


# How To Create A Parent Access Account

In order to create a Parent Access account, you must have an Access Account ID and Access Password for each student you wish to add to your account. This information will be provided to you when you turn in your signed Acceptable Use Form.

Visit this Internet Web Site: <http://ps.gilesk12.org/>

**Login**

User Name

Password

[Having trouble logging in?](#)

**Create an Account**

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.](#)

Click on the Create Account button. In the future after your account is created, you will login by entering your User Name and Password at the top of the screen.



## Create Parent/Guardian Account

Enter the following information:

- First Name
- Last Name
- Email Address
- Desired User Name – This is the name you will use to log in to the system in the future. (Do not use your email address. User Names must be unique from all other users.)
- Password and Re-Enter Password. The gauge on the right lets you know the strength of your password choice.

## Link Students to Your Account

The following information is required for each student you wish to add to your account:

- Student's Name
- Access ID
- Access Password
- Your relationship to the student

Click Enter when done.



Create Parent/Guardian Account			
First Name	<input type="text"/>		
Last Name	<input type="text"/>		
Email	<input type="text"/>		
Desired User Name	<input type="text"/>		
Password	<input type="password"/>	<input type="text"/>	
Re-enter Password	<input type="password"/>		
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. <input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose <input type="button" value="v"/>
2. <input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose <input type="button" value="v"/>
3. <input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose <input type="button" value="v"/>
4. <input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose <input type="button" value="v"/>
5. <input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose <input type="button" value="v"/>
6. <input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose <input type="button" value="v"/>
7. <input type="text"/>	<input type="text"/>	<input type="password"/>	-- Choose <input type="button" value="v"/>
			<input type="button" value="enter"/>

**Login**

User Name

Password


[Having trouble logging in?](#)








← You can now access your Parent Access account information. Enter the User Name and Password you created in the above step and click the Submit button.

**Create an Account**

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.](#)

If you have more than one student, you will notice there will be a tab for each student you've added to your account. Change students by clicking their tab.



Student Tabs

Parent Name Last Login: 3/24/2011 at 4:03 PM

Grades and Attendance

Standards Grades

**Grades and Attendance**

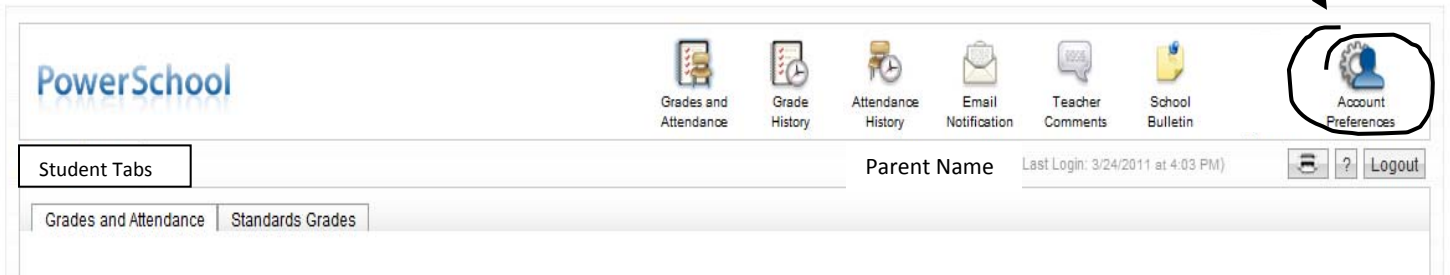
Attendance By Class

Exp	Last Week					This Week					Course	P2	P3	S1	P4	P5	Y1	Absences	Tardies
	M	T	W	H	F	M	T	W	H	F									
HR(A)	.	.	.	.	.	.	.	.	.	.	Homeroom 09	--	--	--	--	--	--	0	0
P1(A)											Phys Ed 9							0	0
P2(A)											Spanish 1							0	0
P3(A)											English 9CP							0	0
P4(A)											Earth Sci							0	0
P5(A)											Algebra 1							0	0
P6(A)											World Hist 1							0	0
P7(A)											Wghtlifting							0	0
P8(A)											Lunch	--	--	--	--	--	--	0	0
											<b>Attendance Totals</b>						0	0	

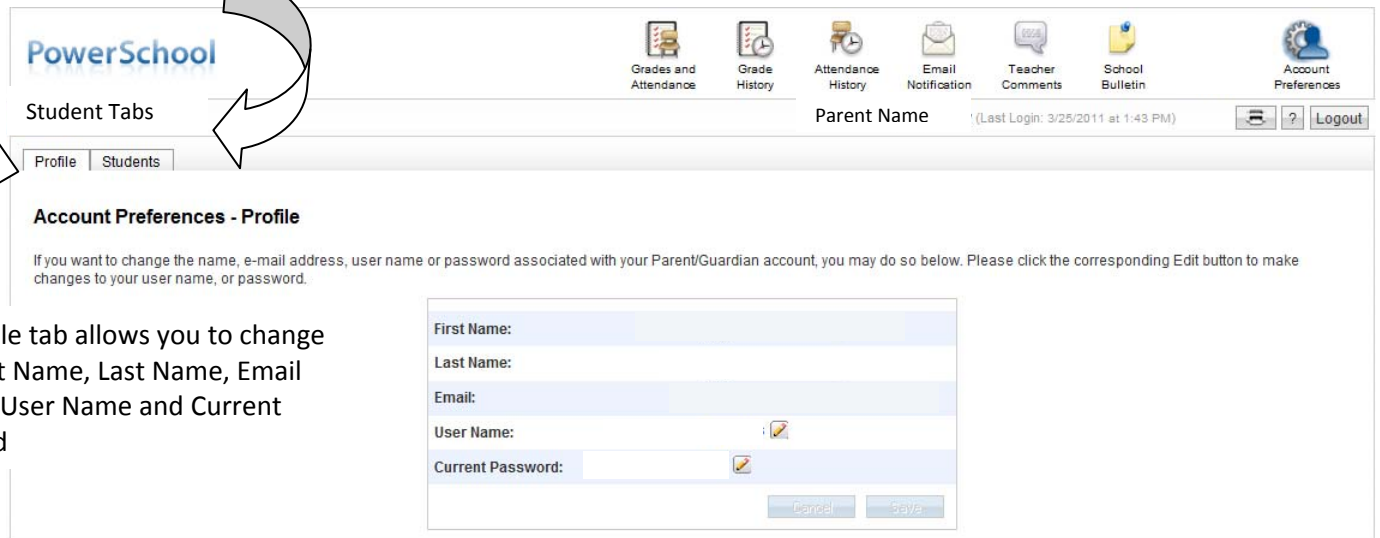
Current Weighted GPA (P5): 3.00

[Show dropped classes also](#)

To Add a Student to your Account OR to Change your Name, User Name or Password, click on Account Preferences.



Click the Students Tab to add another student to your account. Students can attend different schools, however, you must have their Access ID and Access Password to add them to your account.



The profile tab allows you to change your First Name, Last Name, Email address, User Name and Current Password