

To Create a PowerSchool Single Sign-On Account:

- 1) Launch any web browser. (EX. Internet Explorer, Firefox, Safari, Chrome)
- 2) Enter the web address:
http://mayville.ps.state.nd.us/public
- 3) In the dialogue window click the "Create Account" tab.
- 4) In the next dialogue window Click the blue "Create Account" button.
- 5) Fill in the **Create Parent Account** portion at the top of the screen.
 - ~Enter First Name.
 - ~Enter Last Name.
 - ~Enter Email address (must be unique).
 - ~Enter a User Name (must be unique).
 - ~Enter a password (at least six(6) characters).
 - ~Re-enter the password.
- 6) In the **Link Students to Account** portion of the screen enter:
 - ~Your child's name.
 - ~Enter the Access ID and Password provided by the school, which is unique to each student.
 - ~Enter your relationship to the student.
 - ~Enter additional children.Up to seven children can be entered on this screen. If more children need to be added, create the account, and add additional children after you log in to the account.
- 7) Click the Enter button when all students associated to you have been entered. You will be redirected to the login screen where you can now log in to PowerSchool.

If you have any issues creating an account, Please contact the School's Office at: 701-788-2281.

The screenshot shows the 'Student and Parent Sign In' page. At the top, there are two tabs: 'Sign In' and 'Create Account'. Below the tabs, the page title is 'Student and Parent Sign In'. There are two input fields: 'Username' and 'Password'. Below the password field, there is a link that says 'Having trouble signing in?'. At the bottom right, there is a blue 'Sign In' button.

The screenshot shows the 'Create an Account' page. At the top, there are two tabs: 'Sign In' and 'Create Account'. Below the tabs, the page title is 'Create an Account'. There is a text box with the following text: 'Create a parent account that allows you to view all of your students with one account. You can also manage your account preferences. [Learn more.](#)'. At the bottom right, there is a blue 'Create Account' button.

The screenshot shows two sections of the PowerSchool interface. The top section is titled 'Create Parent Account' and contains several input fields: 'First Name', 'Last Name', 'Email', 'Desired Username', 'Password', and 'Re-enter Password'. Below these fields, there is a note: 'Password must: *Be at least 6 characters long'. The bottom section is titled 'Link Students to Account' and contains a heading: 'Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account'. Below this heading, there are two numbered sections (1 and 2). Each section contains four input fields: 'Student Name', 'Access ID', 'Access Password', and 'Relationship' (with a dropdown menu).