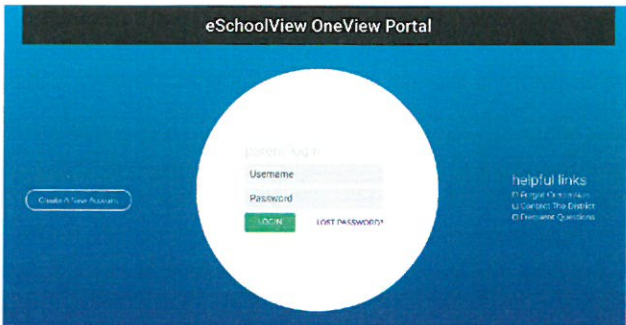


Instructions for Creating an Account in OneView

<p>1. Click on the 'Create A New Account'</p>	
<p>2. Fill in the Personal Information</p> <p>3. Create your own</p> <ul style="list-style-type: none"> - Username and Password - Security question/answer - Pin Code <p><i>(Please create a username & password that you will be able to easily remember for ongoing use. For example, use the same username and password that you already use to check your student's grades in Parent Access)</i></p>	<p>To get started, you will need to register as a prospective parent with our district. Please provide all information below and click the 'Register' and get yourself set up. Fields in bold are required.</p> <p>Personal Information</p> <p>Your First Name: <input type="text" value="Lisa"/></p> <p>Your Last Name: <input type="text" value="Collins"/></p> <p>Your Email Address: <input type="text" value="lcollins@gmail.com"/></p> <p>Alternate Email: <input type="text" value="collins@yahoo.com"/> (if provided, we will copy this email on all messages sent out)</p> <p>Contact Phone: <input type="text" value="330-555-1111"/> (if provided, we can use to speak with you if needed)</p> <p>Your Registration Status: <input type="text" value="I have student(s) already in the district"/></p> <p>Account Access Information</p> <p>Parent Username: <input type="text" value="CollinsMom"/></p> <p>Parent Password: <input type="password" value="*****"/> (Known only to you - do not share)</p> <p>Confirm Password: <input type="password" value="*****"/></p> <p>Forgot Password Question: <input type="text" value="Mothers Middle Name"/> (Used to verify your identity, if needed)</p> <p>Forgot Password Answer: <input type="text" value="Taylor"/></p> <p>PIN Code: <input type="text" value="1234"/> (Please provide a pin code for additional security)</p> <p><input type="button" value="Register & Begin"/> <input type="button" value="Go Back"/></p>
<p>**SKIP OPTION #1</p> <p>OPTION #2: To link your child to your account based upon student data please enter your student(s) Last Name, Grade Level and DOB. Click Attach. Please note the Grade Level will be the current/upcoming grade level of the student for the new school year</p> <p>**Student Number is your student(s) lunch code number.</p>	<p>Link A Student To My Account</p> <p>Option #1: Use An Invitation Code</p> <p>If you have a district-provided student invitation code, please type it below and your student will be linked to your account for access.</p> <p>Code: <input type="text"/> <input type="button" value="Attach"/></p> <p>Option #2: Provide Student Details</p> <p>If you do not have an invitation code, please provide us with the following information about your student. If a valid match is found your student will be linked to your account.</p> <p>Student Last Name: <input type="text" value="Collins"/></p> <p>Grade Level: <input type="text" value="2nd Grade"/></p> <p>Date of Birth: <input type="text" value="January"/> / <input type="text" value="01"/> / <input type="text" value="2009"/></p> <p>Student Number: <input type="text" value="250001"/> I don't have this</p> <p><input type="button" value="Attach"/></p>