

# PARENT PORTAL

## Troubleshooting



The parent can't log in to [weber.powerschool.com](https://weber.powerschool.com)



The parent needs the access code and password.



The parent needs the district code for the mobile app.



The parent can't see one of their children on the portal.



The parent needs their password reset.



The parent wants to know how to pay fees and fines.




The parent needs additional help.




The parent can't log in to  
[weber.powerschool.com](https://weber.powerschool.com)

**Did the parent have a portal account last year? If yes**, they received an email on July 26 detailing how to login. Have the parent check their SPAM.

Weber School District - PowerSchool  Inbox x

**WSD Student System** <StudentSystem@wsd.net>

 to me ▾

**Weber School District  
PowerSchool**

You are receiving this email because you had a guardian account in MyWeber -

Weber School District is using PowerSchool starting this school year for our Student Information System. Below you will find a link to login along with other information.

**To login to PowerSchool**

Click on the link below and enter your email address for the "Parent Username" and "Parent Email Address".

Your email address: [emailaddress@test.com](mailto:emailaddress@test.com)

[https://weber.powerschool.com/public/account\\_recovery\\_begin.html](https://weber.powerschool.com/public/account_recovery_begin.html)

 **PowerSchool SIS**

## Recover Account Sign In Information

[Forgot Password?](#)

[Forgot Username?](#)

Parents, to recover your password or if you have been provided a username and are setting your password for the first time, provide the information below. Students need to contact the school directly.

**Parent Username**

**Parent Email Address**

**Enter**

If you are experiencing sign in issues, please contact your school for assistance. For security reasons, PowerSchool is unable to assist with sign in, password, or other accessibility-related issues.

**Continued on next page.**



The parent can't log in to  
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## Second page of parent email.

Check your email. It may take a minute or two for the email to be received. It will have the subject "PowerSchool Password Reset Request". Make sure to check your spam folder. Click the link in the email to set your password for the first time.



### Recover Password

Enter your username and password.

New password must:

- Be at least 8 characters long
- Contain at least one uppercase and one lowercase letter
- Contain at least one letter and one number
- Contain at least one special character
- Not be a well known password.

Username

New Password

Confirm New Password

Enter

Once your password has been updated you will be signed in. Please remember your new password.

Enter your email address for the "Username" field.

Enter your desired password in the next two boxes, making sure it follows the listed rules. This may be the same password you used for MyWeber.

After you click "Enter" you will be logged in and have access to students assigned to you from last year. From now on, you can log in to the parent portal at the following URL: <https://weber.powerschool.com/public>

Regards,

Tech Services





The parent can't log in to  
[weber.powerschool.com](http://weber.powerschool.com)

**If not parent did not have a MyWeber account or cannot locate the email---**

1. Check the 2 settings below,
2. Then give them the access ID & password and direct them to sign up for an account at [weber.powerschool.com/public](http://weber.powerschool.com/public)

First, open then contact page to check their Portal account access settings.

| Web Account Access                  |          |                           |
|-------------------------------------|----------|---------------------------|
| Account Enabled                     | Username | Account Email             |
| <input checked="" type="checkbox"/> | jadair   | JohnAdair@powerschool.org |

Make sure there is a green check mark in the Account Enabled box

Is an account listed under Web Account Access?

If not, click the Edit Account button, check the box next to Account Enabled and submit the changes

If not, the parent needs to sign up for the portal using the student's access ID & password.

**Edit Web Account Access**

|                       |                                                                                             |
|-----------------------|---------------------------------------------------------------------------------------------|
| Account Enabled       | <input checked="" type="checkbox"/>                                                         |
| Username              | <input type="text" value="jadair"/>                                                         |
| New Password          | <input type="password" value="*****"/>                                                      |
| Confirm Password      | <input type="password" value="*****"/>                                                      |
| Account Email         | <input type="text" value="JohnAdair@powerschool.org"/> <span>Select existing email ▼</span> |
| State Guardian Number | <input type="text"/>                                                                        |

Continued on next page.

Cancel Submit



The parent needs the access code and password.

Search for the student, open their student pages and go to Access Accounts

Quick Lookup  
Print A Report  
Switch Student  
List (1105)

Information

Access Accounts  
Addresses  
Attachments

Verify the box is checked next to Enable Parent Access  
If it is not, check the box and submit to save the changes

Access Keys

Enable Parent Access ☒

Access ID weparent27

Access Password parent

Give the parent the listed Access ID and Access Password

If the access ID and password is not listed, click Auto assign IDs and Passwords for this student

Auto-assign IDs and Passwords for this student



The parent needs the district code for the mobile app.

**District Code**

NSQK

Parents can also find the district code on the parent portal.





The parent can't see one of their children on the portal.

Search for the contact and open the contacts page.

Under the Student tab, verify the student has a checkmark under Data Access. If they do not, follow the steps below:

Students

Show All (+0) Add Students

| School | Name               | Relationship | Custody | Lives With | Primary Contact | School Pickup | Emerg. Contact | Original Contact Type | Start Date | End Date | Data Access | Action                                                                                |
|--------|--------------------|--------------|---------|------------|-----------------|---------------|----------------|-----------------------|------------|----------|-------------|---------------------------------------------------------------------------------------|
| WE     | Becker, Jennifer K |              |         |            |                 | ✓             | ✓              |                       |            |          | ✓           |   |
| WE     | Smith, Lee         | Father       | ✓       | ✓          | ✓               | ✓             | ✓              |                       |            |          |             |  |

Click the pencil icon

Click the "Data Access" tab

Check the box next to "Can Access Student Data And Email"

Details: Smith, Lee J 032

Active All **Data Access**

☒ Can Access Student Data And Email

What information would you like to receive?

- ☐ Summary of Current Grades and Attendance
- ☐ Detail Report Showing Assignment Scores for Each Class
- ☐ Detail Report of Attendance
- ☐ School Announcements
- ☐ Balance Alert

Frequency of Emails: Never

Additional Notification Emails:

(Separate multiple email addresses with commas)

☐ Send Now

Cancel Submit

Click Submit to save the changes



The parent needs their password reset.

Search for the contact and open their page.

Web Account Access

| Account Enabled | Username | Account Email             |
|-----------------|----------|---------------------------|
| ✓               | jadair   | JohnAdair@powerschool.org |

Click Edit Account

Edit Account

Edit Web Account Access

Reset to temporary password

Temp password: lastname12345  
(ex: adair12345)

Submit to save changes.

This will prompt contact to change password the next time they sign in.

Account Enabled



Username

jadair

New Password

\*\*\*\*\*

Confirm Password

\*\*\*\*\*

Account Email

JohnAdair@powerschool.org

Select existing email

State Guardian Number

Cancel

Submit





The parent wants to know how to pay fees and fines.

Login to the parent portal account by going to [weber.powerschool.com/public](https://weber.powerschool.com/public)

In the left hand menu, scroll down and select Purchases and Payments option.



Purchases and Payments

## Fees Information

All fee payments must be done through the portal using a web browser. They cannot be made through the PowerSchool app.



Forms



School Bulletin



Class Registration



Balance



My Schedule



School Information



Account Preferences



Student Backpack



Purchases and Payments

Show dropped classes also

| Attendance By Day |   |   |   |   |           |   |   |   |   |          |     |
|-------------------|---|---|---|---|-----------|---|---|---|---|----------|-----|
| Last Week         |   |   |   |   | This Week |   |   |   |   | Absences |     |
| M                 | T | W | H | F | M         | T | W | H | F | 23-24    | YTD |
|                   |   |   |   |   |           |   |   |   |   | 0        | 0   |
| Attendance Totals |   |   |   |   |           |   |   |   |   | 0        | 0   |

### Legend

**Attendance Codes:** Blank=Present | A=Absent | T=Tardy | AB=Parent Verified Absence | AD=Administrative Excused Absence | BR=Bereaver Absence | DR=Doctor | EC=Early Check Out | EX=Other Excused Absence | GS=School Activity -Off Campus | IS=In School Suspension | LC=Flexible Learning | OS=Short Term Flexible Learning | PA=Pre-Arranged Absence | SE=School Activity - On Campus | SR=Sick Room | SU=Sus



The parent needs additional help.

When parents visit [weber.powerschool.com](http://weber.powerschool.com), support information is below the login fields.

Parents may call **801-452-4446** (leave a message, we have team members reviewing and responding to all messages) or email **[myweber.wsd.net](mailto:myweber@wsd.net)**.

PowerSchool SIS

Parent Sign In

Sign In

Create Account

Username

Password

Forgot Username or Password?

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

Support

For help with the PowerSchool Parent Portal, please call 801-452-4446 or email at [myweber@wsd.net](mailto:myweber@wsd.net).

Fees Information

All fee payments must be done through the portal using a web browser. They cannot be made through the PowerSchool app.