

Register New User

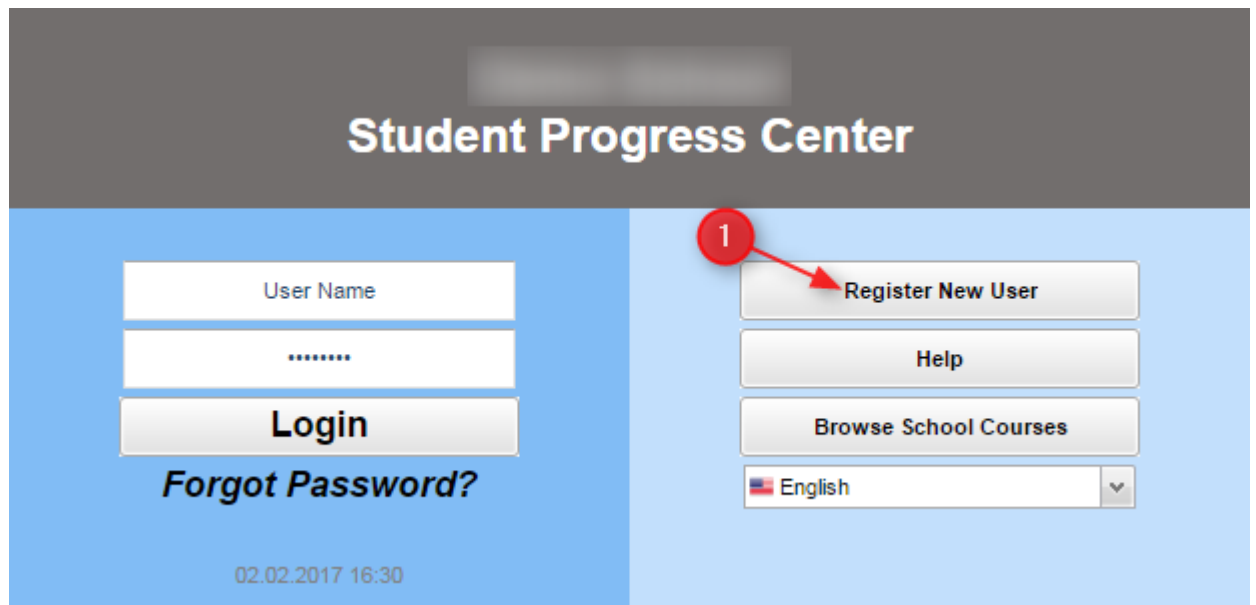
From Student Progress Center

This page will show you how to register as a new user so you can view your child's grades, days absent, discipline and more.

Video

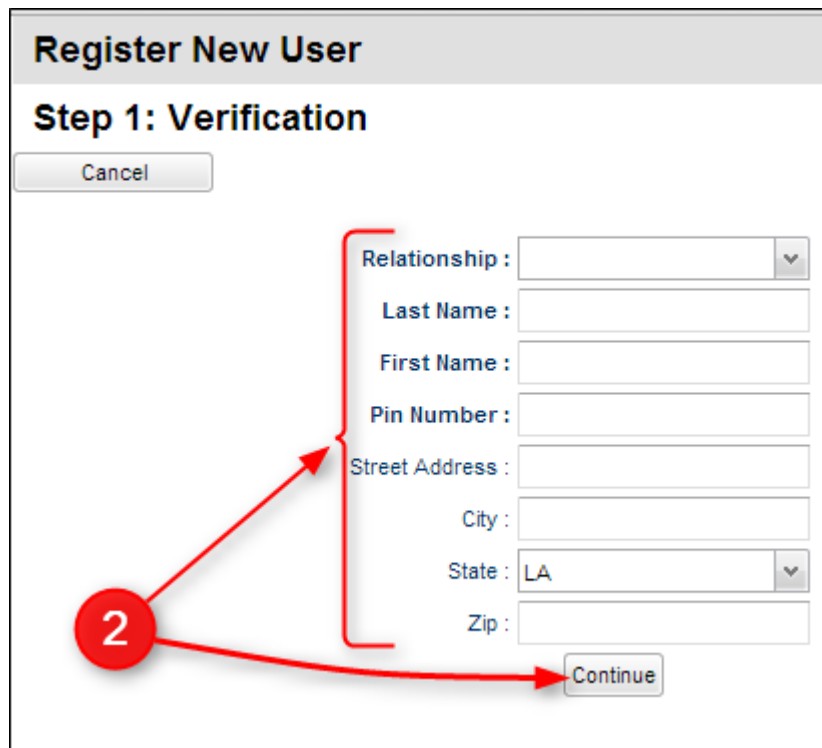
Register New User video

1. For first time users, click the button “Register New User” as shown below.



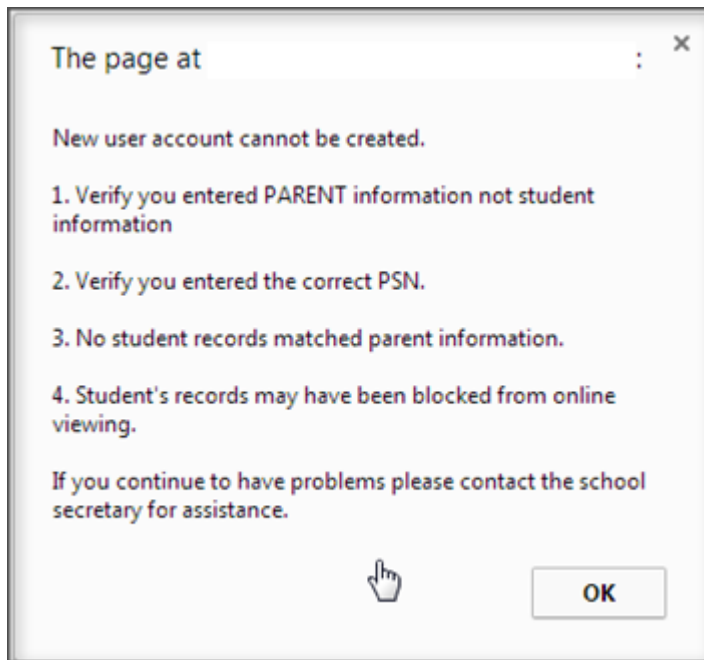
The screenshot shows the 'Student Progress Center' interface. On the left, there is a login section with input fields for 'User Name' and a password (represented by dots), a 'Login' button, and a link for 'Forgot Password?'. At the bottom left, the date and time '02.02.2017 16:30' are displayed. On the right, there is a registration and navigation section. A red circle with the number '1' and an arrow points to the 'Register New User' button. Below this button are 'Help' and 'Browse School Courses' buttons, and a language dropdown menu currently set to 'English'.

2. Select your relationship with the student from the drop down menu and then enter your information into the proceeding fields.
 - **Note:** Not all of the information shown in the illustration below is required by every district.



The image shows a web form titled "Register New User" with a sub-header "Step 1: Verification". At the top left is a "Cancel" button. The form contains several input fields: "Relationship:" (a dropdown menu), "Last Name:", "First Name:", "Pin Number:", "Street Address:", "City:", "State:" (with "LA" selected in the dropdown), and "Zip:". A red circle with the number "2" is positioned to the left of the form. A red bracket groups the "Relationship:", "Last Name:", "First Name:", and "Pin Number:" fields. A red arrow points from the "2" circle to the "Continue" button at the bottom right.

3. If the information *did not* match the data system, a message like below will appear. A new user must be listed as a Guardian, Father, or Mother of the student and all information about the user must match exactly with what is in the system. If you believe all the information is typed correctly and you are getting the message below, please contact your child's school to verify/update your information or to see if a fee is owed.



The image shows a dialog box titled "The page at" with a close button (X) in the top right corner. The text inside the dialog box reads: "New user account cannot be created." followed by a numbered list: "1. Verify you entered PARENT information not student information", "2. Verify you entered the correct PSN.", "3. No student records matched parent information.", and "4. Student's records may have been blocked from online viewing." Below the list, it says "If you continue to have problems please contact the school secretary for assistance." At the bottom, there is a hand cursor icon and an "OK" button.

4. If the information *did* match with the data system, a screen like below will be shown. Enter a User Name, then enter the desired Password (twice). Click on "Complete" to finish the new user registration.

Register New User

Step 2: User Creation

4

User Name

Password

Confirm Password:

Student Progress Center

Retrieved from "https://spc.edgear.net/wiki/spc/index.php?title=Register_New_User&oldid=831"

- This page was last modified on 13 February 2017, at 11:58.
- This page has been accessed 252,249 times.
- [Privacy policy](#)
- [About Student Progress Center](#)
- [Disclaimers](#)