

Greetings Bishop Hartley Parent(s),

As of the 2019-2020 school year, Bishop Hartley will be using PowerSchool Unified Classroom. This is a powerful learning management system that allows students and parents to enhance their academic experience. This program allows students and parents the access to each of the student's classes, view course information, assignments, grades and attendance. We are excited to make the transition to PowerSchool and look forward to learning and growing in the system as we go through our first year. Below are instructions with screenshots to help lead you through the process of setting up a parent account and link it to your student's account.

UNIFIED CLASSROOM HELP PAGE

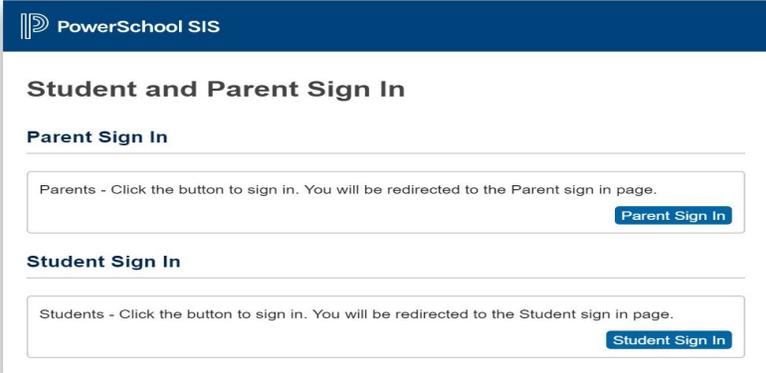
Please use the link below to learn and review the basic functions of Unified Classroom. This page has the parent account creation instructions which are posted step by step with screen shots below.

<https://docs.powerschool.com/UCHSP>

CREATING A PARENT ACCOUNT:

Please Note: PowerSchool requires an unique email account for each school you will be accessing. If you have children attending other schools using PowerSchool and have previously created a parent account for that other school you will need to provide a different email address for the Bishop Hartley Parent Account.

1. Go to <https://bishophartley.powerschool.com/public/> and click the **Parents Sign In** button. The screen should look like this below.



PowerSchool SIS

Student and Parent Sign In

Parent Sign In

Parents - Click the button to sign in. You will be redirected to the Parent sign in page.

Parent Sign In

Student Sign In

Students - Click the button to sign in. You will be redirected to the Student sign in page.

Student Sign In

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This link can also be found on our school website. Go to our school website, under the parent tab, select PowerSchool and use the URL provided. The screen

2. Click on **Create An Account** (see screenshot below)

Welcome to Unified Classroom!

Sign in with your PowerSchool ID.

PowerSchool ID

Password

Forgot Password?

Sign In

— OR —

Sign In With Microsoft

Sign In With Google

If you do not have a PowerSchool ID
[Create an Account here](#)

3. Please fill out the necessary information to complete to create your PowerSchool account (see screenshot below). IMPORTANT REMINDER your Powerschool ID will be your email address and *is used to login*.

Set Up Your New PowerSchool ID

Unified Classroom uses a new global PowerSchool ID.
Please enter a new username and password.

First Name Required

Last Name Required

PowerSchool ID (email) Required

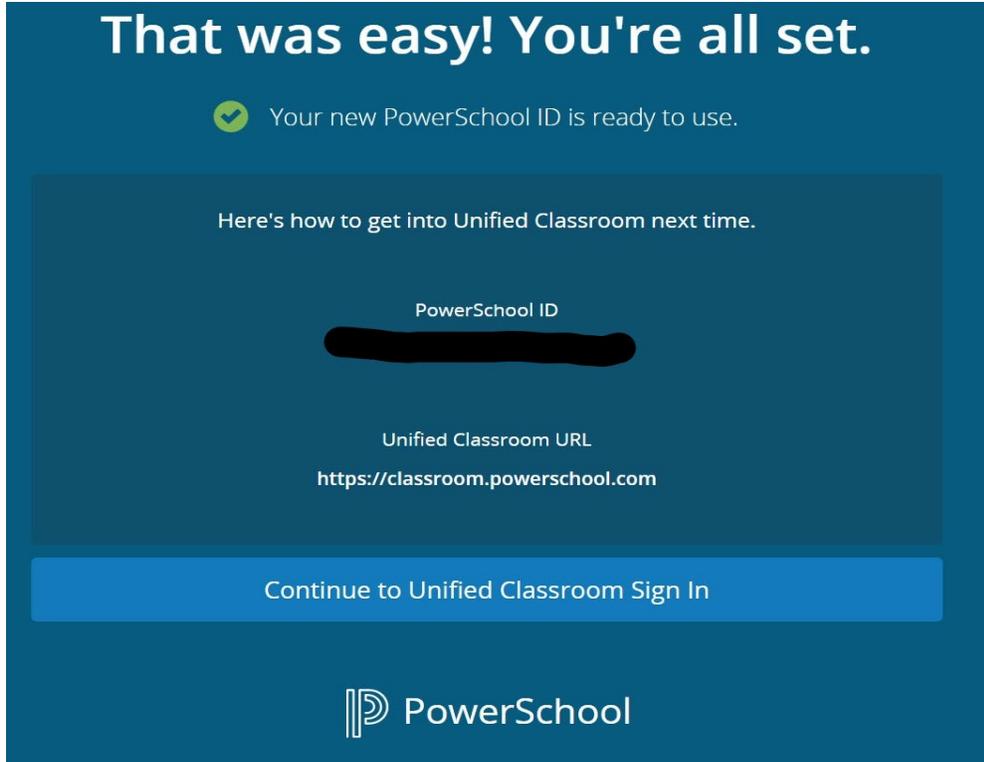
Password Required

Confirm Password Required

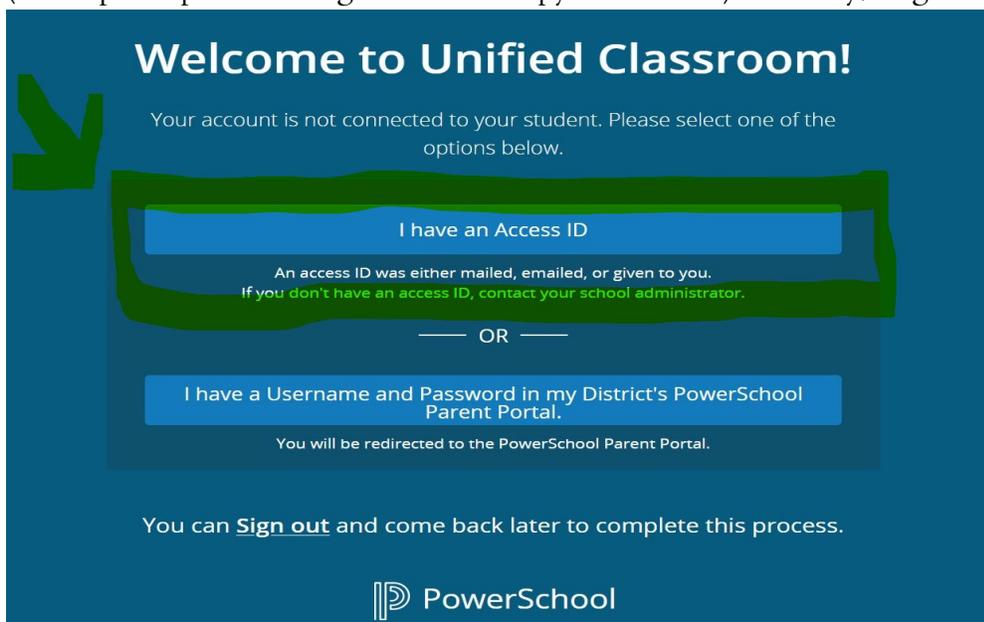
Create PowerSchool ID

PowerSchool

4. Your PowerSchool account has now been created. **Click to Continue to Unified Classroom Sign In** (see screenshot below).



5. To link your account to your student's account, click **I Have a Student Access Code**. Enter your student's FULL first and last name. You will also need the student access credentials that was given to your student (on a separate piece of along with a hard copy of this letter) on Friday, August 29th.



6. Once clicking **Continue**, your account will be set up. You can go to <http://classroom.powerschool.com> whenever you wish to check the account. Please bookmark this page for future use.

Welcome to Unified Classroom!

Student Name

Access ID

Access Password

You can Sign out and come back later to complete this process.

 PowerSchool

Once you are logged in to Unified Classroom, your screen should look like the screenshot pictured here.

The screenshot shows the Unified Classroom dashboard. At the top, there is a navigation bar with the Unified Classroom logo, a user profile dropdown, and notification icons. The main content area is divided into several sections:

- Calendar:** Displays the date Wednesday, August 28, 2019. It includes three tabs: Events (No events), Assignments (No assignments), and Personal Reminder.
- Upcoming Assignments:** A table with columns for Category, Name, Due, Flags, and Score. One assignment is listed: "Introducing Yourself" due TOMORROW.
- Recent Assignments:** A message box stating "No assignments in the given selection."
- Activity Feed:** A message box stating "No messages."
- Class Overview:** A list of classes with their names and teachers:

1(A)	Biology	Maria Barber
2(A)	Foundations of Algebra I	Megan Trinh
3(A)	SP Study Hall - Sem 1	Andrea Leeuw
4(A)	Health & Wellness	Marcus Phelps
5(A)	Religion 9	Rick Kohut
6(A)	Algebra I	Chris Blum
7(A)	English 9	Emma Miller
MG(A)	Leadership	

STUDENT PORTAL INSTRUCTIONS

Each student will be logging into PowerSchool using <http://classroom.powerschool.com>. The first week of school each student was given a paper with PowerSchool ID and a temporary password. The PowerSchool ID is the student's new five digit ID number listed on each student's schedule. Any student unable to login has been informed to see Mr. Andrew Jahahn during lunch.

You are now ready to share in your student's academic experience for the 2019-2020 school year. We are excited for our new school year and using our new learning platform PowerSchool!