

Parents' Guide to eSchoolPortal

Accessing eSchoolPortal

Internet Settings

If, upon clicking the **First Time User** link, the screens shown above are not presented, please refresh the screen. Go to **Tools>Internet Options>Settings**. The Internet settings should be set to refresh at every page as indicated below in Figure 5. Disable pop-up blockers on the computer.

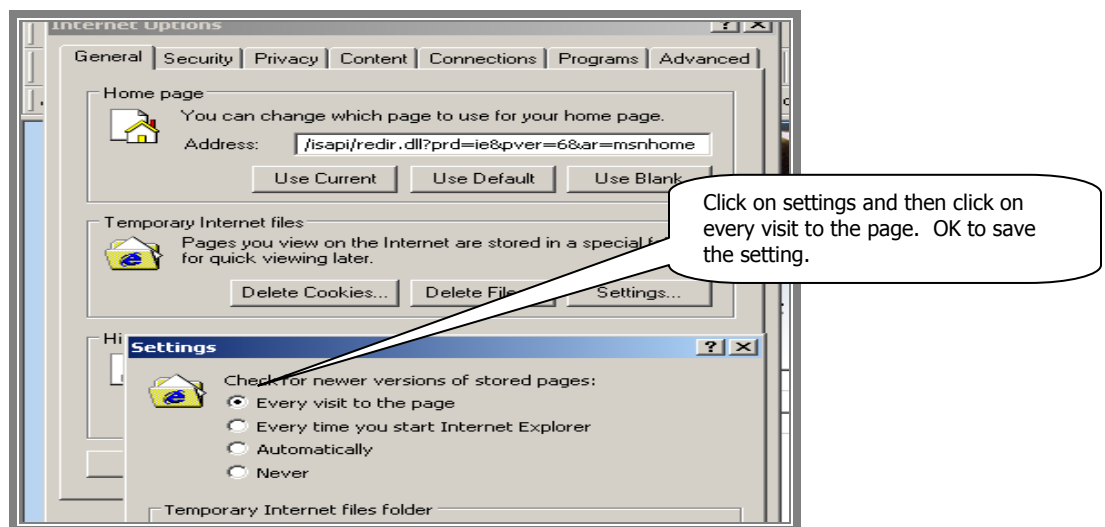


Figure 5 – Internet Options Window for Microsoft® Internet Explorer®

e-School is best supported by Internet Explorer 7. The following are some recommendations as to what options you have:

- Firefox is not supported
- We recommend that you check the browser version first. This is done by opening Internet Explorer and going to the "Help" Menu. Click the last option on the "Help" menu called "About Internet Explorer". A window will open with the version number.
- If using Internet Explorer 6 or less, upgrade to Explorer 7. This can be done by going to the "Tools" menu in Internet Explorer and clicking on the "Windows Update" option.
- If using Internet Explorer 8 and you are experiencing a problem, run IE 8 in compatibility mode (see image 1. below for a picture of the compatibility mode button)
- For MAC users, e-school supports Safari 3.2 or higher.

Logon to the Internet and go to your school's internet website

<https://www.valleystream30.com>.

From the **Quick Links** listing, choose **Parent Portal**.

You will be presented with the following screen. (Figure 1)

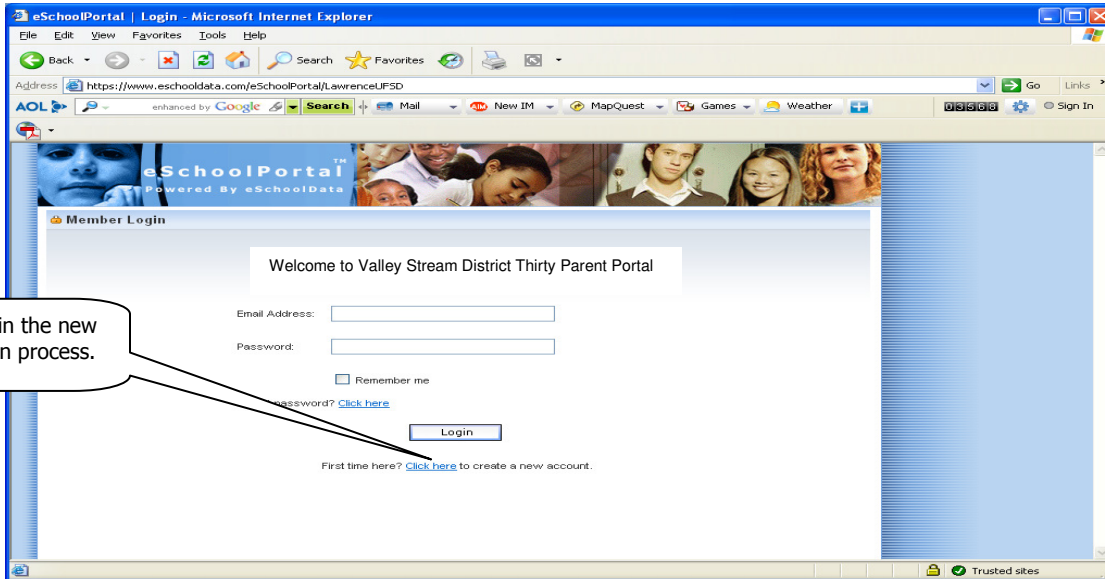


Figure 1 – eSchoolPortal Log-In Page

New Users: First time logging in?

Parents/Guardians requesting eSchoolPortal™ accounts will be asked to enter specific information to begin the account request process. (Figures 2 & 2a)

Parents must use their name **exactly as shown** on their verification form.

Figure 2 – Account Request Screen

Figure 2a – Account Request Screen

The student's grade level and school name is also needed to complete the registration process. After entering the required information needed, click on **Create Account**. A confirmation that the account request has been received will appear. (Figure 3)

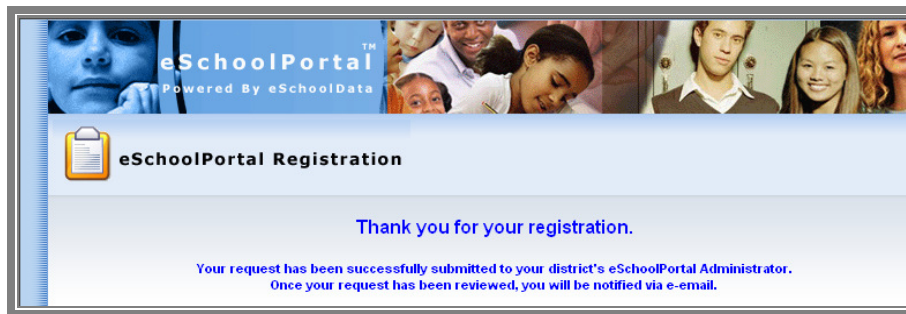


Figure 3 – eSchoolPortal™ Registration Confirmation Screen

Subsequent to verification by a member of the school district, a message will be sent to the email account provided confirming the account activation. (Figure 4)

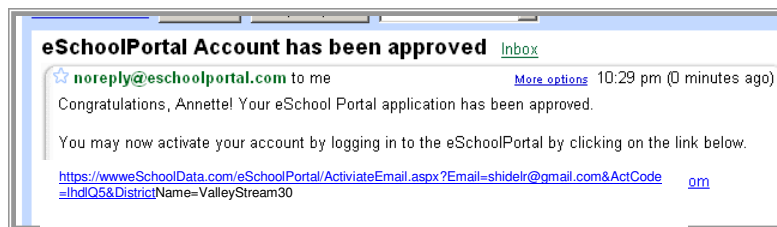


Figure 4 – Account Verification email

The **FAQ** Link on the eSchoolPortal™ logon page will provide a page of Frequently Asked Questions/Answers which may prove helpful.

Logging in

Once logged into the account the password can now be changed, by clicking on the **My Account** tab which is located at the top of the page and following the instructions.

To access information about the student, click on the appropriate child's name at the bottom of the page. (Figure 6)
Select the tab relating to the information to be viewed. (Figure 6)

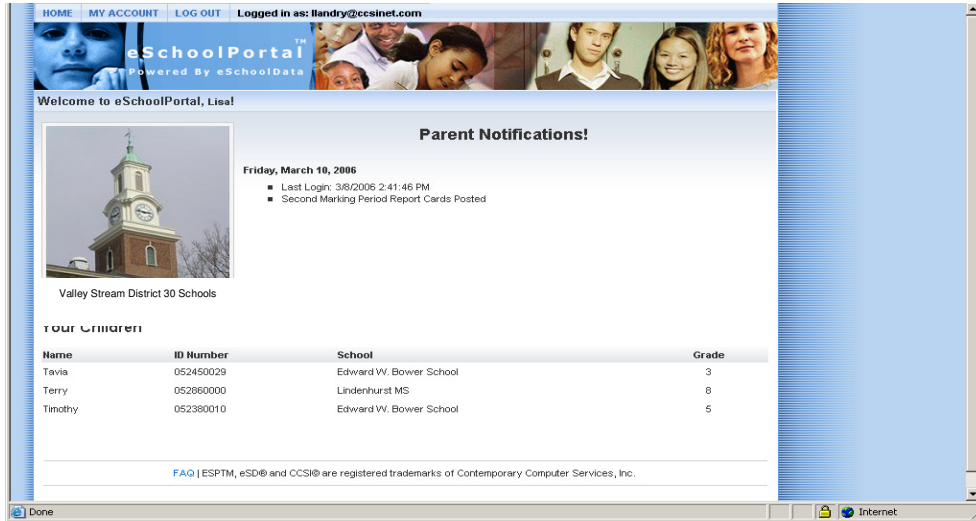


Figure 6 – eSchoolPortal™ Interface after Successful Log-In