

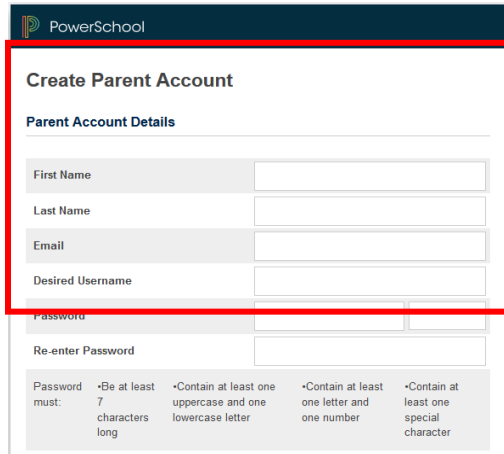
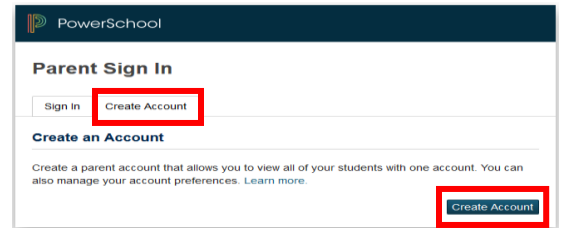


# Creating PowerSchool ParentPortal and SchoolMessenger Accounts

## Logging in to the ParentPortal

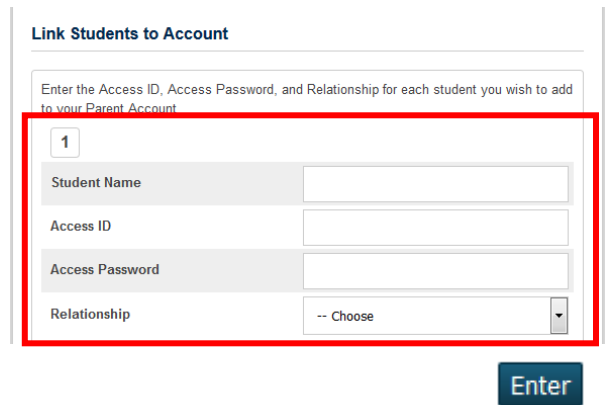
Creating a PowerSchool ParentPortal Account is as easy as 1-2-3. To begin you will need a ParentPortal letter from your child’s school that has an Access ID and Access Password assigned to the child. Then proceed to the district webpage <https://www.fcschools.net/pages/FCSchools>. Scroll to the Parent Links Section found on the left side of the webpage and Click on PowerSchool ParentPortal.

1. The set-up of an account requires a unique username and password to access individual student information. To create an account, click on the Create Account tab and then the Create Account button.



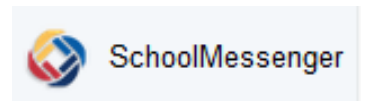
2. Parents/Guardians need to complete the information to create their own portal account. A first name, last name, email address, desired username, and password must be entered.

3. After entering the new account information please enter the child’s name and Access ID, Access Password, and your Relationship to the child. You can add up to seven children at one time. After entering all your Access IDs and Passwords scroll down to the bottom and click Enter.

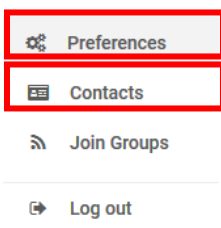


## Logging in to SchoolMessenger/Launching FindOutFirst

Once you have created your ParentPortal Account click on the SchoolMessenger Icon found under Navigation on the left side of the page. This is where all the FindOutFirst communication from your child’s school and the district will be stored.



1. Click on the Menu icon in the top left corner (Three White Lines).



2. Click on Preferences. FindOutFirst is how Franklin County Schools keeps you up to date with news and events. Please keep your contact information up to date and review it in this tab. Click the Add More button to add additional phone numbers and email addresses. You can also set how the school contacts you on this page. You can select or deselect phone, SMS, or email for any type of message.

3. Click on Contacts. Verify that your child(ren) are displayed. If not, please let the school office know.

4. Download the SchoolMessenger App from your preferred app store.