

Instructions for MTSS/Panorama Account Setup

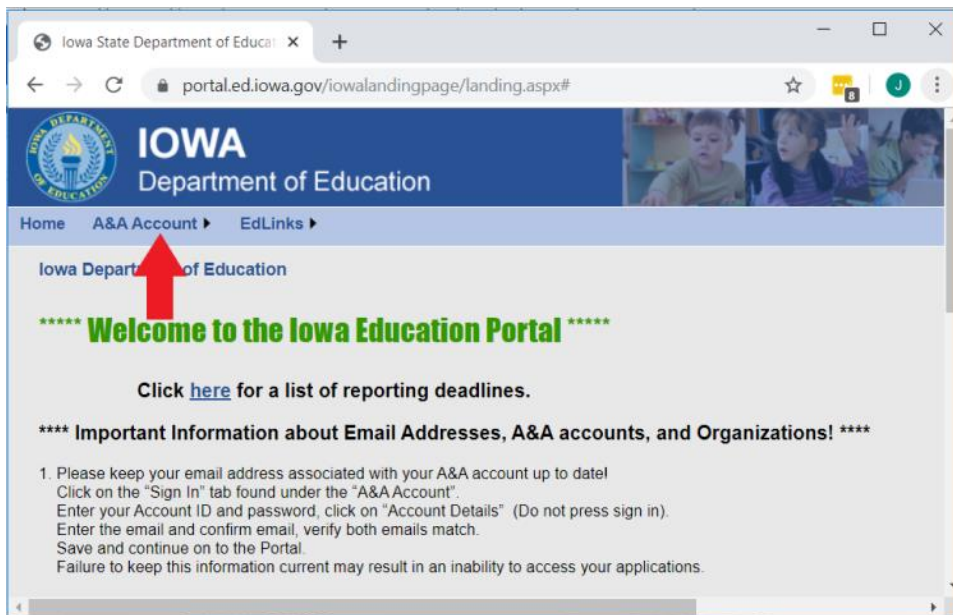
Introduction/Overview

MTSS (Multi-Tiered System of Supports) provides a guiding framework for educators to prioritize students in need of additional supports, use evidence-based practices, and progress monitor with data. Panorama is a company that is providing a web site that will include FAST scores and the ability to document interventions to improve student performance. This system is accessible through the Iowa Department of Education web site (portal.ed.iowa.gov).

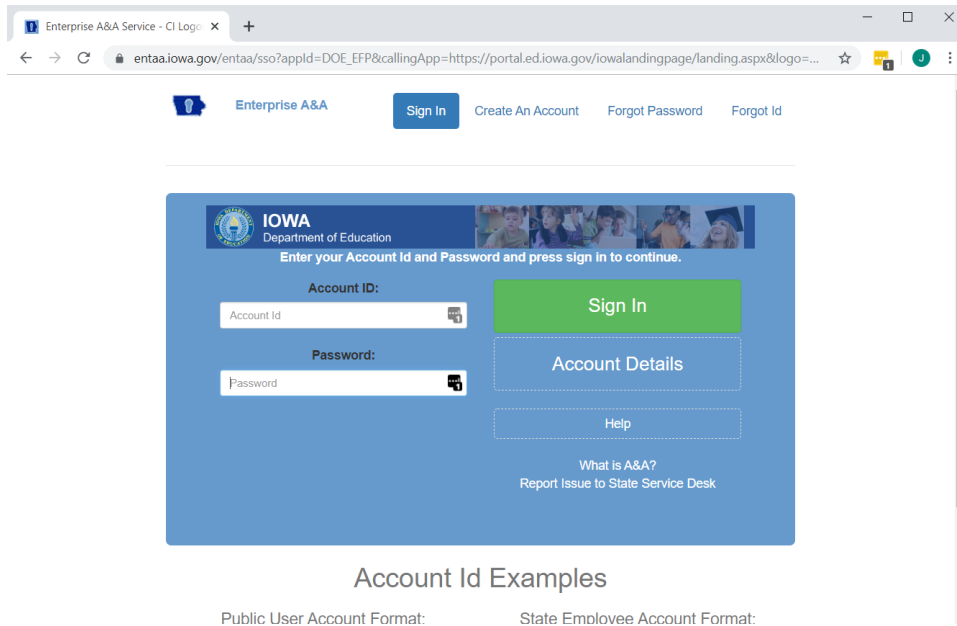
This document describes how to access that site and get logged into the portal.

Method

Browse to the Iowa Department of Education web site (portal.ed.iowa.gov) and you should be prompted with the following screen. Click on the menu item “A&A Account” and then Sign-in

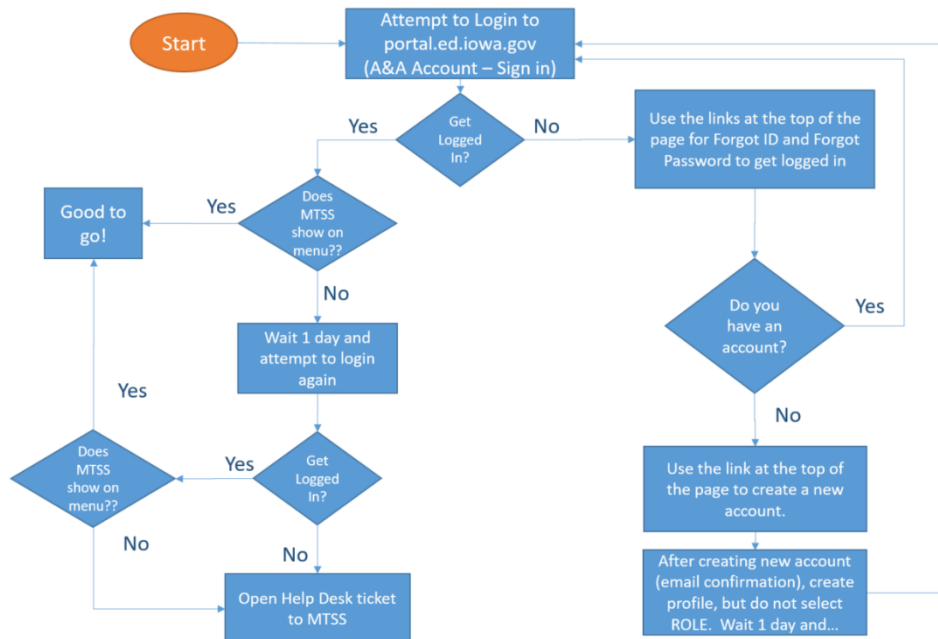


You should see the following screen prompting you to login:



NOTE: If you do not see the Sign In, Create An Account, Forgot Password, Forgot ID on the top of the screen, you may need to expand your window (smaller window shows the mobile version of the web site). If you had an account for the “Tiers” system, the username and password should be the same. You can also follow a process to recover your ID and/or your password.

If you do not have an account, you can create one. Here is a flow chart you can follow to work your way through to get logged in with your account:



Create an Account

If you have to create an account, click on the Create An Account link on the top of the screen. You should see the following screen.

Enter your first and last name and click Register. The next screen will look like:

Create Account

IOWA
Department of Education

Account Id:
MATT.POINTER@IOWAID

First Name:
Matt

Last Name:
Pointer

Email:
pointem@live.siouxcityschools.com

Confirm Email:
pointem@live.siouxcityschools.com

Save Account Details Cancel Help

Trans Id: 408ZGP
You are looking at:
Self Service Registration

Additional Terms, Privacy & Warranty Information
Enterprise Authentication & Authorization - Common Interface

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Complete the email address information and click Save Account Details. You should get the following screen (note: you may get a pop-up telling you that you are creating a new account, just click OK):

Registration Confirmation

IOWA
Department of Education

An email has been sent to the email address you provided.
It will contain your Account id and instructions to complete your registration.

The email that was just sent to you may show up in a matter of seconds or could take hours. Once sent, we have no way to track this email to determine if or when you have received it. If you do not receive an email within 48 hours you will not be able to complete the registration process and will need to re-register.

Possible reasons you did not receive the email to confirm your account.

1. When registering, you may have entered an invalid email id in both of the email and confirm email text boxes.
2. The email may have gone to your spam, junk, or blocked email folders.
3. In rare occurrences email security products are not allowing this email to be received normally.

Please note: If you do not complete the registration process defined in the confirmation email within 48 hours, you will be required to start the registration process over.

Trans Id: 408ZGP
You are looking at:
Registration Confirmation

Additional Terms, Privacy & Warranty Information
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You will receive an email asking you to confirm your account and prompting you to set up a profile. Go to the web site and fill out the profile, but do not select a role. That will be done for you. You may need to wait up to one day to receive another email confirming your access. If not, just try logging in again and you may get logged in.