



PowerSchool Registration, Parent/Student Account Login, District Code, Passwords, and FAQ

Q: What is the PowerSchool Student Portal?

A: The student portal is an online portal accessible anywhere on the web that students can log in to and see their grades, assignments, scores, attendance, schedules, school bulletin, and more. Students will be given account information at their school once they start attending. Note: Currently, only students in grades 4-12 receive student accounts for PowerSchool.

Q: What is the PowerSchool Parent Portal?

A: The parent portal is an online portal accessible anywhere on the web that parents can log in to and see all of their children in one place, their grades, assignments, scores, attendance, schedules, and school bulletins for each school your children attend. If you have one student in middle school and one in high school, parents will see bulletins for both the middle school and high school.

Q: How do I find PowerSchool for Students URL?

A: The URL for the student portal is:

https://ps-of.metasolutions.net/public

Q: How do I find PowerSchool for Parents URL?

A: The URL for the parent portal is: https://ps-of.metasolutions.net/public

Q: What is PowerSchool Registration?

A: PowerSchool Registration is the site used for initially enrolling your student in the district and for reverifying key student information and approvals for returning students each year. <u>While independent</u> of the PowerSchool Parent Portal, this account is linked one time with the PowerSchool Parent Portal once it has been created.

To complete the linking process you will need to remember the email address and password used to login to the Registration Account.

Note: New Student Registration must be done via the school/district web portal at:

Olmsted Falls New Student Registration

Returning Student Registration will be done through the Parent Portal. If asked to link the parent portal and registration accounts, use the email address and password of the registration account to complete this step.

Q: How do I log into PowerSchool? How can I find my account information?

A: Upon registration of each student you will be given access information to create a parent account and add the student to your account.

□ This information will appear on a printed letter you receive for each student you have enrolled in the district.

To log in for the first time:

- 1. Access the Parent or Student Portal. <u>https://ps-of.metasolutions.net/public</u>
- 2. **Create an Account.** Once in the Parent or Student Portal, you will need to create an account. Be sure to store your username and password in a secure manner.
- 3. Add your students. Use the Access ID and password from the for each of your students to link them to your account.

Once you have created an account:

- 1. Visit the Parent or Student Portal <u>https://ps-of.metasolutions.net/public</u>
- 2. Enter your username and password

Q: What is the District Code?

A: The District Code is used to establish connection via the mobile app. The District Code for Olmsted Falls City Schools is: <u>GSZN</u>

Q: How do I reset my password?

A: Students should contact their school to reset their password. Parents can reset their password through the website as long as the district has enabled this feature. If you encounter any difficulties with the following instructions, please reach out to your school or district for further assistance.

To reset passwords from your school's web portal:

1. Click the link Forgot Username or Password

- 2. Enter the username and email address for your account, then click Enter
- 3. You should receive the email as an email from your school. If you aren't seeing the email, check your Junk or Spam folder
- 4. Click on the password reset link in the email you receive.
- 5. Enter a new password
- 6. Log in to the website to verify the password has been successfully reset and is working
- 7. Log in to the app

Q: How can I add a second student to my parent account?

A: If you have more than one student attending the same school, or if you were advised to use the same District Code or web address, you can add these students to your account through the web portal.

To add a student via the web portal:

- 1. After signing in to the web portal, click Account Preferences on the left menu
- 2. Under Account Preferences, click on the Students tab
- 3. Now click on the Add + button and follow the necessary steps

If your students are accessed through different District Codes or websites, you will need to sign out and then back in to view each student, as the District Code is a part of your credentials and assists the app in determining which server to reach out to when verifying your username and password.

Q: How can I change the email address for my parent account?

A: This can be changed through your school's web portal.

- 1. After signing in to the web portal, click Account Preferences on the left menu
- 2. Select the Profile tab
- 3. Change email entered on this page and click Submit

Note: Your district may have disabled the setup screen. If so, please contact your school administrator directly. Student emails should be changed by contacting the school as well.

<u>Q: When I try to look at a particular feature, such as GPA, I'm seeing a message stating the feature is</u> <u>"disabled." How can I fix this?</u> **A:** Features such as GPA, assignment grades, and schedule are configured on a school-by-school basis by your school district's PowerSchool administrators.

If you believe a feature may have been disabled or left disabled unintentionally, reach out to your district and let them know. Your school district's PowerSchool administrators can contact support directly if further assistance is needed to make changes.

Q: What is the PowerSchool Mobile App and how do I download it?

WHILE THE MOBILE APP CAN BE USED FOR MOST ACTIVITIES, IT DOES HAVE LIMITATIONS. FOR INSTANCE, YOU CAN NOT ACCESS THE AREA TO VIEW THE PRINTABLE REPORT CARD OR COMPLETE RETURNING STUDENT REGISTRATION WITH THE MOBILE APP. FOR THESE ACTIVITIES YOU MUST USE A BROWSER ON THE MOBILE DEVICE AND ACCESS POWERSCHOOL LIKE YOU WERE USING A COMPUTER.

A: The PowerSchool Mobile App gives parents and students instant access to information they need to stay up-to-date on student grades, performance, and attendance.

- Receive real-time push notifications with updates about grades, scores, attendance, assignments, teacher comments, daily bulletins, schedules, and fee transactions
- Access all of your children in one portal
- View grades, assignments, attendance, GPA, and more
- View announcements from schools
- Designed for iPhones/iOS, tablets, and Google/Android devices

Download the app from the <u>Apple App Store</u> or <u>Google Play for Android</u> devices.



Q: How do I use the PowerSchool Mobile App?

A: Watch our quick video on how to use the PowerSchool app. Find out how to check grades, add students, and more.

WATCH VIDEO

<u>Q: When I try to sign in on the app I'm getting the error "Invalid Username or Password." How can I</u> resolve this?

A: First, log into your school's website. While you are there, double-check the district code.

If you are able to log into the website, but not the app, this may be due to a capitalization error. The website is not case sensitive in the username field, but the app is. If your school supports resetting your password via the website, you can check your username in a similar fashion. You can also check with your school to determine the correct capitalization.

To request your exact username:

- 1. Navigate to your school's web portal
- 2. Click the link Forgot Username or Password?
- 3. Click on the Forgot Username? tab
- 4. Enter email address, and click Enter
- 5. You should receive an email from your school with the correct capitalization of your username.

If you have verified the capitalization and can sign in via the website, send us an email at <u>mobile.support@powerschool.com</u>, noting the steps you have taken so far.

Q: How do I join the PowerSchool Mobile Testing Team?

A: PowerSchool is the leading K-12 edtech software company, and we're seeking your input! We're building a committed group of parents and students willing to test upcoming releases when they are available.

Sign up today to be part of our future testing group!

JOIN THE TESTING TEAM