



# Parent Guide to Accessing Student Information with “Single-Sign-On” in PowerSchool

Dear Parents,

Over the years, parents of multiple children said that it’s inconvenient to have to login separately for each child. With the latest version of PowerSchool, there is new functionality that will let you look at information on all your kids in one place. This PDF guide will show you how to set it up. (You follow this guide no matter how many kids you have.)

The previous method for accessing student information has been replaced with “Single-Sign-On”. You’ll be able to create a single “parent” account (Mom and Dad can each have separate accounts), and then provide the information to link your children’s information to your parent account. You set the username and password.

*This guide assumes that you have the previous login information for each of your children.* If this isn’t true, the process is unclear, or you just need some help, don’t hesitate to contact your child’s school. They have instructions on how to assist you in using this new feature.

To begin, go to <http://98.188.38.163/public/>, and click on the “Create Account” button.

The image shows a screenshot of the PowerSchool website's login and account creation interface. At the top, the "PowerSchool" logo is displayed in blue. Below the logo, there are two main sections. The first section is titled "Login" and contains two input fields: "User Name" and "Password". Below the "Password" field is a link that says "Having trouble logging in?". A "Submit" button is located at the bottom right of the login section. The second section is titled "Create an Account" and contains a paragraph of text: "Create a parent/guardian account that allows you to view all of your students with one login account. You can also manage your account preferences. [Learn more.](#)". A "Create Account" button is located at the bottom right of the "Create an Account" section.

The next screen you see will look like this. Create a username and password, and then fill out the information on each of your children.



**Create Parent/Guardian Account**

<b>First Name</b>	<input type="text" value="Super"/>
<b>Last Name</b>	<input type="text" value="Parent"/>
<b>Email</b>	<input type="text" value="superparent@yahoo.com"/>
<b>Desired User Name</b>	<input type="text" value="superparentlogin"/>
<b>Password</b>	<input type="password" value="*****"/> <span style="background-color: #f00; width: 20px; height: 10px; display: inline-block;"></span> <b>Weak</b>
<b>Re-enter Password</b>	<input type="password" value="*****"/>

**Link Students to Account**

Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent/Guardian Account

Student Name	Access ID	Access Password	Relationship
1. SuperKid1	ParentLoginFromSuperKid1	*****	Mother, natural/adoptive ▾
2. SuperKid2	ParentLoginFromSuperKid2	*****	Mother, natural/adoptive ▾
3. Superkid3	ParentLoginFromSuperKid3	*****	Mother, natural/adoptive ▾
4. Superkid4	ParentLoginFromSuperKid4	*****	Mother, natural/adoptive ▾
5.			-- Choose ▾
6.			-- Choose ▾
7.			-- Choose ▾

Click “Enter” when you are finished, and if all your information is correct, and the username is available, you’ll be greeted with this screen. Your new account should be permanent and last as long as your children are enrolled in the district.

If you need further assistance, your school's office staff can help you get up and running. If you have any comments or feedback, feel free to contact me at 329-9000 x107 or [nelsonj@saintalbertschools.org](mailto:nelsonj@saintalbertschools.org)

Thanks for using our system!

Joy Nelson  
 Director of Technology  
 Saint Albert School District



Congratulations! Your new Parent/Guardian Account has been created. Enter your Username and Password to start using your new account.

**Login**

**User Name**

**Password**

[Having trouble logging in?](#)