

# Single Sign On for PowerSchool's Parent Portal

From your Internet browser go to the PowerSchool Parent Portal:  
<https://ps.delcomschools.org/public>

First thing to do before logging in is:

## Create An Account

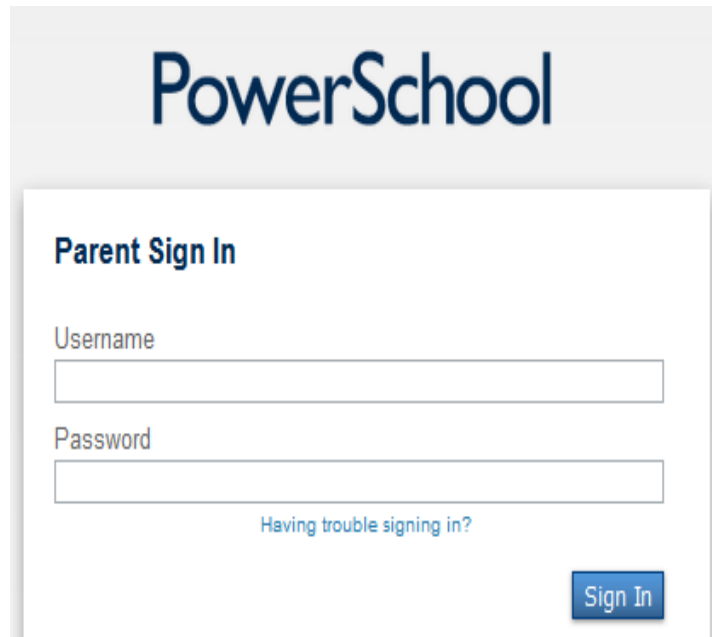
To create a parent/guardian account, you will

Enter the following information:

- **Name** – Your first and last name
- **Email** – PowerSchool student notifications and correspondence related to your guardian account will be sent to this email.
- **Desired User Name** – Your username will be your unique PowerSchool login.  
*Note: Do **not** use your email address as a username.*
- **Password** –Your password must be at least 6 characters long.
- **Student Access Information** – Information for a minimum of one student. This includes the **Parent Web ID and Access Password** for each student and your relationship to the student. **Reminder: the Access ID is case sensitive.**

Student Name	Access ID	Access Password	Relationship
1. Jerry Brown	Fer480	*****	Mother
2. Joey Brown	Jax380	*****	Mother
3.			- Choose
4.			- Choose
5.			- Choose
6.			- Choose
7.			- Choose

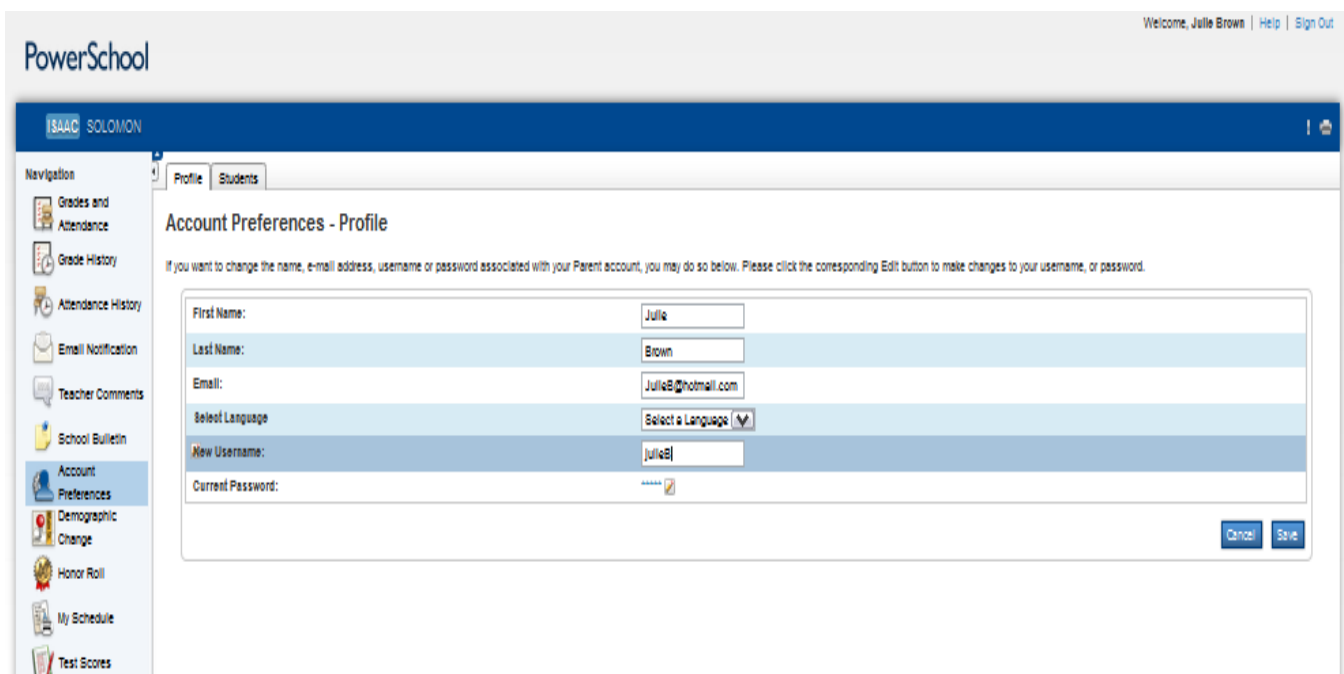
Once you have created the account and added your child(ren), click Enter. You then will be directed back to a login screen where you will use the **new login and password** that you just created:



The image shows the PowerSchool Parent Sign In screen. At the top, the PowerSchool logo is displayed in a large, blue, sans-serif font. Below the logo, the text "Parent Sign In" is centered in a bold, blue font. Underneath, there are two input fields: "Username" and "Password", each with a corresponding text box. Below the password field, there is a link that says "Having trouble signing in?". At the bottom right of the form, there is a blue button labeled "Sign In".

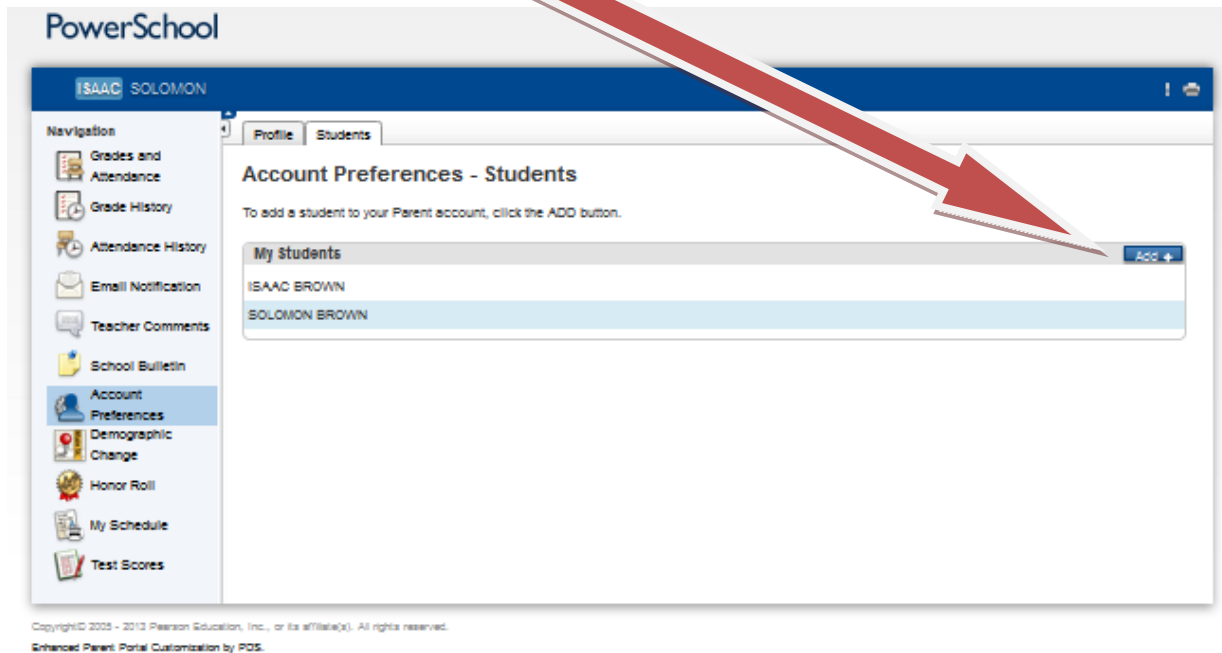
After logging in you will see the main Parent Portal screen. Across the top you will see a tab for your child(ren). On the left navigation bar there are the usual links to screens providing information about grades, attendance, email notifications, school bulletins, etc.

Clicking on **Account Preferences** tab in the left navigation bar brings you to an Account Preferences-Profile screen. Here you can change your email, username, or password.



The image shows the PowerSchool Account Preferences - Profile screen. At the top right, there is a welcome message: "Welcome, Julie Brown | Help | Sign Out". Below this, the PowerSchool logo is visible on the left. A navigation bar at the top contains the text "SAAC SOLOMON" and a user icon. On the left side, there is a "Navigation" menu with various icons and labels: Grades and Attendance, Grade History, Attendance History, Email Notification, Teacher Comments, School Bulletin, Account Preferences (highlighted), Demographic Change, Honor Roll, My Schedule, and Test Scores. The main content area has tabs for "Profile" and "Students". The "Profile" tab is active, and the title "Account Preferences - Profile" is displayed. Below the title, there is a message: "If you want to change the name, e-mail address, username or password associated with your Parent account, you may do so below. Please click the corresponding Edit button to make changes to your username, or password." Below this message is a form with several fields: "First Name" (Julie), "Last Name" (Brown), "Email" (JulieB@hotmail.com), "Select Language" (a dropdown menu), "New Username" (julieB), and "Current Password" (masked with asterisks). At the bottom right of the form, there are "Cancel" and "Save" buttons.

Selecting the **Students tab** from the Account Preferences screen takes you to a window where you can add additional children to your account.



Once again you will need to know the original **Parent Web ID and Web Password** for that student. If you do not have the account information, you can visit the school office to obtain that information. If you have trouble setting up your account, you may call the school office or email [jbrown@delcomschools.org](mailto:jbrown@delcomschools.org).