

DataConnect Public Portal

Introduction & Purpose

The DataConnect Public Portal is an online tool that enables parents and students to become informed and involved partners in Education. The Public Portal can keep you informed about what's happening at school, track your children's progress, and provide you with 24/7 online access to your children's teachers & classes.



The Public Portal gives Parents/Guardians the very latest student information including:

- Attendance
- Student Schedules
- Class descriptions
- Assignments
- Assignment criteria
- Grades & Assessments
- Teacher comments
- School bulletins

Please Note: Parents/guardians and students agree and understand that the DataConnect Public Portal is offered on a best effort basis. The District cannot troubleshoot home computer issues. Users are responsible for resolving any technical issues encountered when trying to access this system. However, if you experience any further problems with our PowerSchool system, please contact your School Administrator.

Single Sign-on Setup:

DataConnect's Public Portal uses a single sign-on process for parents/guardians, which means you now have your own individual parent/guardian account, including your personal user name and password. Your child's school will provide you with a letter* (one letter for each of your children) that contains the following information for your child:

- The Public Portal internet address
- Step-by-step directions of how to create your parent account
- How to link children to your account using the Student Access ID & Password
- How to add a student to an existing parent/guardian account

Working with Student Access IDs & Passwords

Create an Account

Follow these steps to create an account for the Parent Portal and Link your child(ren) to your account.

1. Enter the website address into your browser (e.g. Internet Explorer, Firefox etc.)
2. Click on **Create an Account**. PLEASE NOTE: For your INITIAL login, it is very important to click **Create an Account**. **The Student Access ID and Access Password provided to you on the letter from your school is not your Username or Password to log into the Parent Portal**. You will create your own unique username and password following steps 5 and 6 below.
3. Enter your first and last name.
4. Enter your email address; this is the email address to which all notices from the school are sent. PLEASE NOTE: You must enter a valid email address to create an account.
5. Enter a user name of your choice, which you will use each time you Sign-In to the Parent Portal.



6. Create a password, your password must include at least:

- A minimum of 8 characters
- 1 upper case letter
- 1 lower case letter
- 1 number
- 1 special character; special characters are the keyboard characters not defined as letters, numerals or spaces. They include ` ~ ! @ # \$ % ^ & * () _ - + = { } [] \ | : ; " ' < > , . ? /

7. Password tips:

- Do not write your password down
- Do not share your password with anyone.
- Do not use common words or information about you that can be easily obtained about you. This includes usernames, birthdates, license plates, telephone numbers, etc.

Linking Children to Your Account

The children you can link to your account may be your own children, foster children or any child under your guardianship.


- Enter the name of your child exactly as it is printed on the letter from the school, each child on a separate line
- Enter the **Student Access ID** for each child, as per the letter from the school
- Enter the **Access Password** for each child, as per the letter from the school
- Select, from the list, your relationship to the child
- Click **Enter**. Any parent or guardian who receives a letter from the school may choose to set up their own account to monitor their children's attendance and progress.

Parent Sign-off

Please note: While stringent security protocols are enforced to mitigate the risk of unintentionally exposing student information to the internet, any information hosted on websites or e-mailed has the potential to be viewed/accessed by other Internet users. Parents & students are advised to consider this possibility and strictly adhere to the *Acceptable Computer Use Policy* guidelines.

What is the process prior to issuing Student Access IDs & Passwords?

- Registered Student Contact in PowerSchool
- Student Legal first & last name provided and valid
- Student Middle name valid, if provided
- Student's birthdate provided & valid
- NBEN valid, if provided
- Student's mother's maiden name is provided & valid
- Valid Picture ID*



The screenshot shows the PowerSchool website interface. At the top, there is a blue header with the 'PowerSchool' logo. Below the header is a 'Notice' section with a paragraph of text. Underneath the notice are two buttons: 'Sign In' and 'Create Account'. The main content area is titled 'Student and Parent Sign In' and contains a form with two input fields: 'Username' and 'Password'. Below the password field is a link that says 'Having trouble signing in?'. A blue 'Sign In' button is located at the bottom right of the form. At the bottom of the page, there is a copyright notice and a list of links for more information.

PowerSchool

Notice

By accessing this site, you implicitly accept that you are subject to all provincial and school district policies and regulations related to information communication technologies and acceptable computer use, as well as the Right to Information and Protection of Privacy Act in regards to student privacy.

[Sign In](#) [Create Account](#)

Student and Parent Sign In

Username

Password

[Having trouble signing in?](#)

[Sign In](#)

Click here for more information:

- [Right to Information and Protection of Privacy Act](#)
- [Education Act Sect 54: Pupil Records](#)
- [Policy 710: Release of Students & Access to Student Information](#)
- [Policy 311 B: Posting & Release of Student Information](#)
- [Policy 311 C: Acceptable Computer Use policy](#)

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