



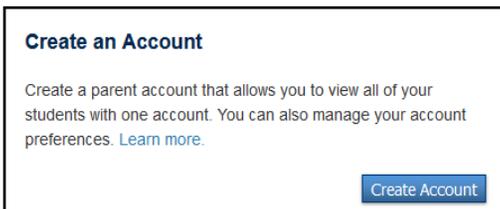
# Mid-Del Schools

## PowerSchool Parent Portal Single Sign-On Instructions

The Single Sign-On feature of the PowerSchool Parent Portal will allow each parent to have his/her own username and password. It will also allow parents of multiple children to combine accounts, as well as giving a parent the option to allow a grandparent, guardian, divorced parent, or other designee the ability to have access to the child's grades. Each parent must now create a new, unique account to access the PowerSchool Parent Portal. To create the new account, parents must first have an Access ID and Access Password for each their student(s). This may be obtained from the school's office.

Follow these steps to set up your account:

1. Open a web browser (with access to the internet) and open the following web address: <https://ps.mid-del.net/public/>



2. Scroll to the bottom of the Parent Portal. Create your new parent account by clicking the blue button labeled "Create Account" (as seen to the left).

3. In the Create Parent Account section (as seen to the right), fill in all of the boxes appropriately. The Email and Desired Username information must each be unique across all users in the system. Passwords are case sensitive.

**Create Parent Account**

First Name: Parent  
 Last Name: Name  
 Email: Parent@email.com  
 Desired Username: MyUserName  
 Password: [masked] Strongest  
 Re-enter Password: [masked]

Password must:  
 •Be at least 5 characters long

4. In the bottom portion of the page called Link Students to Account (as seen below), you must enter an Access ID and Access Password for each student (formerly used to login). If you do not know the Access ID and/or Access Password, you must go to the office at the school where the student(s) attend for assistance.

**Link Students to Account**

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

Student Name	Access ID	Access Password	Relationship
1. 1st Student Name	ILXZY	[masked]	Father
2. 2nd Student Name	TSEDP	[masked]	Father
3. 3rd Student Name	QKMLA	[masked]	Uncle
4. [ ]	[ ]	[ ]	-- Choose
5. [ ]	[ ]	[ ]	-- Choose
6. [ ]	[ ]	[ ]	-- Choose
7. [ ]	[ ]	[ ]	-- Choose

[Enter](#)

**NOTE:** The Access ID and Access Password fields are CASE SENSITIVE. A maximum of seven (7) students may be entered initially, however, more may be added later from within the Parent Portal. All fields in Create Parent Account must be filled. For each student Access ID and Password, you must enter a Student Name and Relationship. More than one parent may use a single student's Access ID and Access Password.

5. When finished entering information, press the blue button labeled "Enter" to create your new account.
6. Using the Desired Username and Password created in the section "Create Parent Account," you must now login to the Parent Portal.

7. Each of your student(s) will be listed along the top under the PowerSchool logo. To access the information for that student, simply click on their name and select a menu item on the left.
8. To change your username or password and/or add more students to your account, click Account Preferences on the lower left of the screen. There are two tabs below the blue bar that will allow you to switch between the parent's Profile and a screen for adding new students to your profile.

