

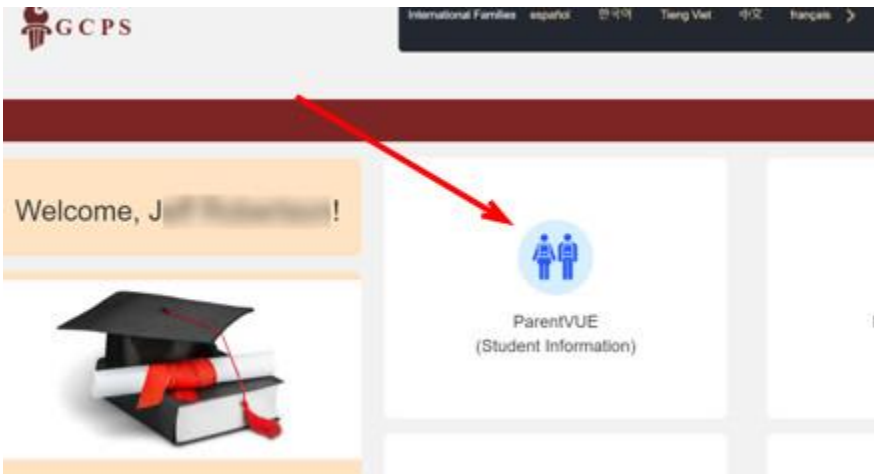
Activating Your ParentSquare Account - 3 Options

There are three options for activating your account.

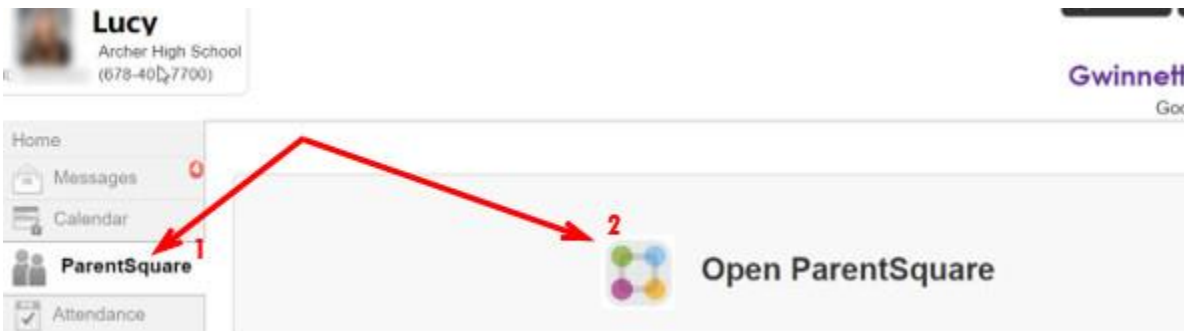
Option 1:

Parents with a ParentVUE account can activate through ParentVUE.

1. Once logged into the Parent Portal, open ParentVUE.



2. Once ParentVUE has opened, select the *ParentSquare* tab in the left-hand toolbar and select *Open ParentSquare*.



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3. When you click on the *Open ParentSquare* link the first time, you will receive a message to confirm your account.

The screenshot shows the ParentSquare website interface. At the top, there is a navigation bar with the ParentSquare logo and a 'Home' link on the left, and a search bar on the right. Below the navigation bar, a header reads 'Action Required: Confirm Your Account Information'. The main content area contains a message: 'Please take a moment to review your information at the schools you are associated with.' followed by two bullet points: 'Do not confirm accounts that are not your own.' and 'Do not confirm children that are not your own.' Below this is a form for a user named 'Jef' associated with a school in Lawrenceville, GA. The form lists three pieces of information: Email, Phone, and Child. Each item has a 'Confirm' button, an 'Edit' button, and a 'Skip For Now' button. At the bottom of the form, there are two large buttons: a green 'Yes, This is Me' button and a red 'X This is Not Me' button.

Option 2:

Parents with a ParentVUE account can activate via ParentSquare directly.

1. Parents can go directly to ParentSquare.com (or via the app) and enter a phone number or email address. If an email address is entered, the following message will appear.

An email has been sent with password reset instructions. Remember to check your spam folder too.

If you don't receive the email, it is likely that your email is not in our system or not being sent to ParentSquare from your school. Please contact your school to add this email.

2. Within the email, you will be prompted to reset your password. Select the *Reset Password* button.

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● ParentSquare <donotreply@parentsquare.com>

To: j [REDACTED]



Reset Password

To reset your password, click the link below. If you did not request your password to be reset, just ignore this email and your password will continue to stay the same.

[Reset Password](#)

Please do not reply to this email.

3. Enter your desired password and select *Update Password*.

ParentSquare

Forgot Password

A screenshot of the ParentSquare "Update Password" form. The form is titled "Update Password" and includes a link for "See tips for creating a good password". It contains two input fields: "Password" and "Password Confirmation". Below the fields is a brown "Update Password" button. At the bottom of the form, there is a horizontal line with the word "OR" in the center, indicating an alternative login method.

Please note: Parents will not receive an email from ParentSquare if the email address they entered is not the same address they use for the Parent Portal at the time of Online Registration. You will need to contact your local school to update the email address they have on record. Any changes will appear in ParentSquare the next day.

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Option 3:

Parents without a ParentVUE account can activate via ParentSquare directly.

1. Parents can go directly to ParentSquare.com (or via the app) and enter a phone number or email address. If an email address is entered, the following message will appear.

An email has been sent with password reset instructions. Remember to check your spam folder too. x

If you don't receive the email, it is likely that your email is not in our system or not being sent to ParentSquare from your school. Please contact your school to add this email.

2. If the email address is a valid email address loaded into ParentSquare from our student information system, you will receive the following email.

Subject: [redacted] invites you to join ParentSquare

CAUTION: This email originated from outside of the school district. Please do **not** reply, open attachments, or click website links unless you recognize the sender and know the content.

[redacted] School

Hi [redacted]

[redacted] **School invites you to join ParentSquare**

Activate your account

ParentSquare Admin invites you to join ParentSquare at [redacted]. To activate your account and confirm that we have the correct email for you, please click the link above.

If you do not have a child at [redacted] or are not associated with the school, please contact [redacted] at [redacted].

We are very happy to have you on board. Thank you for joining!

Please do not reply to this email.

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3. Within the email, select the *Activate your account* button. A new window will open for you to create a new account.

Welcome [Redacted]!

[Redacted] School

Please complete your registration to begin using ParentSquare in [Redacted] School.

Already have a ParentSquare account?
[Sign In to Combine Existing Account](#)

OR

Create a New Account

Name

Email

Password

Confirm Password

By proceeding, you are confirming that you agree to ParentSquare's [Terms of Use](#)

Please note: Parents will not receive an email from ParentSquare if the email address they entered is not the same address they use for the ParentVUE at the time of Online Registration. You will need to contact your local school to update the email address they have on record. Any changes will appear in ParentSquare the next day.