

Parent Sign Up Process

1) In order to sign up for an account to view your child's progress report, you need to have some information ready. Have your child log in using their username and password. If they have never logged in before, they should use their username and password they use at Questar to log into the computer. They are free to change their password after they log in.

Once logged in, they should click on "Settings" from the left navigation box. They will see their information like this...

The screenshot displays the 'Student Information System' interface. At the top left is the 'QUESTAR III' logo with the tagline 'PUTTING STUDENTS FIRST'. The page title is 'Student Information System'. A navigation bar at the top shows the date 'Today is Thursday, October 4, 2012', the user's last login 'You last logged in on Thursday, Oct 4, 2012 @ 7:07 AM', and a welcome message 'Welcome Sample Student'.

On the left side, there is a 'School Year' dropdown menu set to '2012-2013' and a 'Students' menu with options: Settings, Progress Reports, Multi-Class Report, View Attendance, Downloads, Drop Box, Custom Pages, and Logout.

The main content area is titled 'User Information' and contains the following fields and values:

- First Name: Sample
- Last Name: Student
- User Name: sample-student
- e-mail:
- Parent Link Code: 2199ee34-f77e-11e1-b237-0019d1551a4a
- Address 1:
- Address 2: 66 Back Street
- City: SmallTown
- State: NY
- Zip: 12345
- Phone:

Below the user information is a 'Change Password' section with a yellow warning icon on the left and right. It contains two input fields: 'New Password:' and 'Confirm New:', followed by an 'Update' button.

2) For the parents... You need to enter your information (First & Last Name, email and username). You will be notified if your username is available or not. As for the email address, do not enter a bogus email as your username and password will be sent to this email address. Make sure you enter the email correctly. When email and username boxes are green that means they are OK.

The student information comes from the student settings page. You **MUST** enter the information **EXACTLY** as it appears on the student settings page. I suggest using the copy/paste method of entering this information.