

PowerSchool & PSL (PowerSchool Learning) Parent Accounts

Explanation of PowerSchool Accounts & Instructions for Parents

Contents

Parent Accounts:.....	1
Account Setup Scenarios:.....	1
Scenario 1: Parent does not have a PowerSchool account.....	1
Process for Parents without an account:.....	1
Part A: Creating your PowerSchool Parent Account.....	1
Scenario 2: Parent has setup PowerSchool account:.....	4
Part B: Creating your PSL Parent Account.....	4
PowerSchool Learning Parent How-To:	5
How to Update/Modify Your PSL Notifications & Profile Information	6
How to use the Welcome Page:.....	7
How to use the Class Pages:.....	8
How to get help:.....	8

Parent Accounts:

In order for parents to access student grades (PowerSchool) and see student assignments, teacher communications, class resources, etc. (PowerSchool Learning), parents must create an account at <https://powerschool.cdolinc.net/public>.

1. If you are a parent who already has a PowerSchool account, with the Diocese of Lincoln Schools, and would like access to PowerSchool Learning, [please click here to view the instructions on how to login with your existing PowerSchool account](#).
2. If you do not have a PowerSchool account with the Diocese of Lincoln Schools, please continue reading.

Account Setup Scenarios:

Scenario 1: Parent does not have a PowerSchool account.

- If you already have a Parent account for PowerSchool please go to Scenario 2.

Process for Parents without an account:

- A. You will need to create a PowerSchool Parent Account and link to your children. See instructions below.
- B. After creating your parent account, your username will be synced with PSL (PowerSchool Learning). Only the username and parent/child links are synced to PSL. Your PowerSchool account password is not synced with PSL. Please be patient as the sync from PowerSchool to PSL occurs hourly and you may not be able to access your account immediately.

Part A: Creating your PowerSchool Parent Account

1. Go to <https://powerschool.cdolinc.net>
2. Click Create Account tab



DIOCESE OF LINCOLN SCHOOLS

PowerSchool

Student and Parent Sign In

Sign In **Create Account**

Username

Password

[Forgot Username or Password?](#)

Sign In

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3. Click the Create Account button



DIOCESE OF LINCOLN SCHOOLS

PowerSchool

Student and Parent Sign In

Sign In **Create Account**

Create an Account

Create a parent account that allows you to view all of your students with one account. You can also manage your account preferences. [Learn more.](#)

Create Account

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4. Fill in your first name, last name, and email address.
5. Create a unique username that you desire.
6. Create a password that matches the requirements.

Create Parent Account

First Name	Smith
Last Name	John
Email	john.smith@gmail.com
Desired Username	jsmith
Password	<input type="password" value="....."/> Strong
Re-enter Password	<input type="password" value="....."/>

Password must:

- Be at least 7 characters long
- Contain at least one uppercase and one lowercase letter
- Contain at least one letter and one number
- Contain at least one special character

7. Scroll down to link Students to Account
 - a. Type in the **student's name**
 - b. Type in the **access ID** for your student (this should have been given to you in a letter from the school)
 - i. NOTE: If you do not have this letter, please contact your school.
 - c. Type in the **Access Password** (this should be in the same letter from the school)
 - d. Select your relationship to the student

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	Jill Smith
Access ID	Smith476
Access Password	<input type="password" value="....."/>
Relationship	Father ▼
2	
Student Name	Joe Smith
Access ID	Smith809
Access Password	<input type="password" value="....."/>
Relationship	Father ▼

8. Repeat step 7 for each of your children that have an Access ID and Password.
9. When you have finished adding all of your students, click the **Enter** button at the bottom of the page.
10. This will take you back to the PowerSchool log on page.
11. Log in with the username and password you just created to access the parent portal.

Scenario 2: Parent has setup PowerSchool account:

- If you do not have a PowerSchool parent account go through the [Creating your PowerSchool Parent Account](#) steps, before proceeding!
- If you just setup your parent account it may take up to an hour before your username is synced to PSL (PowerSchool *Learning*).

Part B: Creating your PSL Parent Account

1. In a web browser navigate to <https://cdol.learning.powerschool.com>
2. On the login page go to the bottom of the page and click "Forgot your username or password?"

Sign in with Microsoft Office 365™

If you have an email account in one of the following domains, you should sign in using your Microsoft Office 365™ account here.

- cdolinc.net
- 365.cdolinc.net

Sign in with Office 365

Or

Sign in with your PowerSchool Learning account

If you don't have a Microsoft Office 365™ account, sign in using the form below.

Username

Password

Sign in

[Forgot your Username or Password?](#)

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3. Enter the email address or username that you setup in PowerSchool and click submit.

Forgot Your Username or Password?

Enter your email address or username and click "Submit." You will receive an email with your username and instructions for resetting your password.

Email Address

or

Username

Submit **Cancel**

4. Check your email and don't forget to check the junk/spam folder if you haven't seen the email after 5 minutes.

From: Diocese of Lincoln Schools <noreply@cdol.learning.powerschool.com>
Date: August 24, 2018 at 9:21:29 AM CDT
To: Your Email Address
Subject: Diocese of Lincoln Schools password change request
Reply-To: PowerSchool Learning <noreply@haikulearning.com>



Forget your username or password,

Your username is Your Username Here

Follow the link below to reset your password:

https://cdol.learning.powerschool.com/do/account/reset_password/e8b707e12b184b035a7ae6a23c76e634864e07b4?

Note that the link will only be available for 24 hours from the time you requested this password reset.

Powered by PowerSchool Learning | [Manage your Notifications.](#)

5. Click the link in the email and follow the steps to reset your password.
 - a. We recommend for the sake of simplicity that you use the same password as you setup in PowerSchool. You may utilize a different password for additional security.
 - b. Remember that if you change your password for PowerSchool it is not automatically changed in PSL and vice versa.
 - c. If you forget your username or password for either of these sites please utilize the “forgot password” options. The school does not keep a record of your password and will be unable to retrieve it.
6. You should now be able to login to PowerSchool *Learning* (PSL) at <https://cdol.learning.powerschool.com>
 - a. Remember all parent accounts will use the bottom half of the login screen.

Sign in with Microsoft Office 365™

If you have an email account in one of the following domains, you should sign in using your Microsoft Office 365™ account here.

- cdolinc.net
- 365.cdolinc.net

Sign in with your PowerSchool Learning account

If you don't have a Microsoft Office 365™ account, sign in using the form below.

Username

Password

Sign in

[Forgot your Username or Password?](#)

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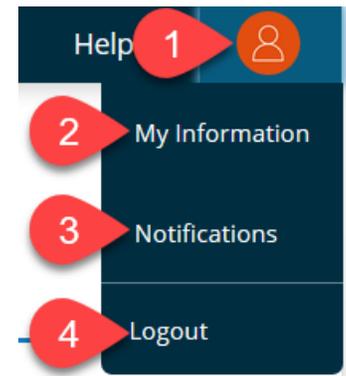
Parent Accounts Please Sign In Here!

PowerSchool Learning Parent How-To:

Once you have logged into PSL you should consider modifying your notification settings, and updating your profile information. You should also get acquainted with the welcome page of PSL and learn how to switch views between your children. Continue reading to learn how.

How to Update/Modify Your PSL Notifications & Profile Information

1. Click the silhouette (person icon) in the top right corner.
 - a. Note that you can access #2 your information settings, #3 your notification settings, and #4 logout through this menu.
2. Click My Information
 - a. On this page you can modify your contact information, sign up for text notifications (optional), add a profile picture, and see the children linked to your account.
3. Click Notifications
 - a. On this page you can modify the frequency and type of notifications you receive. If you do not want instant notifications, please uncheck all boxes in this column.



Learning
My Classes ▾ Help ▾

My Account

My Information Notifications

My Notifications

Notification Accounts	
Email	<input type="text" value=""/> update
Mobile Phone	Not Provided add

ⓘ Please add noreply@cdol.learning.powerschool.com to your trusted email accounts list to avoid spam filters.

Notify me when...	Daily Email	Instant Email	Instant SMS
A new Class Announcement is posted. ⓘ	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Someone comments on one of my Pages.		<input type="checkbox"/>	<input type="checkbox"/>
Someone comments after me on a Page.		<input type="checkbox"/>	<input type="checkbox"/>
Someone writes a new post or reply in a Discussion. ⓘ	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Someone replies to a Discussion thread I've posted in.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have a new Inbox Message.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have a new Message or File for an Assignment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have successfully handed-in my Assignment. ⓘ		<input type="checkbox"/>	<input type="checkbox"/>
I have updates to content in my Classes.	<input type="checkbox"/>		
One of my Grades was published.		<input type="checkbox"/>	

Additional Messages

Subscribe to PowerSchool Learning Newsletter.

Save Changes
Cancel Changes

How to use the Welcome Page:

After you've logged in you will see all of the active classes that your children see. You can change this view to see which classes each student is enrolled in using the drop down menu in the top left corner. You will also see a calendar, announcements, and recent items. Click on any class name to navigate into that class page.

The screenshot shows the 'Learning' LMS interface. At the top left, there is a 'My Classes' section with a list of classes, each with a checkmark and a dropdown arrow. A red circle highlights a dropdown arrow, and a mouse cursor is pointing at it. A dropdown menu is open, titled 'Show classes for:', with options: 'Me' (checked), 'My Child 1', 'My Child 2', 'My Child 3', 'My Child 4', and 'Etc...'. To the right of the classes list is a calendar for 'Aug 2018'. The calendar shows days of the week (T, W, R, F, S) and dates. The date '29' is highlighted in yellow. Below the calendar, there are announcements for 'Wed, Aug 29' and 'Fri, Aug 31'. The 'Wed, Aug 29' announcement includes 'Homework 2 - Section 1'. The 'Fri, Aug 31' announcement includes 'Section 1 Test' and 'Glory Be due'. At the bottom right of the calendar area, there is a link 'View next 7 days'.

Learning

Welcome, [blurred]

My Classes

- 8th American History
- 8th Grade Technolo...
- Biology Sem 1 (Wats...
- Boys PE/Health -S1- ...
- English III (2) - 10
- French I -S1- (2) - 8
- French IV -S1- (1) - 7
- Geometry
- Physics (2) - 12

Show classes for:

- Me
- My Child 1
- My Child 2
- My Child 3
- My Child 4
- Etc...

Aug 2018

T	W	R	F	S
31	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	1

Wed, Aug 29

- Homework 2 - Section 1

Fri, Aug 31

- Section 1 Test
- Glory Be due

[View next 7 days](#)

How to use the Class Pages:

1. From any class page click the PSL logo to return to the Welcome Page.
2. These are the class pages. Click on any name to go to that page. Click the caret symbol to expand nested pages.
3. Click Calendar, Messages, or Activities to see more class content.

The screenshot shows a user interface for a Spanish II class page. At the top left is the PowerSchool Learning logo with a red circle containing the number '1'. The page title is 'Spanish II' with a red circle containing the number '3'. Below the title is a navigation bar with 'Pages', 'Calendar', 'Messages', and 'Activities'. On the left is a sidebar menu with a red circle containing the number '2' next to the 'About Me' link. The main content area displays a 'Welcome!' message and a decorative image of a sombrero and maracas with the text '¡Bienvenidos! WELCOME TO SPANISH'. Below the image is a text block titled 'Welcome to our class page!' with a paragraph explaining the page's purpose and how to access supplemental materials.

How to get help:

Please contact your school for assistance or use the help menu to learn more about PowerSchool Learning. Thank you for using PowerSchool and PowerSchool Learning.