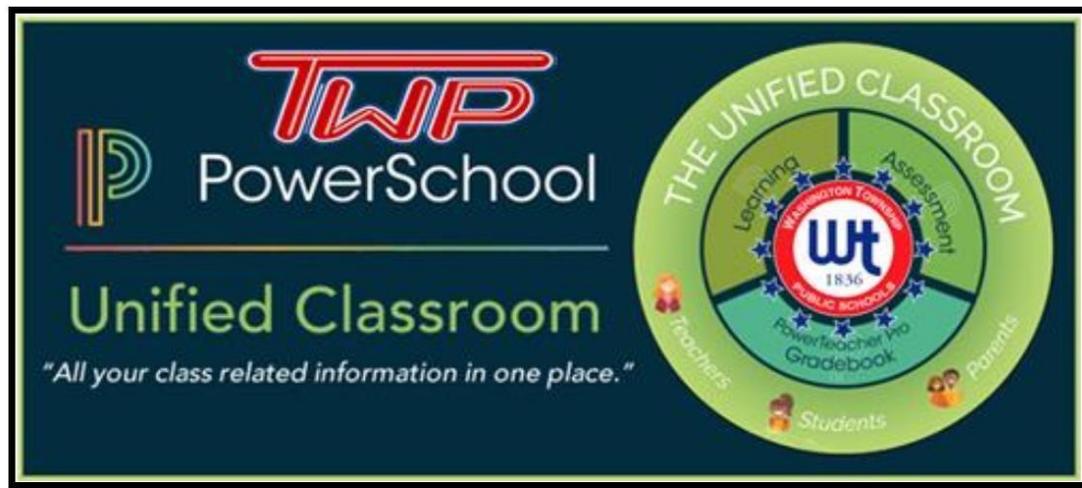


# Parent Directions for Setting Up (or adding students to) PowerSchool Unified Classroom



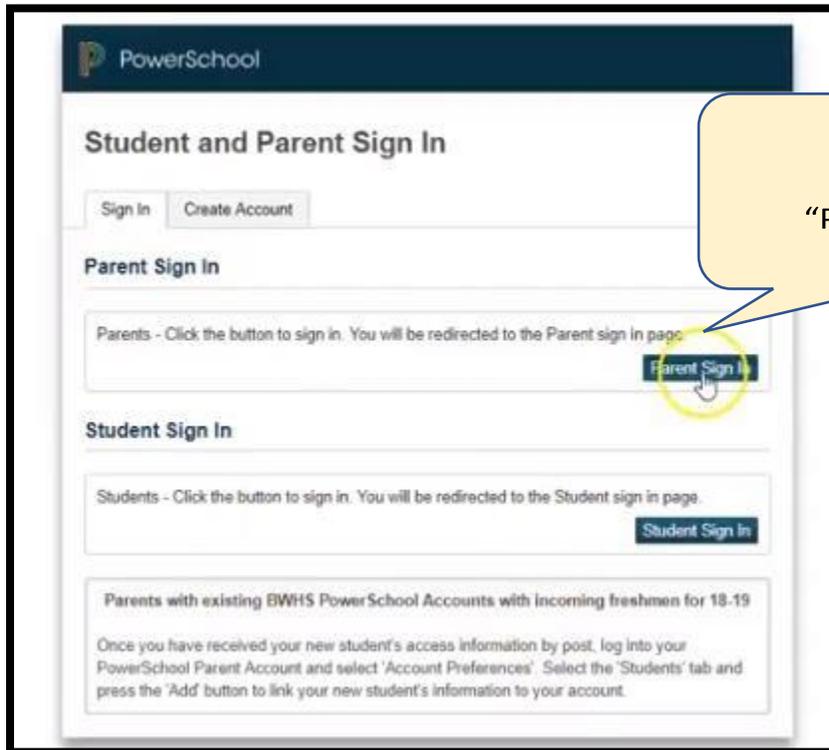
Unified Classroom...Unified System...Unified Township

All users will need to complete a **one-time activation process** that will link PowerSchool to this Unified Classroom platform.

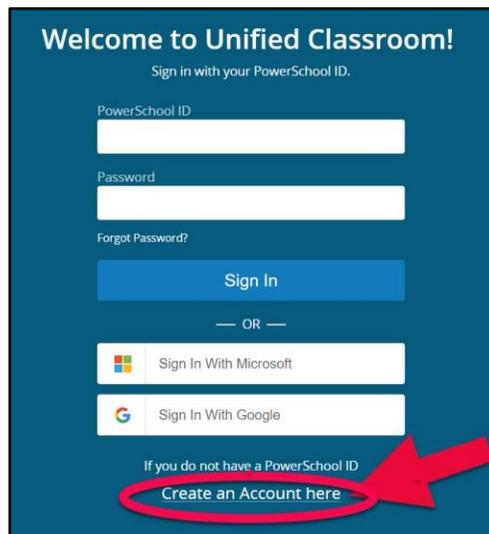
Simple step-by-step directions are as follows:

A screenshot of the Washington Township Public Schools website. A red arrow points to the PowerSchool icon in the top navigation bar. Below the website header is a yellow box with the text "STUDENTS, TEACHERS, AND PARENTS: Click Here To Log Into Your PowerSchool Unified Classroom Account". A red arrow points to this box. Below the yellow box are two red boxes: "PARENTS: Use this ONE TIME ONLY to set up your new PowerSchool Unified Classroom Account" and "STUDENTS: Use this ONE TIME ONLY to set up your new PowerSchool Unified Classroom Account". A callout box on the right contains the text: "From the district website ([www.wtps.org](http://www.wtps.org)), click on the PowerSchool icon and then the big red rectangle that says PARENTS".

From the district website ([www.wtps.org](http://www.wtps.org)), click on the PowerSchool icon and then the big red rectangle that says PARENTS



Click on  
"Parent Sign In"



Go to the bottom of this  
screen and click on  
"Create an Account Here"

# Set Up Your New PowerSchool ID

Unified Classroom uses a new global PowerSchool ID. Please enter a new username and password.

First Name Required

Last Name Required

PowerSchool ID (email) Required

Parents, this needs to be YOUR personal email.

Password Required ?

Remember this password. You'll need it 2 screens from now!

Confirm Password Required

Create PowerSchool ID

Complete the registration information.

Your email address is now your PowerSchool ID

Create and confirm your new password

Click "Create PowerSchool ID"

PLEASE triple check to make sure that your email is correct before you click Create PowerSchool ID

# That was easy! You're all set.

 Your new PowerSchool ID is ready to use.

Here's how to get into Unified Classroom next time.

PowerSchool ID

[MrsSmith@internet.com](mailto:MrsSmith@internet.com)

Unified Classroom URL

<https://classroom.powerschool.com>

Continue to Unified Classroom Sign In

At the confirmation screen, take note of your new PowerSchool ID and click "Continue to Unified Classroom Sign In"

# Welcome to Unified Classroom!

Sign in with your PowerSchool ID.

PowerSchool ID

MrsSmith@internet.com  
(your personal email again)

Password

Enter same password you entered above

Forgot Password?

Sign In

— OR —

Sign In With Microsoft

Log in using the new credentials that you just created, as shown to the left.

Then click Sign In.

# Welcome to Unified Classroom!

Your account currently is not connected to your student. Please select one of the options below.

I Have a Student Access Code

An access code was either mailed, emailed or handed-out to you. If you don't have an access code, contact your school administrator.

— OR —

I Have a Username and Password in My District's PowerSchool Parent Portal

You will be redirected to the PowerSchool Parent Portal

You can [Sign out](#) and come back later to complete this process.

If you are new to the district or have never ever signed up for a PowerSchool account, you'll need to click **HERE** and follow the **RED** column directions (left column) on the next page

If you have ever logged into PowerSchool in the past (last year or before) as a parent and remember your old login, click here and follow the **GREEN** column directions (right column) on the next page.

**Note: if you have new students to add to your account, but you already have an old account, click on "I Have a Username"**  
You can add other students inside PowerSchool Unified Classroom after this new account is created.



If you have NEVER had a PowerSchool account, a paper with two unique 5-digit numbers was mailed to you or sent home. Those are access codes, and you will only ever need them this one time to create this account.

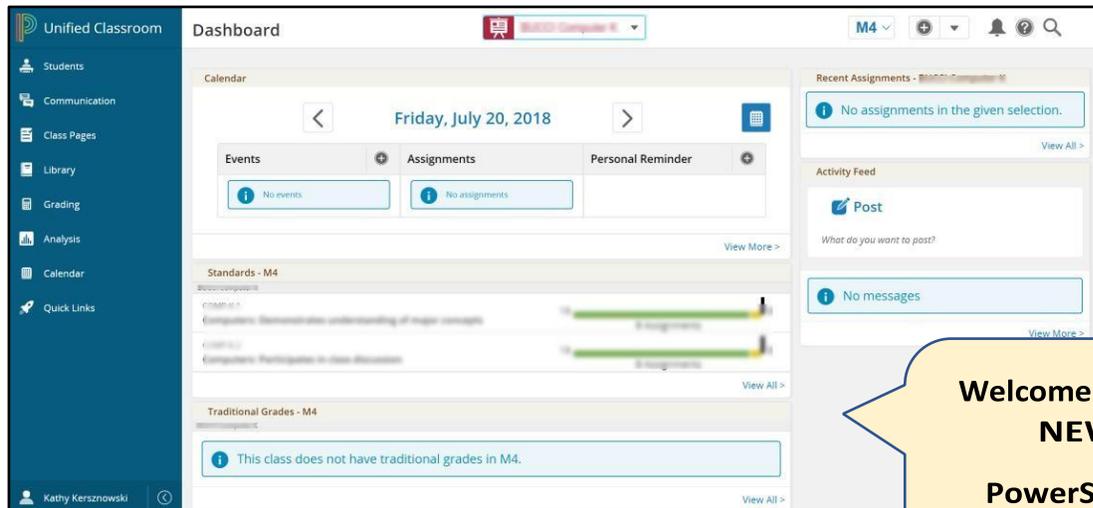
If you have EVER had a PowerSchool account – if you have student(s) whose account(s)/grades you’ve ever accessed in the past, follow the directions below

If you never had a PowerSchool account you will need your student(s)' access codes and passwords which you can get from the guidance office at your school(s)

If you have multiple children, click on "Add Another student" before you hit continue

**Important:** You are using your OLD sign-in credentials here. Use whatever you used LAST YEAR. This piece is critical to link your OLD account to your NEW Unified Classroom Account

Copyright © 2005-2018 PowerSchool Group LLC and/or its affiliate(s). All rights reserved. All trademarks are either owned or licensed by PowerSchool Group LLC and/or its affiliates.



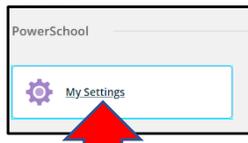
**Welcome to your  
NEW  
PowerSchool  
Unified Classroom  
dashboard!**

**Congratulations! Your PowerSchool Unified Classroom account is all set up and ready to go!**

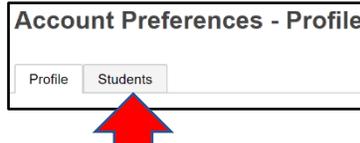
**To add another student once logged into Unified Classroom dashboard:**



**Click on your name**



**Click on MY SETTINGS**



**Click on STUDENTS tab**



**Click ADD**

**Parents with more than one student in district: This is how you can toggle between your children's accounts once you are in the Unified Classroom dashboard.**

If you have other children connected to your account, click on the current child's name



Click on the Student's name on the left hand side and choose your other child and click on one of his/her courses



The click the X on the top right to close the box