

Directions to Create Login Account for Parent Portal Access

Go to Tattnall County Schools' website: www.tattnallschools.org

On the left-hand side of the page under Parents and Community, click PARENT PORTAL

*You may also create a shortcut to this site or just bookmark the site

<http://powerschool.tattnall.k12.ga.us/public>

On your first visit to this site, you will have to Create an Account on a page like the one below:

Click the Create Account button and then complete the information on this page:

The screenshot shows the 'Create Parent/Guardian Account' form in the PowerSchool system. The form is divided into two main sections: 'Create Parent/Guardian Account' and 'Link Students to Account'. The first section contains fields for First Name, Last Name, Email, Desired User Name, Password, and Re-enter Password. The second section is a table for linking students, with columns for Student Name, Access ID, Access Password, and Relationship. Callouts provide additional information: 'Parent's first name' points to the First Name field; 'Parent's last name' points to the Last Name field; 'Current Email address is required.' points to the Email field; and 'Your preferred user login name – you will use this as your login user name.' points to the Desired User Name field. The 'Link Students to Account' section includes a table with 7 rows. The 4th row is filled with 'Doe, Susie', '1234', and '9876'. A callout points to the 'Doe, Susie' entry. An 'enter' button is located at the bottom right of the table.

Student Name	Access ID	Access Password	Relationship
1.			-- Choose
2.			-- Choose
3.			-- Choose
4. Doe, Susie	1234	9876	-- Choose
5.			-- Choose
6.			-- Choose
7.			-- Choose

To enable single sign-on so that you can view all of your children's records with one login, complete the information above. Enter each child's name and the **Access ID** and **Access Password** provided by the school. Your password is case sensitive so you must type the letters or numbers exactly as written. Enter each child on a separate line.

Student Name: Doe, Susie

Access ID for Linking Student: copy from form, ex. 1234

Access Password for Linking Student: Copy from form, ex. 9876

Choose your relationship to the child. Click Enter.

Your account is now created and you can login to see your children's assignments, grades, attendance.