



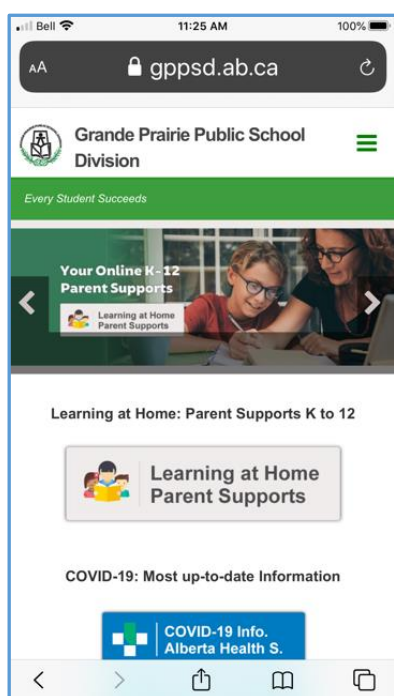
## For GPPSD Current Families Logging into PowerSchool Parent Portal on their Mobile Devices

Please see the following pages for instructions on how to Sign into your PowerSchool Parent Portal on your mobile device.

The link to the PowerSchool Parent Portal can be found on the GPPSD website home page at [www.gppsd.ab.ca](http://www.gppsd.ab.ca).

Troubleshooting: If you click a link in an email that you have received when a form is assigned, it may not take you directly to the parent portal sign in, or if it continues to scroll, in your regular browser go to the GPPSD website and click on the PowerSchool Parent Portal Button.

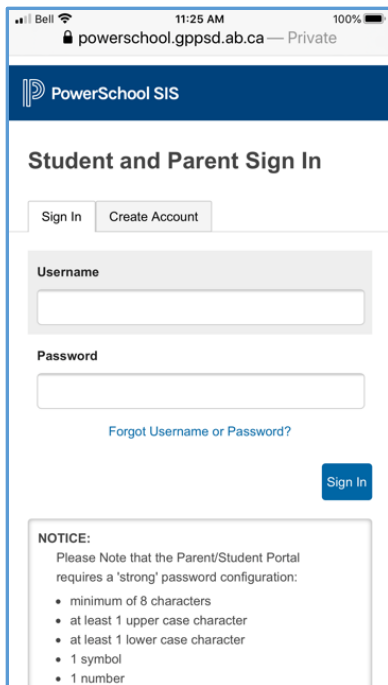
GPPSD Website



Then scroll down to find the Current Families with GPPSD Button



Any families that are Pre-registered for 2020-2021, have been approved and received the email for their PowerSchool Account are now Current Families with GPPSD. (check your Junk mailbox for the email if you didn't receive it, or call your school to inquire about the temporary password)

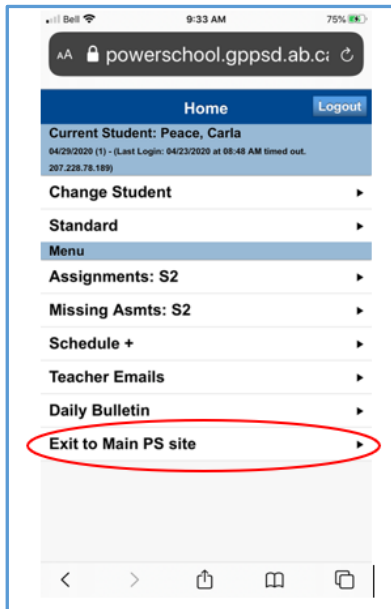


This will be the log in screen for the PowerSchool Parent Portal.

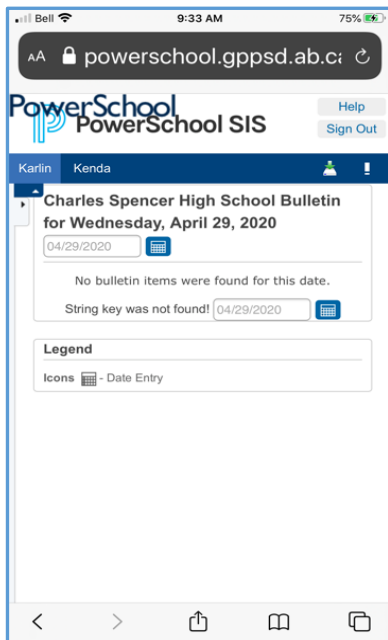
Log in to the PowerSchool Parent Portal with your User Name and password.

If you have forgotten your log in information, click the [Forgot Username or Password?](#) and follow the steps.

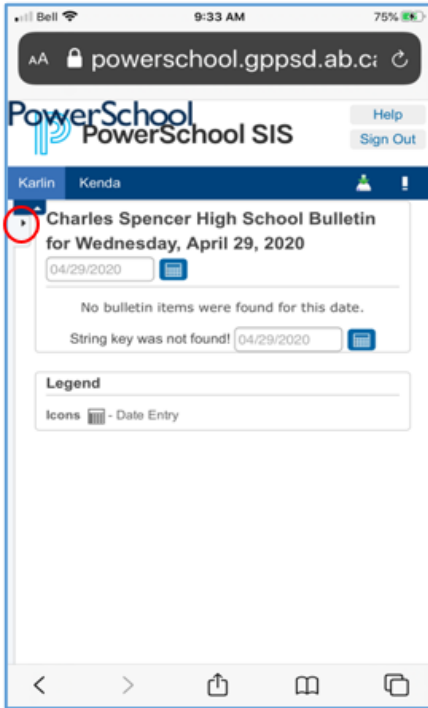
If you are still having trouble, contact your school and they will be able to assist.



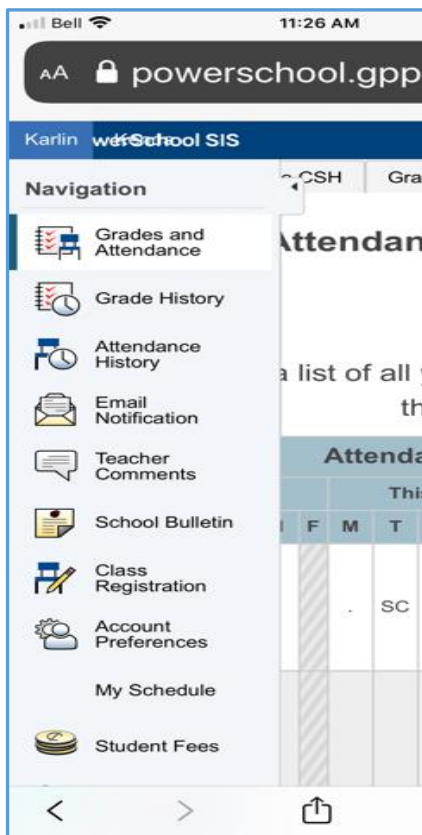
If you see this window, you will want to click Exit to Main PS site



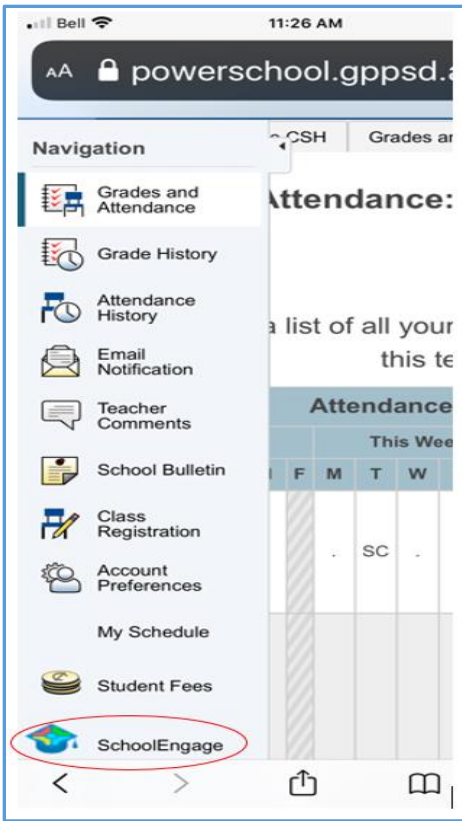
PowerSchool Parent Portal Home Page will open.



You will see a small gray tab with a black triangle in it, click the triangle, this will expand the Navigation Menu.



When the Navigation Menu opens you may have to scroll to the bottom to see the School Engage icon.



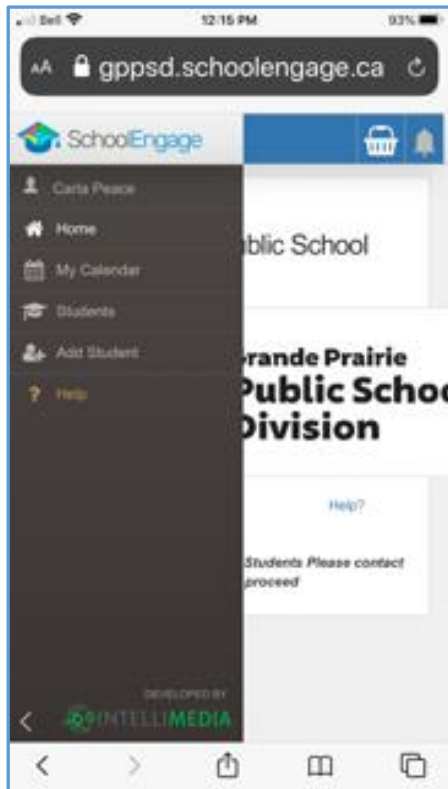
Click on the School Engage icon.



This is the School Engage Home Page



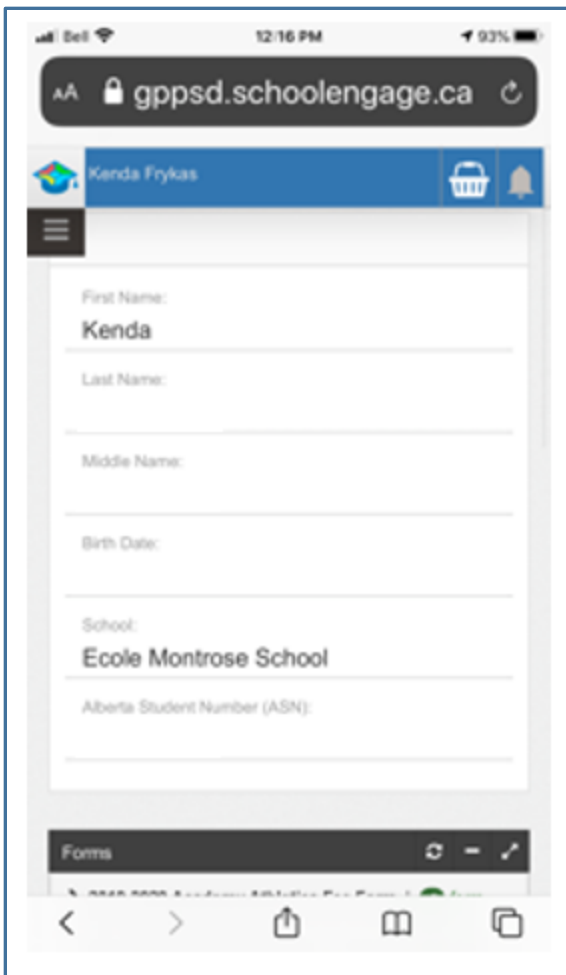
Click the grey box with the lines to open the Navigation Menu.



Click on the Students box, this will open all students that are attached to your profile.

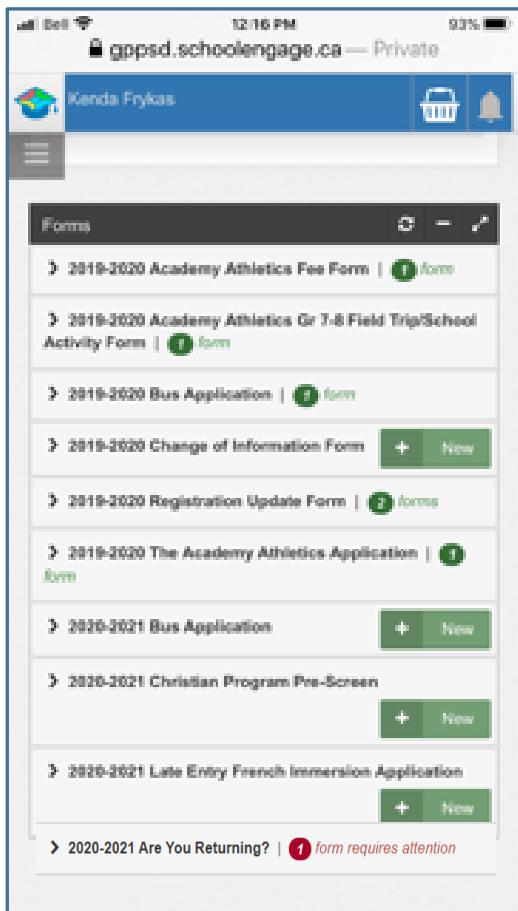
Any students that have required actions on forms, there will be a red dot on students, and a red dot on the student with the form.





By clicking the student name it will bring up their student profile.

Scroll down to see the forms available to this student



### Completing a Form

Any for that has a “New” green box beside it is a new form that can be completed.

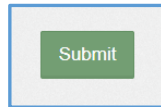
Any that have the green “Form” means you have already completed this form.

Any forms that have this Red dot and the message “form requires attention” are forms that need to be completed.

Complete all pages of the form as required. Fields that need to be completed will be red outlined.

If field data has been auto populated with information, many of those field can be changed. If you need a change that is not available to you, please contact your school.

Click submit when your form is complete.



Once the form has been submitted, no further revision can be made, other than additions of document uploads. Please contact the school for any further revisions.