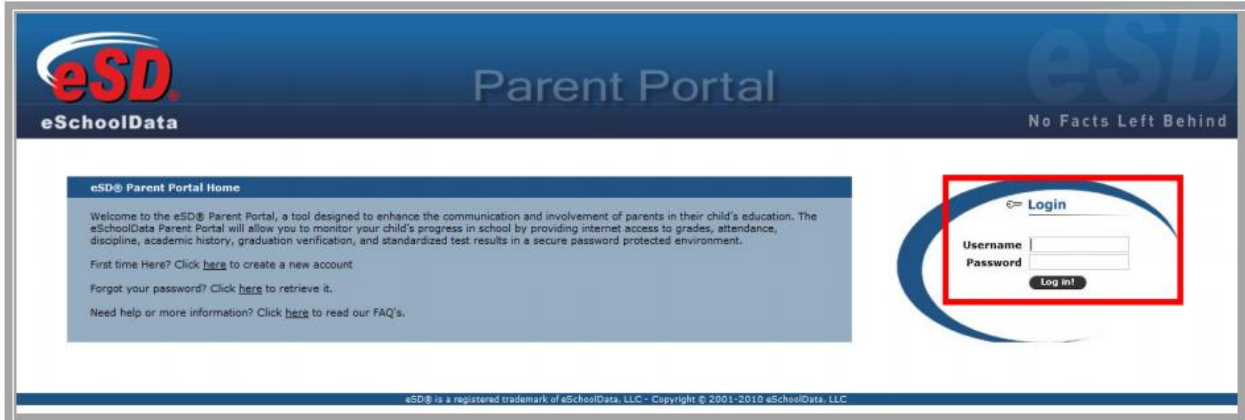


## Step 1. ACCESS THE PARENT PORTAL WEB PAGE

Navigate to: <https://parentportal.eschooldata.com>

## Step 2. LOGIN AND AGREE TO TERMS

Enter your generic Username and Password provided by the district; click the “Log in” button.



Upon your first login, you will be prompted to read district terms and conditions. Click the “I Agree” button at the bottom of the screen to agree. Parents/Guardians will be prompted to agree to district terms each time the terms have been amended.



### Step 3. CHANGE PASSWORD AND ENTER AN EMAIL ADDRESS

You will be required to establish a new password and enter a primary email address. Flag the checkbox if you wish to use the email address as the account username.

**Please Note:** Users are NOT permitted to use the same email address for more than one Parent Portal account. If parents/guardians have separate accounts, they must each use a unique email address.



The screenshot shows the Parent Portal interface with a blue header containing the eSD logo, the slogan "No Facts Left Behind", the text "Parent Portal", and the eSchoolData logo. A central message box states: "You must change your password for first login." Below this is a form with four input fields: "Old Password", "New Password" (with a note: "(should be a minimum of 8 characters with at least 1 number)"), "Confirm Password", and "Primary Email Address". A checkbox next to the email address field is labeled "Use this E-Mail address as your User Name". At the bottom of the form are "Save" and "Close" buttons.

### Step 4. ACCESS STUDENT INFORMATION

Click on your student's ID number link to view student specific information!