



Vision Parent Portal

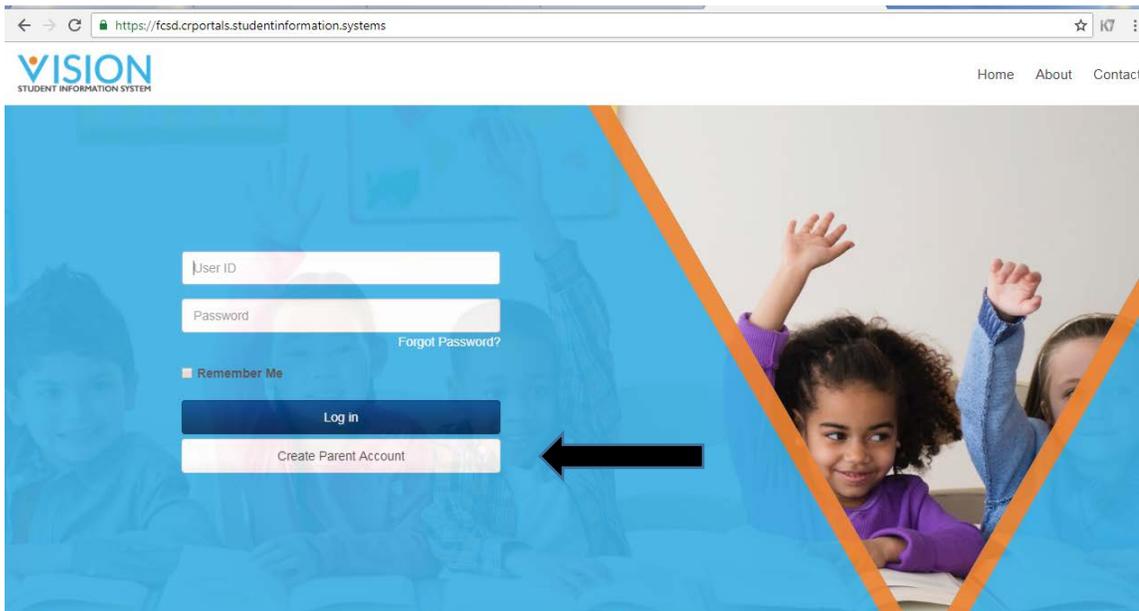
HOW TO:

- Create an account
- Add multiple students



The Parent Portal can be accessed on the Fort Cherry Website.
www.fortcherry.org

If you have an established account, enter your Username and Password and click on Login.



If you are a first time user, click on "Create Parent Account" to create your account.

1. Enter your First and Last Name and create a User ID.
2. Enter the Student ID Number the school has assigned your child. If you have more than one child, enter one here. (You will be able to add others later.)
***You must contact the secretary at your student's building to get their student ID numbers.**
Elementary: Tami Goddard - tgoddard@fortcherry.org or 724.796.1551 ext. 2000
Jr/Sr High: Jodi Partozoti - jpartozoti@fortcherry.org or 724.796.1551 ext. 2327
3. Enter your email address that the school has on file and click the "Create Account" button.
4. The website will display a message telling you that your account has been created and that an email has been sent to you.
5. Click "Home" to return to the login screen if you wish. Bookmark this site.
6. Go to your email account to finish setting up your Vision account. You will click on the link in the email to set up a password. Type your password twice and click "Save".
7. You'll be redirected to the parent login screen. Enter your User ID, Password, and click on Login.
8. You will now have access to the Vision Parent Portal. Log off when done.



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If you need to add multiple students, click on the “More” tab once logged in.

1. Click “Students” under the “More” tab.
2. Click “Associate Student” to add another child to your account.
3. Enter the Student ID Number the school has assigned your other child(ren).
4. Click “Submit”.
5. Repeat the process to add additional students.
6. Log off when done.

The screenshot shows the Vision Family Portal interface. At the top, there is a navigation bar with 'Home', 'At A Glance', 'Account', 'Log off', and a 'More' dropdown menu. The 'More' menu is open, showing options: Attendance, Behavior, Grades, Assignments, Schedule, Reports, Students (highlighted), and Fees. A black arrow points from the 'Students' option to the main content area. Below the navigation bar, there is a welcome message, the date 'Tuesday, August 28, 2018', and the district 'fcsd'. There are sections for 'District Announcements' and 'School Announcements'. A student profile is displayed with fields for Student ID, DOB, Homeroom Teacher, Advisor, Locker Combo, AM Bus Stop, and PM Bus Stop. Below the profile, there is a section for 'Fort Cherry Elementary Center' and an 'Information Links' box containing buttons for Schedule, Assignments, Grades, Attendance, Behavior, Reports, and At A Glance.