

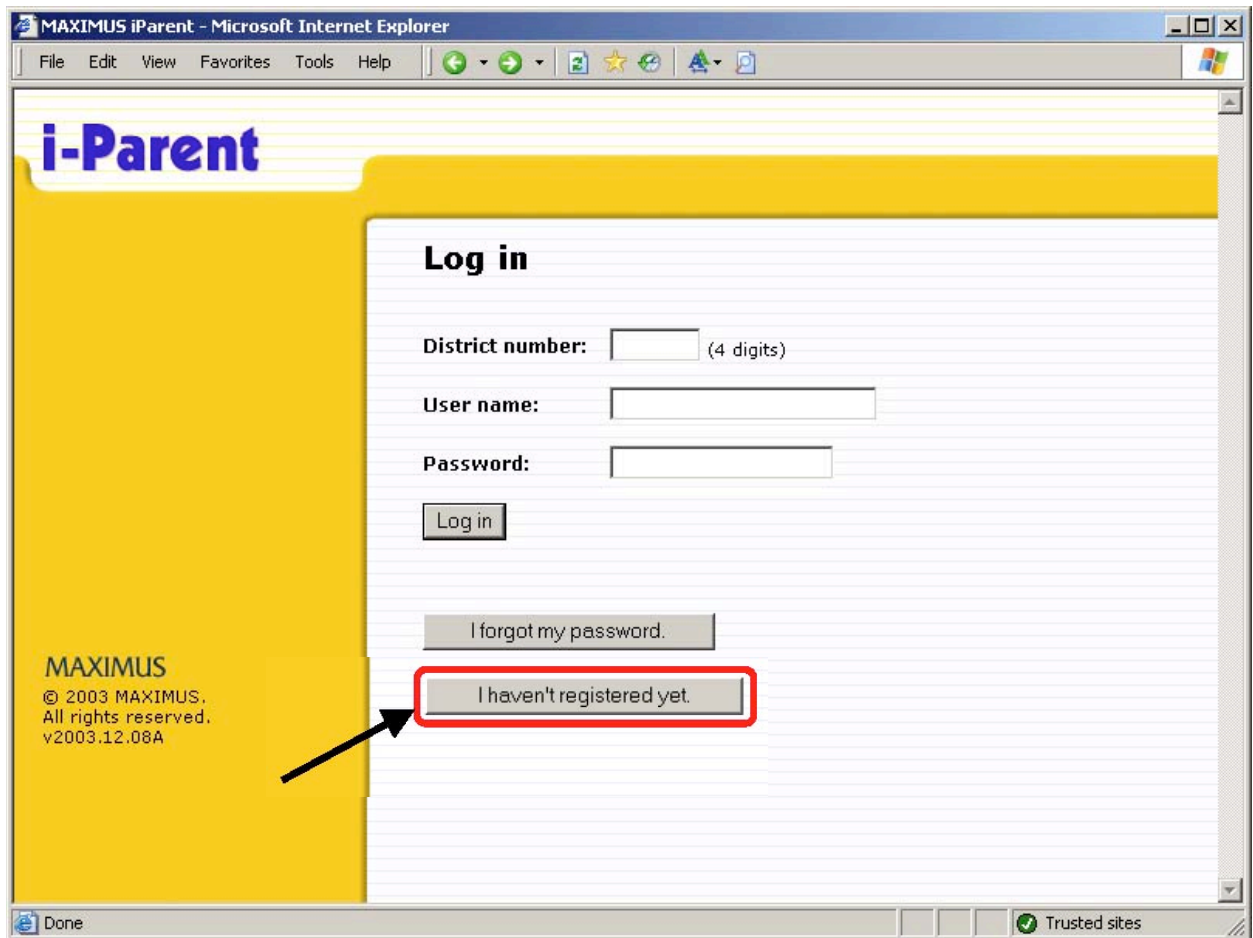
I-PARENT USAGE

User Registration

Parents, students and contacts use their access key to create their own accounts.

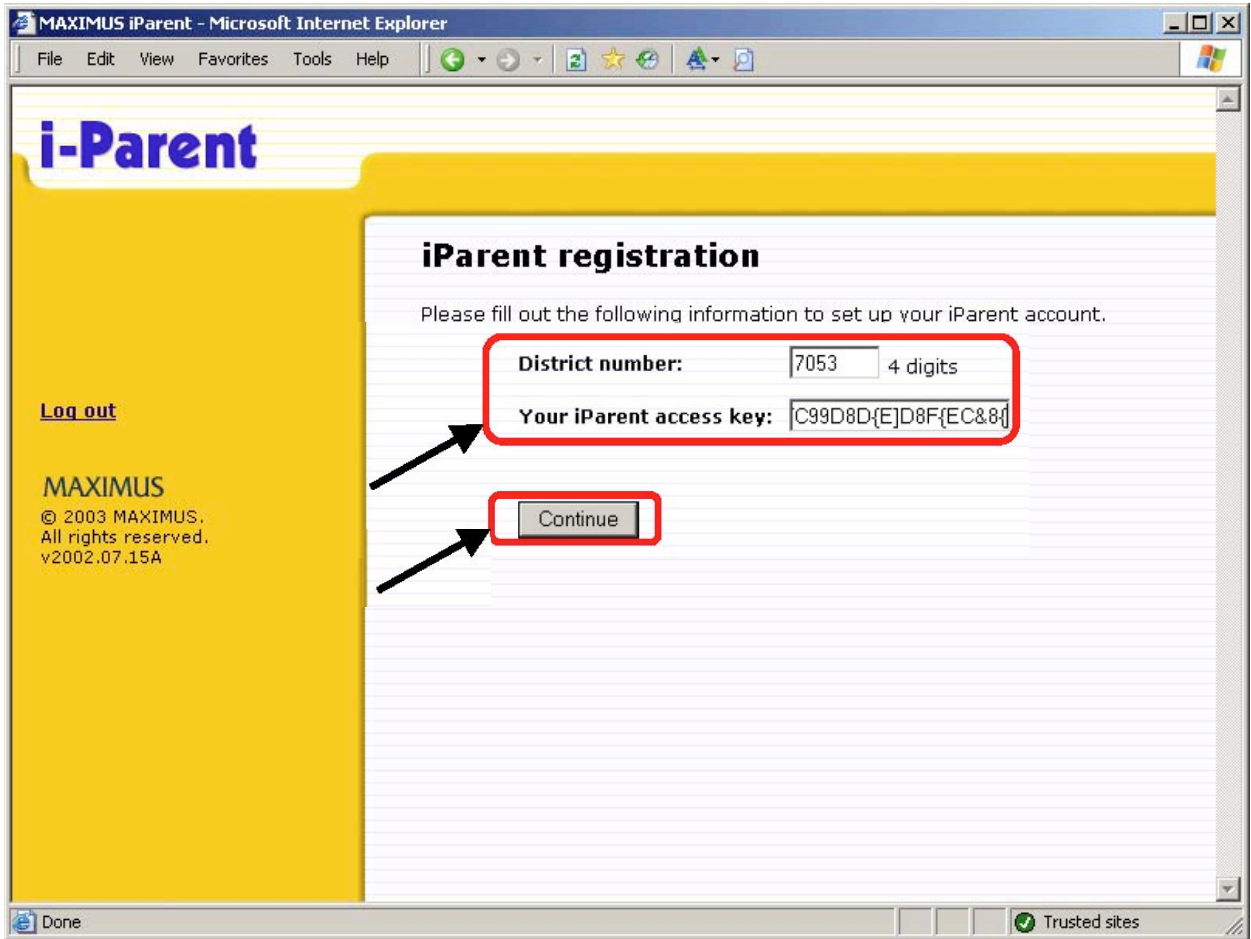
For any of these users to create an account, they perform the following steps:

1) Go to the web site described on their access key report:



First-time users will click on [**I haven't registered yet**].

Using the printout they receive, they fill in the district number and access key provided, and then click the [**Continue**] button:



After a short delay, during which time they see the message:

Verifying iParent login, please wait...

They receive the registration screen.

Parents will next be asked to enter in the birth date of their oldest child currently enrolled in the school district:

i-Parent

iParent parent registration

To validate your SchoolView access key, enter the birth date of **your oldest child currently enrolled in district 7053.**

1986 | November | 15

Continue

[Log out](#)

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v2002.10.04A

For assistance see contact information below

iParent contact for district 7053

Dale Shaver
209.243-8272
daleshaver@nomeusd.net

Done Trusted sites

After entering in the date, click [**Continue**]. Students, when registering for i-Parent use, will be asked for their own birth date. Contacts will not be asked any questions.

Once the birthdate has been verified, the user will see the registration screen:

MAXIMUS iParent - Microsoft Internet Explorer

Welcome, Crus Elena Reynolds

i-Parent

iParent registration

Please fill out the following information to set up your iParent account.

Preferred user name (may not contain any spaces): **This will be the user name you will enter each time you log into iParent**

Your password must:

- start with a letter (not a number)
- be at least **eight** characters in length
- include at least one **numeral** (0-9)
- not include any spaces
- not repeat the same character more than three times in a row (e.g., aaa or 777)

Password: (Case sensitive)

Confirm password:

Password hint: Please answer the following questions in case you forget your password.

First question:

Answer to first question:

Second question:

Answer to second question:

Third question:

Answer to third question:

[Log out](#)

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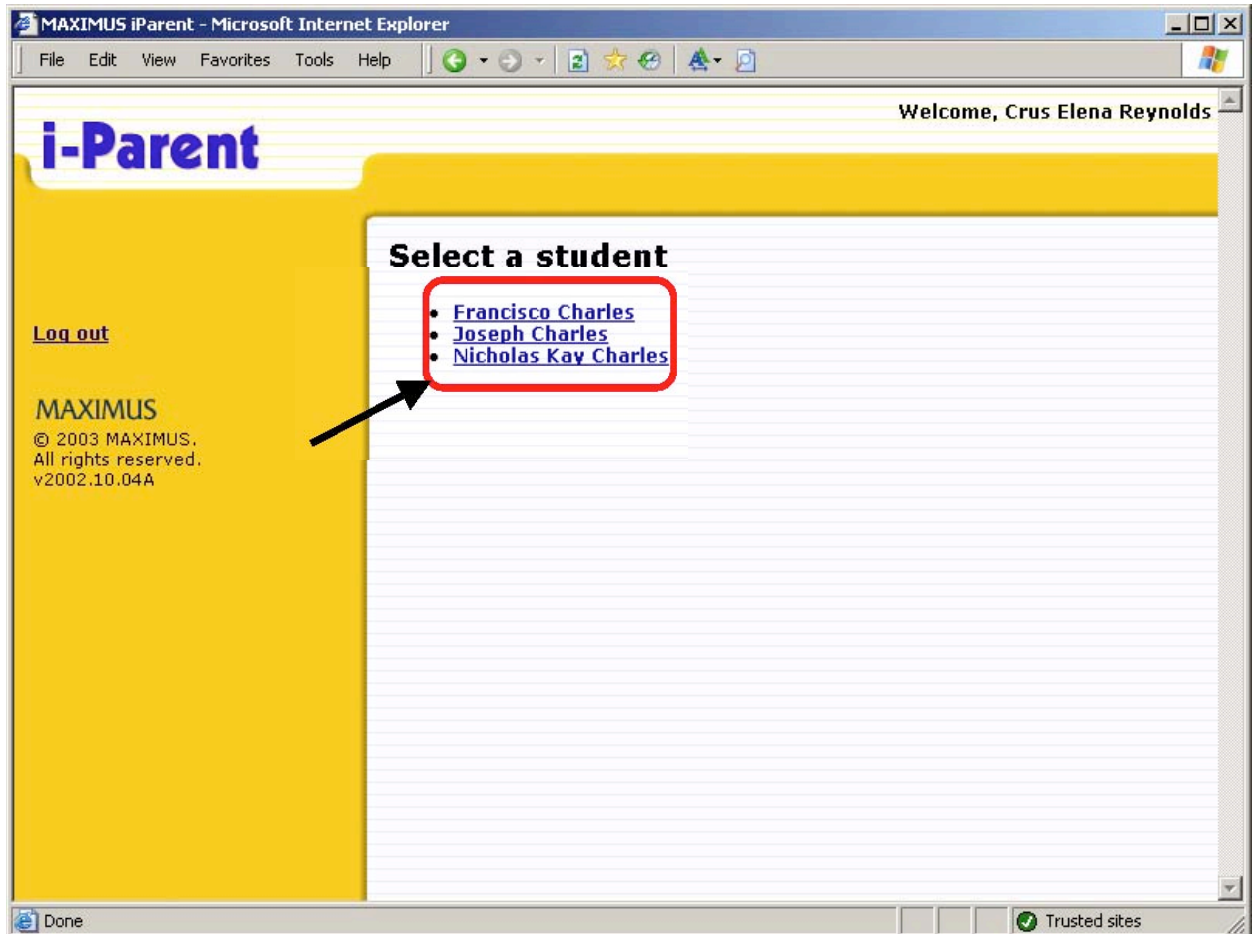
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Done Trusted sites

The user chooses a preferred user name. If that user name has already been taken by someone else, the user will be asked to enter in another name. The user must enter and then confirm a desired password.

Finally, the user must finally choose, and answer, three password security questions; later, if the user forgets his or her password, i-Parent can “ask” these same chosen questions; if the user answers all three correctly, they will be allowed to create a new password.

After clicking the [Log in] button (and assuming there are no problems during the registration process), i-Parent will log the user in for the first time:



If a parent has more than one child enrolled in the district, the one access key will enable access to all children’s records.

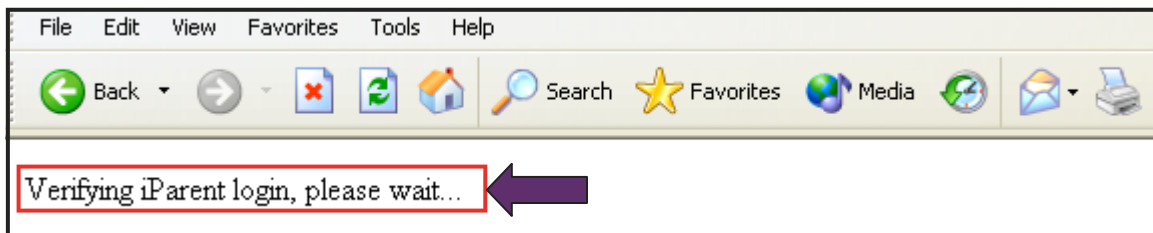
A registration access key only works one time. Once a user has registered an account, the status of their access key, on screen <SY261>, is set to ‘Used’, and that access key cannot be used again, unless reset to ‘Unused’ by an administrator.

This document will not attempt to describe all of the features and uses of i-Parent. However, two items are worthy of note, since they involve the interaction of SchoolMAX screens.

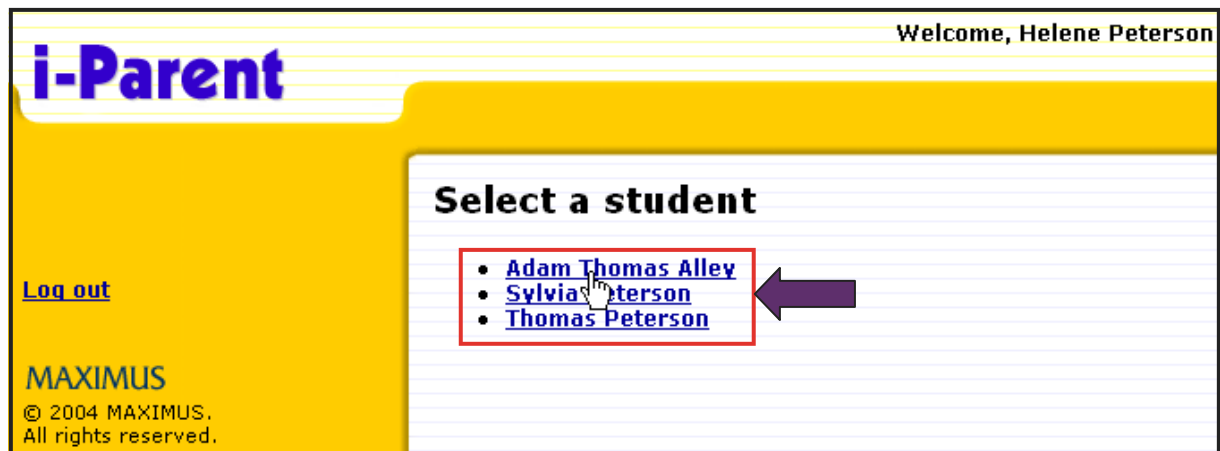
Registering For Access

I Have Not Registered Yet-What Should I Do? (Continued)

Once you have entered your Preferred user name, Password, and answered the three necessary questions for password verification, you should see the following:



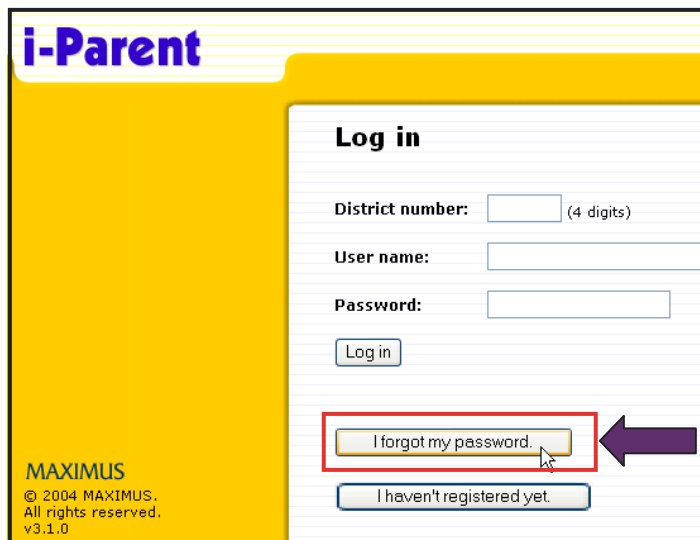
After you have successfully logged in, you will see a list of the children that you have access to on the "Select a student" screen shown below. Chapter 2 will address how you may view various information on each student.



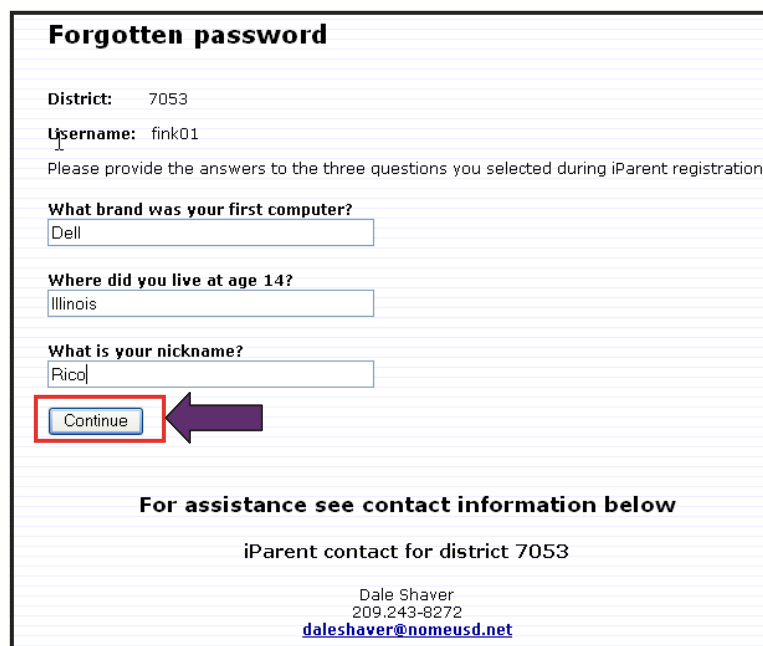
Password Maintenance

I Forgot My Password-What Should I Do?

If you are not able to log in successfully due to the fact that you have lost or forgotten your password, you may click the [I forgot my password.] button **AFTER** entering your “District number” and “User name”.



After doing so, the following screen will appear and you will be required to provide the answers to the three questions you selected during i-Parent registration. After answering all three questions, click the [Continue] button as shown below.



Password Maintenance

I Forgot My Password-What Should I Do? (Continued)

The “Change password” screen will appear and you will now be able to enter and re-enter a new password and then click the [Submit] button. After doing so, you should receive the following message: “Password changed successfully.”

Change password

District: 7053
Username: fink01

Your password must:

- start with a letter (not a number)
- be at least **eight** characters in length
- include at least one **numeral** (0-9)
- not include any spaces
- not repeat the same character more than three times in a row (e.g., aaa or 777)

Enter new password:

Re-enter new password:

For assistance see contact information below

iParent contact for district 7053

Dale Shaver
209.243-8272
daleshaver@nomeusd.net

Password changed successfully.

Change password

District: 7053

Username: fink01

Enter old password:

Your password must:

- start with a letter (not a number)
- be at least **eight** characters in length
- include at least one **numeral** (0-9)
- not include any spaces
- not repeat the same character more than three times in a row (e.g., aaa or 777)

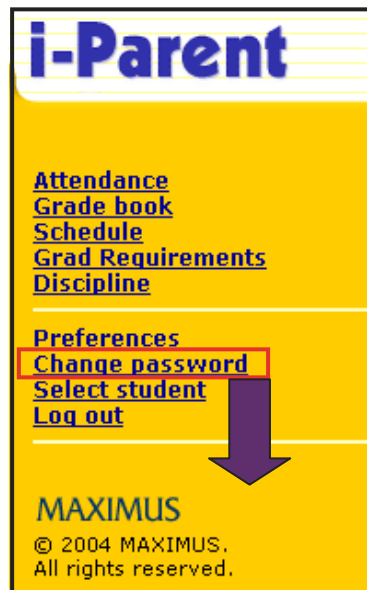
Enter new password:

Re-enter new password:

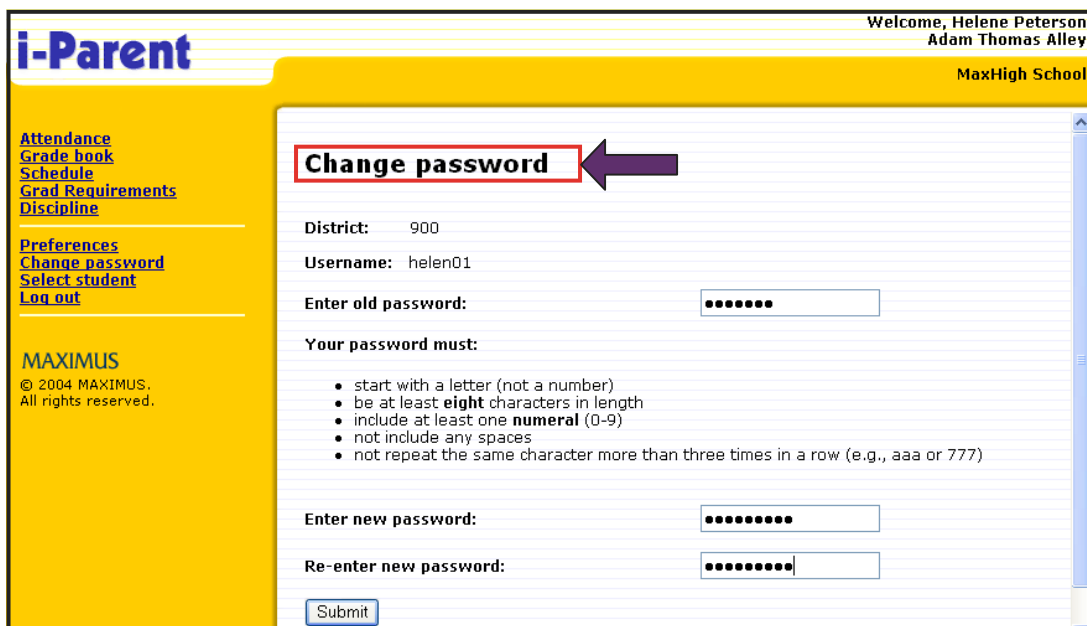
Changing Your Password

Changing Your Password

Once you have logged in, you may change your password at any time by clicking the **Change password** link as shown below.



After clicking the link shown above, you will be taken to the “Change password” screen.



A screenshot of the i-Parent 'Change password' screen. The page has a yellow header with the i-Parent logo on the left and 'Welcome, Helene Peterson Adam Thomas Alley MaxHigh School' on the right. The main content area is white. On the left, there is a yellow sidebar with navigation links: Attendance, Grade book, Schedule, Grad Requirements, Discipline, Preferences, Change password (highlighted with a red box and a purple arrow pointing right), Select student, and Log out. Below the sidebar, it says MAXIMUS © 2004 MAXIMUS. All rights reserved. The main content area contains the following information: District: 900, Username: helen01, Enter old password: [password field], Your password must: (with a list of requirements: start with a letter (not a number), be at least eight characters in length, include at least one numeral (0-9), not include any spaces, not repeat the same character more than three times in a row (e.g., aaa or 777)), Enter new password: [password field], Re-enter new password: [password field], and a Submit button.

Changing Your Password

Changing Your Password (Continued)

Next, you should complete the following:

Enter old password:

Your password must:

- start with a letter (not a number)
- be at least **eight** characters in length
- include at least one **numeral** (0-9)
- not include any spaces
- not repeat the same character more than three times in a row (e.g., aaa or 777)

Enter new password:

Re-enter new password:

Enter old password:

Enter new password:

Re-enter new password:

Note: Passwords are case sensitive!

Using your mouse, click the [**Submit**] button only once!



After doing so, you should receive the following message:

Password changed successfully.

Change password

District: 7053

Username: fink01

Enter old password:

Your password must:

- start with a letter (not a number)
- be at least **eight** characters in length
- include at least one **numeral** (0-9)
- not include any spaces
- not repeat the same character more than three times in a row (e.g., aaa or 777)

Enter new password:

Re-enter new password:

Note: You may change your password only ONCE each day!