

Broken Bow Public Schools



Setting Up a New Parent Account for PowerSchool

Step 1: Open internet browser to the PowerSchool Parent Portal
<https://bbisd.powerschool.com/public/home.html>

Step 2: Click the “*Create Account*” Tab – you will need to create your PowerSchool account.

PowerSchool SIS

Student and Parent Sign In

Sign In **Create Account**


Username

Password

[Forgot Username or Password?](#)

Step 3: To create a parent/guardian account, enter the following information:

- **Name** – Your first and last name
- **E-mail** – Student notifications and correspondence related to your parent/guardian account will be sent to this e-mail.
- **Desired Username** – Your username is your unique PowerSchool identity.
- **Password** – Your password must be at least 8 characters long
 - Contain at least one uppercase and one lowercase letter
 - Contain at least one letter and one number
 - Contain at least one special character



Create Parent Account

Parent Account Details

First Name	<input type="text"/>
Last Name	<input type="text"/>
Email	<input type="text"/>
Desired Username	<input type="text"/>
Password	<input type="password"/> <input type="password"/>
Re-enter Password	<input type="password"/>

Password must:

•Be at least 8 characters long	•Contain at least one uppercase and one lowercase letter	•Contain at least one letter and one number	•Contain at least one special character
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- **Student Access Information** – Information for a minimum of one child. This includes the ***Parent Web Access and Parent Access Password*** for each child, and your relationship to the student (his/her information is included with this letter). ***The Access ID and Password are case sensitive.***

Link Students to Account

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

1

Student Name

Access ID

Access Password

Relationship

2

Student Name

Access ID

Access Password

Relationship


3

Student Name

Access ID

Access Password

Relationship



Once you have created the account and added your child(ren), click ***Enter***. You will then be directed to a log in screen where you will log in using your ***new login and password*** you just created.

After logging in you will see the main **Parent Portal Screen**. Across the top you will see a separate tab for each child you have connected to your account. On the left navigation bar there are links providing information about grades, attendance, e-mail notification, school bulletins, etc. Clicking on **Account Preferences** in the left navigation bar brings you to an Account Preferences -Profile Screen. Here you can change your e-mail, user name, or password.

Within Account Preferences, select the **Students Tab** which will take you to a screen where you can add additional children to your account. Once again, you will need to know the original **Parent Access ID and Access Password** for that student. This information can be acquired by e-mailing: info@bbisdapp.org or contacting the school secretary.

Student 1

Navigation

- Grades and Attendance
- Grade History
- Locker Information
- Standards Based Report Card
- Course Based Report Card
- Student Transcript
- Attendance History
- Email Notification
- Teacher Comments
- School Bulletin
- Class Registration
- Balance
- My Schedule
- School Information
- Account Preferences

Grades and Attendance: [Redacted]

Grades and Attendance | Standards Grades

Exp	Last Week							This Week							Attendance By Class																									
	M	T	W	H	F	S	S	M	T	W	H	F	S	S	Q1	Q2	Q3	Q4	S2	Absences	Tardies																			
	Course							Course							Course																									
P2(A)	ELA 5							ELA 5							ELA 5							0	0	0	0	0	0													
P3(A)	Science 5							Science 5							Science 5							94	91	93	91	91	0	0												
P1(A)	Conduct 5							Conduct 5							Conduct 5							96	95	97	94	94	0	0												
P4(A)	Social Studies 5							Social Studies 5							Social Studies 5							99	99	99	98	98	0	0												
P5(A)	Math 5							Math 5							Math 5							95	97	96	97	97	0	0												
P5(A)	Attendance 5							Attendance 5							Attendance 5							95	95	95	98	98	0	0												
P6(A)	Language 5							Language 5							Language 5							[1]	[1]	[1]	[1]	[1]	0	0												
P10(A)	PE 5							PE 5							PE 5							94	96	95	93	93	0	0												
P11(A)	Music 5							Music 5							Music 5							95	95	95	95	95	0	0												
Attendance Totals																					96	100	99	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	0	0

Current S1 GPA GPA 0: 4.0000

Show dropped classes also

Last Week

This Week

Absences

Tardies

From the left margin under the 'navigation' section you can click on "**Grades and Attendance**" to check on your student. Within this screen, all **blue** items are active and clicking on them will give you even more detailed grade information about your child.

Use the "E-Mail Notification" link to check any items you wish to receive e-mails. This will help you stay regularly informed about your child's attendance and progress.

PowerSchool App for mobile devices:

Once you have created a PowerSchool Parent Account from your smart phone or tablet you may download the free Powerschool App. Simply log in to your PowerSchool Account, from lower left margin click on either "Download on the App Store" for iPhones or "Get It On Google Play" for android phones.