

ISB PowerSchool Parent Portal

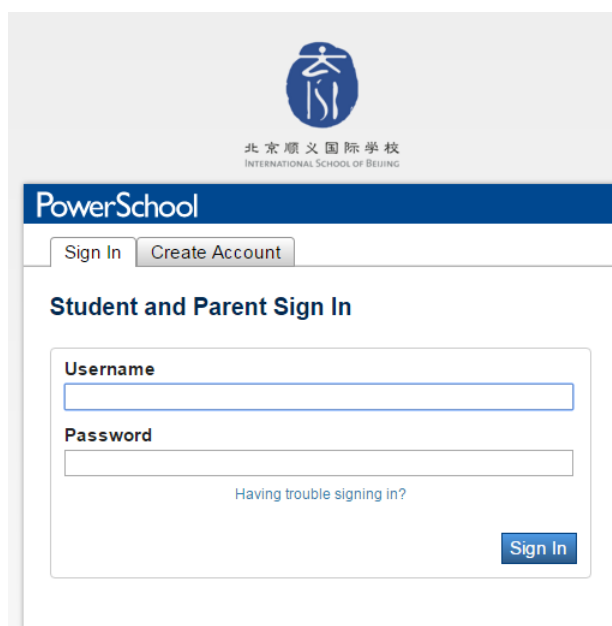
Adding a student to your existing account

If you have already set up an account for the ISB PowerSchool Parent Portal, you do not need to create another account. These instructions will help you to link your students to your existing account.

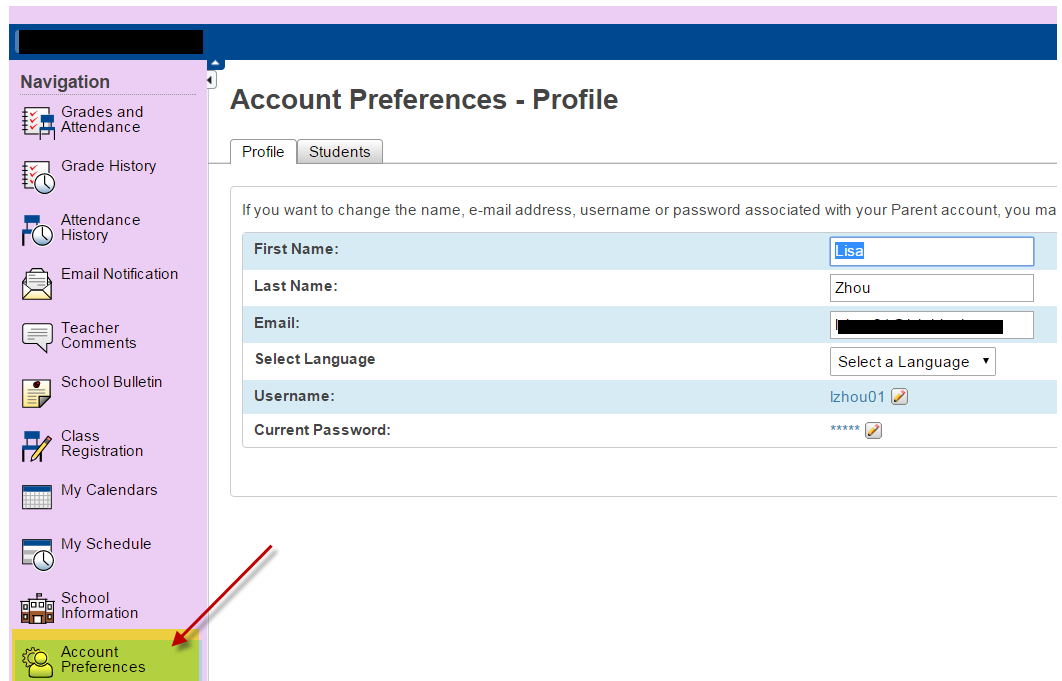
1. Launch a web browser (Firefox, Safari, or Chrome) on a computer with an Internet connection.
2. Go to the ISB PowerSchool Portal login page by clicking [here](#). You can also type the address into the browser: <https://sis.isb.cn/public/home.html>



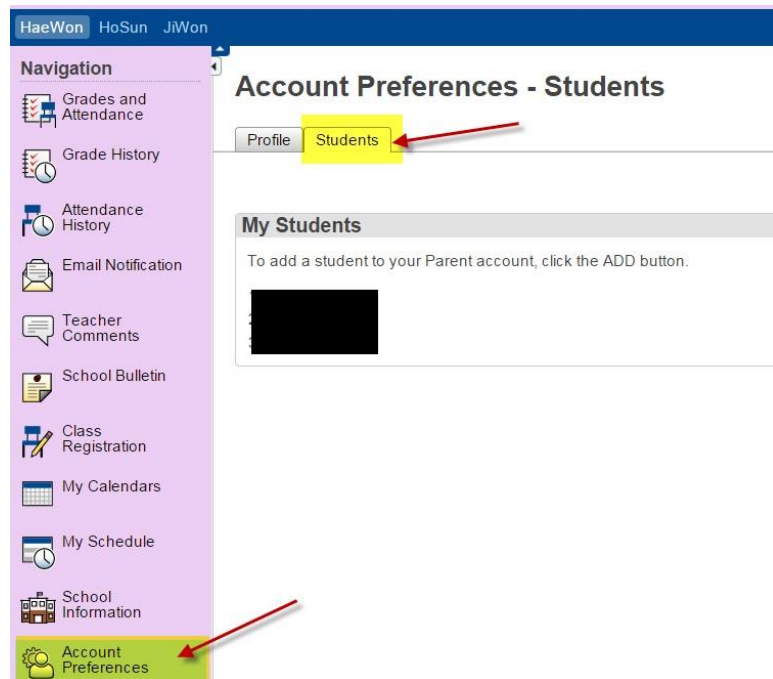
3. Type your username and password, then click Sign In

A screenshot of the ISB PowerSchool Parent Portal login page. At the top is the ISB logo and the text '北京顺义国际学校 INTERNATIONAL SCHOOL OF BEIJING'. Below this is a blue header with 'PowerSchool' in white. Under the header are two buttons: 'Sign In' and 'Create Account'. The main section is titled 'Student and Parent Sign In'. It contains two input fields: 'Username' and 'Password'. Below the password field is a link that says 'Having trouble signing in?'. At the bottom right of the form is a blue 'Sign In' button.

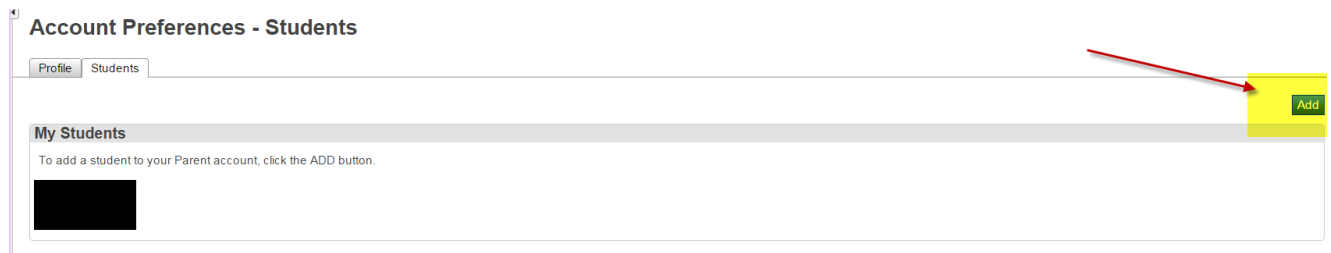
4. Click “Account Preferences” in the left-hand column.



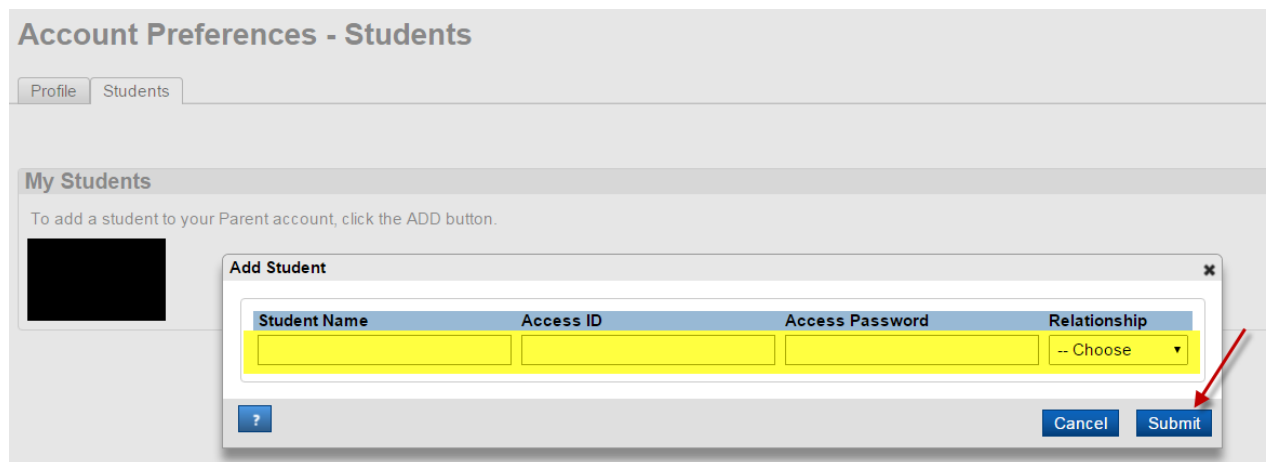
5. Click the “Students” tab. In the “My Students” window, you will be able to see the students you have already linked.



6. Click “Add” to link another student.



7. Please type the name of the student you want to link; the Access ID; and Access Password.
(You have received an email containing a PDF file of your student’s Access ID and Access Password, entitled ‘Parent Portal Access Account’. You will receive a separate email for each student you have enrolled at ISB).
8. Select Relationship from the drop-down box, and then click “Submit”.



9. After you click “Submit”, you will be able to see your student’s name added to the list.

Account Preferences - Students

Profile Students

My Students

✓ Changes Saved

To add a student to your Parent account, click the ADD button.

1. [Redacted]
2. [Redacted]
3. [Redacted]
4. [Redacted]

If you need to link further students, please follow step 6, 7, 8 and 9 for each student.

10. On the blue banner at the top of the page, you will see the students linked to your account. You can select a student to view by clicking on their name. If you click any of the tabs in the left-hand column, you will be able to see the information relevant to that selected student.

TEST SERVER

[Redacted] [Redacted] [Redacted] [Redacted]

Account Preferences - Profile

Profile Students

If you want to change the name, e-mail address, username or password associated with your account, click the EDIT button.

First Name: [Redacted]

Last Name: [Redacted]

Email: [Redacted]

Select Language: [Redacted]

Navigation

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- Teacher Comments