Panama Central School
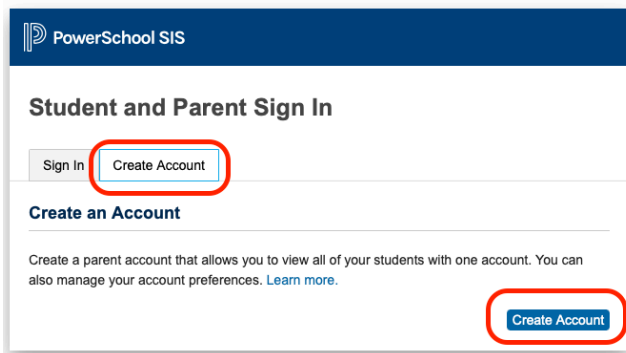# Parent Portal
PowerSchool Instructions

Dear Parent or Guardian:

We are pleased to introduce you to the PowerSchool Parent Portal. Parents and guardians can have one login to access all their student's grades and attendance in one place. Also, parents and guardians will not have to share logins as each parent or guardian can set up his or her own unique login and password. Please follow the directions below to get started using the PowerSchool Parent Portal.

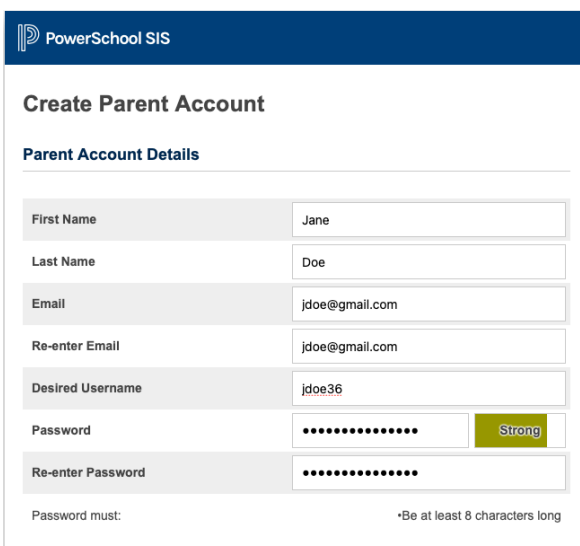1. Go to the "PowerSchool Parent Portal" log in page:

   https://ps.pancent.org/public

2. Choose "Create Account"

3. At the top of the screen fill in your information including new password, which must be at least 8 characters.

First Name – Enter your first name

Last Name – Enter your last name

Email – Enter your email address

Desired Username – Enter the username you would like to use when logging into the PowerSchool Parent Portal. The username must be unique. If you enter a username that is already in use, you will be prompted to select or enter another username.

Password – Must be minimum of 8 characters. When entering your password a colored bar will appear to the right – this indicates the strength of the password.

Re-enter Password – Re-enter your password. The password you enter must match the original password field.

4. At the bottom of the screen, enter the Student Name, Access ID, Access Password, and choose a relationship to link your students to your new login. If you have more than one student, you can enter all of their pertinent information on this screen as well.

Link Students to Account

Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account

1

Student Name	Jennifer Doe
Access ID	DOE1234
Access Password	••••••••
Relationship	Mother

2

Student Name	Jonathan Doe
Access ID	DOE5678
Access Password	••••••••
Relationship	Mother

To obtain your child's Access ID and Password, contact the Elementary Office, High School Office, or the Technology Department.

PCS Phone Number: 716-782-2455

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(Elementary Office Secretary)

Chrissy Smith – csmith@pancent.org
(High School Office Secretary)

Jenn Johnson – jjohnson@pancent.org
(Technology Assistant)

5. Once you click enter, you will be taken to the Parent Portal log in screen and should see the following:

PowerSchool SIS

Student and Parent Sign In

Sign In	Create Account

✔ Congratulations! Your new PowerSchool account has been created. Check your email for a link to verify your account.

Username	
Password	

Forgot Username or Password?

Sign In