takes you to a weekly view of the calendar that can be modified to show the Daily, Weekly, or Monthly view.
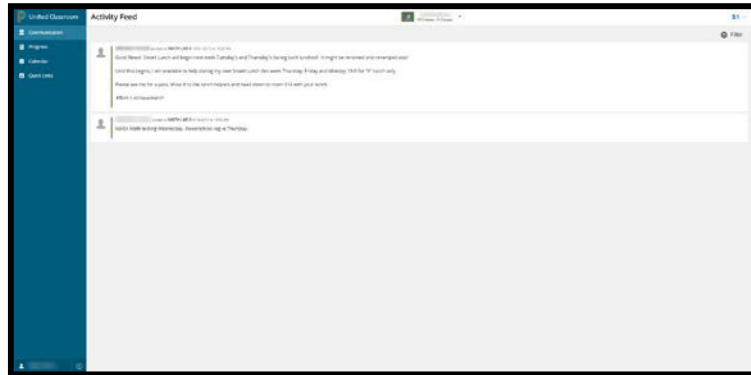

- Allows you to see Events the teacher posts for your student's classes.
- Allows you to see Assignments that are due that day for your student's classes.
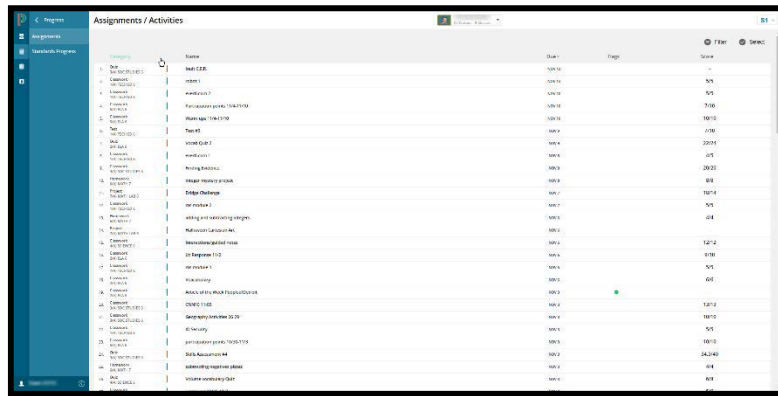- Allows you to create (+ link) and see Personal Reminders for your students.

- Class Overview
  - Shows students full schedule and student's current grade in each section.
- Upcoming Assignments
  - Lists upcoming / future assignments in your student's courses.
  - View All will display all future assignments.
- Recent Assignments
  - Lists past assignments as well as students' scores if the assignments were scored.
  - View All will display all past assignments.
- Activity feed
  - Lists all posts from the teachers to the students.
  - View All will take you to a full-page screen of the Activity Feed.
- Left Navigation icons

- Communication
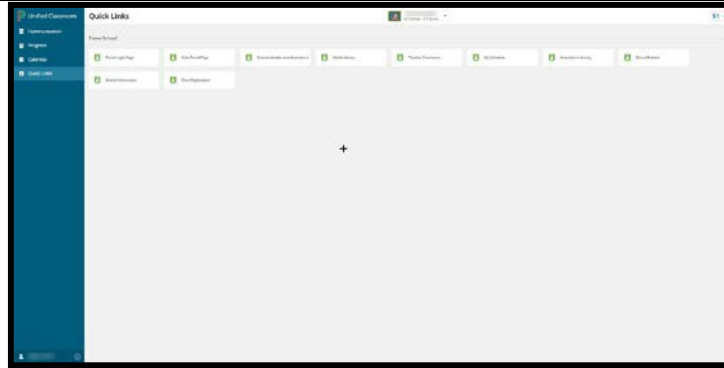 - Full page view of Activity feed.

- Progress
  - Assignments
    - Full page view of all Assignments / Activities.
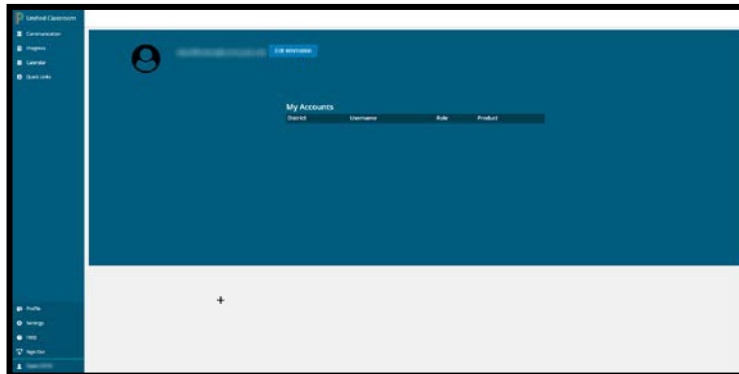

  - Standards Progress
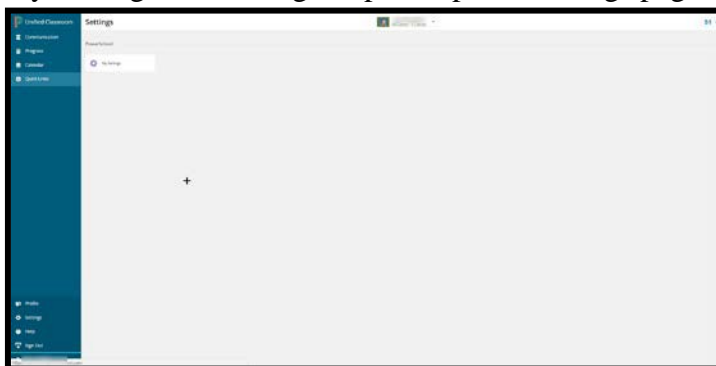   - Takes you back to original portal and to the Standards Progress page.

- Quick Links
  - Displays links to different pages from the original parent portal.

- o Click on user name on bottom left corner.
  - Profile
    - Displays account information.
    - The Edit information button allows you to change the first name and last name associated to the account, but not the username.

  - Settings
    - My Settings link to original parent portal settings page.

  - Help
    - Link to all help documentation for Students and Parents.