

# PARENT PORTAL HELP

## Do you already have an account?

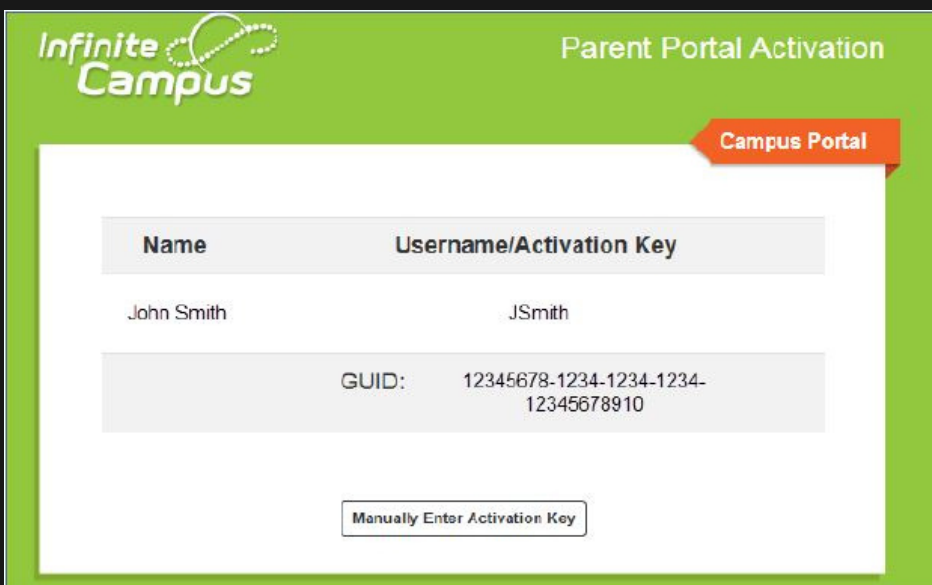
If yes,

Contact your child's school for information on how to get your password reset in Infinite Campus.

If no,

- Go to [Hallco.org](http://Hallco.org) > Parent Toolbox > Infinite Campus > New IC User
- Once you have entered the child's SSN and birthdate, you will be taken to a page with a GUID code. **This is the activation key.** Then you can set up the login and password

**CAMPUS PASSWORD = THE PASSWORD YOU JUST CREATED**

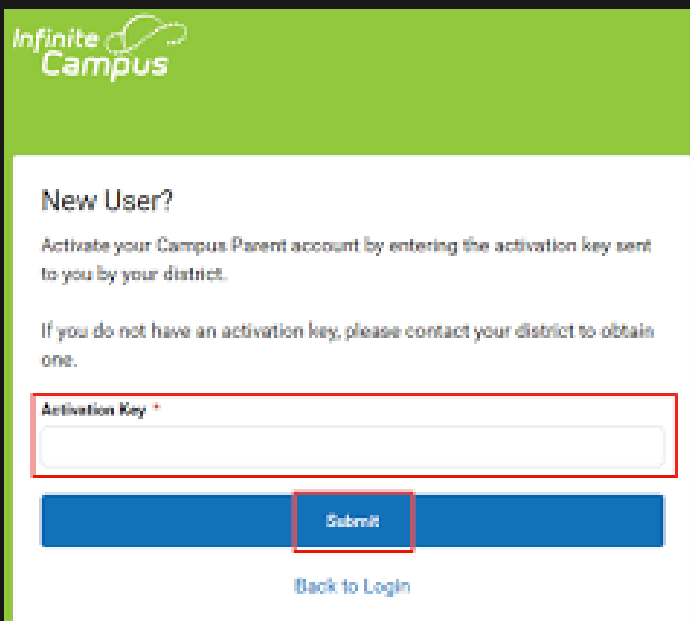


The screenshot shows the 'Parent Portal Activation' page. It features a table with two columns: 'Name' and 'Username/Activation Key'. The first row shows 'John Smith' and 'JSmith'. The second row shows 'GUID: 12345678-1234-1234-1234-12345678910'. Below the table is a button labeled 'Manually Enter Activation Key'.

The **activation key (Also called a GUID)** is given once you enter the correct SSN and birthdate for your student on the NEW Infinite Campus user page. Copy this code, then press "Manually Enter Activation Key" and be taken to the next page.

## ON THE NEXT PAGE,

You can paste the GUID code/activation key into the box shown in red here and press submit.



The screenshot shows the 'New User?' page. It has a text input field for 'Activation Key' and a 'Submit' button. Both the input field and the button are highlighted with red boxes. There is also a 'Back to Login' link at the bottom.

## HOW TO FIND ... ?

Within Infinite Campus, parents can find their student's schedule, progress/report grades, etc. by clicking on the links to the left-hand side of your desktop screen. On a mobile device, you will have to click the button in the top left corner to see the list of options.

- Parent
- Message Center
- Today
- Calendar
- Assignments
- Grades
- Grade Book Updates
- Attendance
- Schedule
- Responsive Schedule
- Academic Plan
- Fees
- Reports
- Discussions
- More

