To setup a Schoology parent account, please visit:

http://www.schoology.com/

Click on the "**Sign Up Free!**" button as illustrated below.
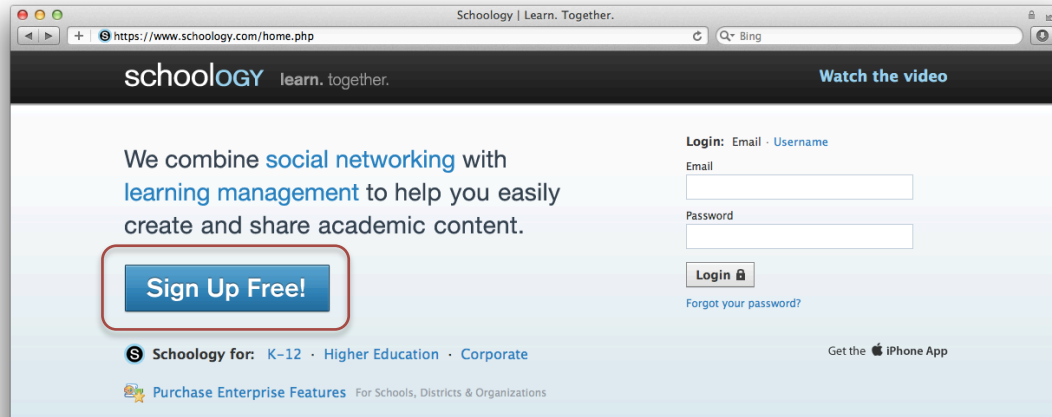
Step one of the account creation process will prompt you to choose which type of account to create. Go ahead and click on the "**Parent**" button as shown.
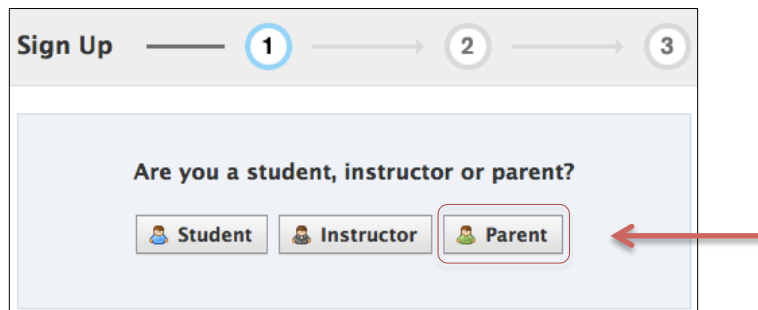
In step two, use the access code you've been provided and enter it into the "**Access Code**" field. If you have more than one child in the family, go ahead and use any one. You'll have a chance later to enter the access code for your other child. Once you have enter an access code, please click on "**Continue**".
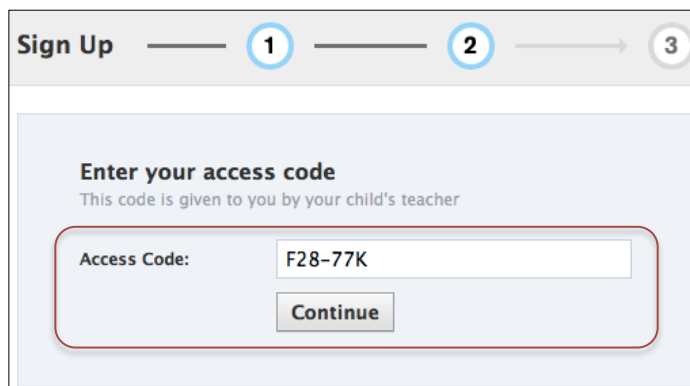
In step three, go ahead and enter your information into the various fields as shown below. For the "Email / Username" field, we recommend using an actual email address you have as it'll make it easier in the future if you have to reset your account password. Once all the fields has been filled out. The last step in the account setup is to click on "**Register**".


After you've successfully created your account, you'll be presented with your parent portal screen that'll look similar to below.
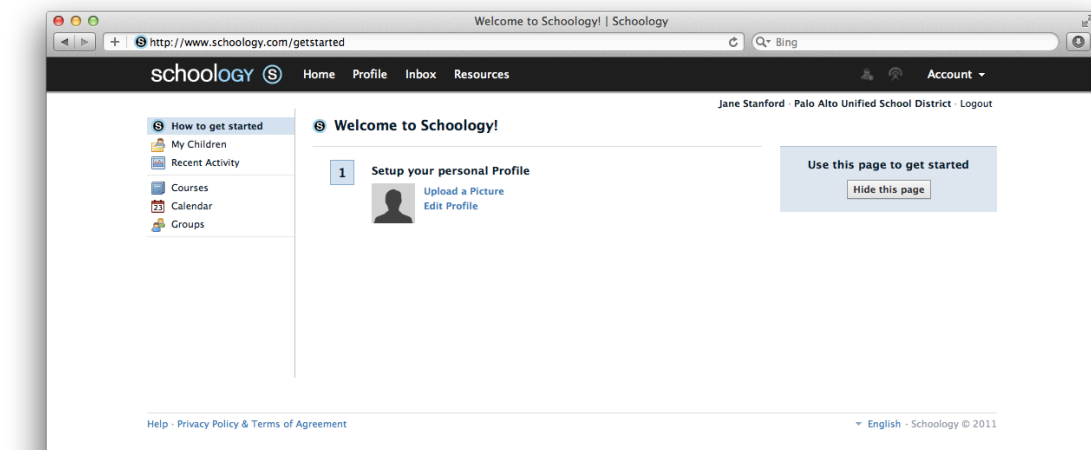

To access information pertaining to your child, please click on the "**My Children**" link in the navigation bar on the left hand side of the window as illustrated below.
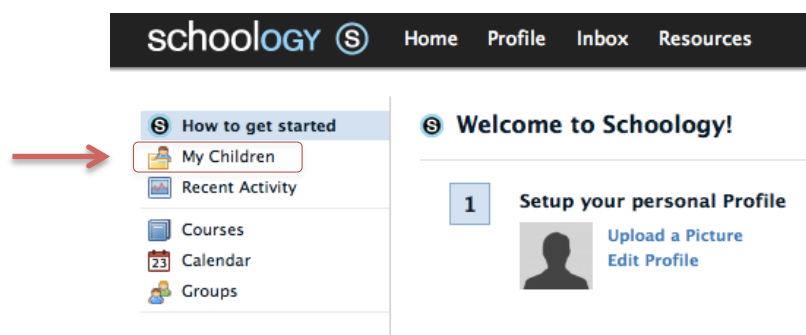
Next, you should see a page that'll have the name of the child that the access code you had just used belongs to. If you have more than one child in the family, please click on the "**+ Add Child**" button in upper right hand side of the screen as highlighted below.
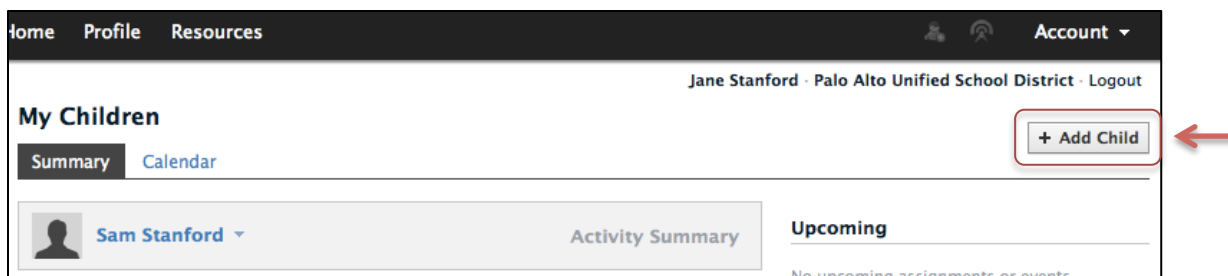
A small window will appear where you can enter another access code for your other child. Once you have the code entered click on "**Use Code**".
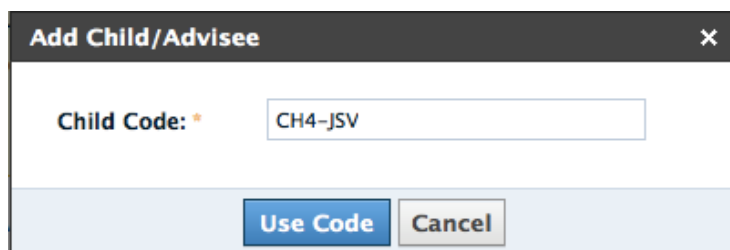
You can enter additional access codes by just repeatedly clicking on the "**+ Add Child**" button. With the additional child added, to switch between the two profile, click on the name of your child that's currently showing and a drop down menu will appear listing the other child you have just entered.
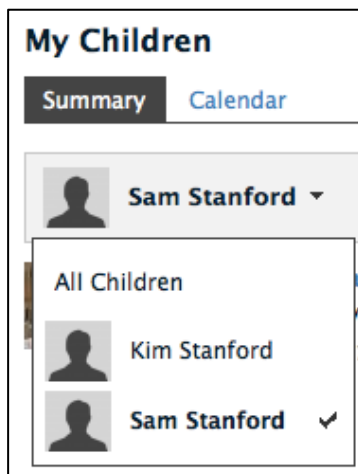
By default, the "Summary" view is displayed. This provides a quick glance at announcements that a teacher has posted as well as any upcoming homework assignments that are due.

Announcements

Assignments

There is also an option to view upcoming homework assignments via the "**Calendar**" view. Clicking on it will produce something similar to the following screenshot. From there, any homework assignments that had been posted by a teacher will be listed. Clicking on any one of them will bring up additional details pertaining to that specific assignment.