



FAIRFAX COUNTY  
PUBLIC SCHOOLS

Deer Park Elementary School

15109 Carlbern Drive  
Centreville, VA 20120

# Sign Up for FCPS 24-7 Parent View

July 31, 2007

Parents,

On August 30<sup>th</sup> during Open House, Deer Park Elementary will continue signing parents up for the new FCPS 24-7 Parent Portal. Currently, all teachers and students at Deer Park are utilizing FCPS 24-7 (sometimes referred to as Blackboard). You will receive access to your own account that will allow you to log in once and view all of your children's accounts on one page and also be able to change the emergency care information for your children..

During Open House, Deer Park staff will assist you to get your account set up. If you are unable to make it during Open House, please follow the attached directions.

There are 4 major steps to begin using the FCPS 24-7 Parent Portal:

1. Log onto [fcps.blackboard.com](http://fcps.blackboard.com) and enter your personal account information
2. Validate your account in our front office. You must present your driver's license.  
An office staff member will provide you with your username.
3. Log onto your email account (same one used during signup) and obtain your password.
4. Log onto [fcps.blackboard.com](http://fcps.blackboard.com) and enter your username (given to you at Deer Park) and password (from your email).

If at any time during setup you have difficulty, please call the school at 703-802-5000. After setup, please call our FCPS Parent View Help Desk at 1-866-434-8880.

We hope that you will find this new resource very helpful as we work together to provide the best education for your children.

Sincerely,

Stacy Kirkpatrick  
School Based Technology Specialist  
Deer Park Elementary

# Parent Directions

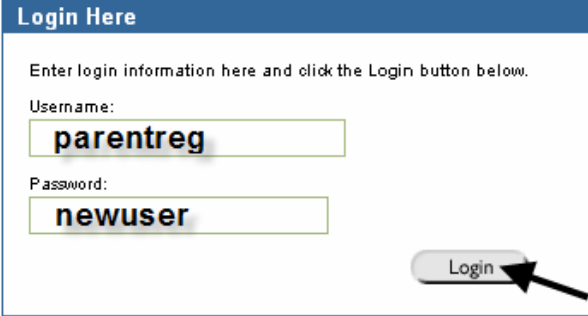
## Signing up for the FCPS 24-7 Parent Portal

For Setup Questions: Contact the Deer Park Front Office: 703-802-5000

For technical support (after setup) call our FCPS Parent View Help Desk: 1-866-434-8880

Log into:  
**Fcps.blackboard.com**

Enter the following:  
Username: **parentreg**  
Password: **newuser**



Click on the link to begin registration

### Parent Portal Registration

To register [Click here](#)

**Enter your personal account information.**

You **MUST** have a valid email account in order to register for the FCPS 24-7 parent portal.

When finished registering, your new password will be sent to the Email address that you entered.

Each parent should set their own individual account.

#### 1 Basic Information

* Please Enter your First Name	<input type="text"/>
Please Enter your Middle Name	<input type="text"/>
* Please Enter your Last Name	<input type="text"/>
* Address 1	<input type="text"/>
Address 2	<input type="text"/>
* City	<input type="text"/>
* State	VA <input type="button" value="v"/>
* Zip Code	<input type="text"/>
* Please Enter your Email Address	<input type="text"/>
* Please Confirm your Email Address	<input type="text"/>

Click **Submit** at the bottom of the page.

Submit

**Error that could occur:**

If you get this box, you have entered data that does not match the school database. Please check to make sure that your information is entered correctly.

**\*\*\*Abbreviations** are used in addresses.

(examples: Drive= Dr; Avenue=Av; Circle=Ci; Court=Ct; Drive; Dr; Lane=La; Place=Pl; Road=Rd; Street=St; Way=Wy)

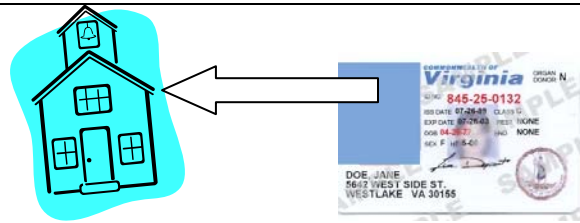
**Please call our school office or stop by to visit if you cannot get past this window.**



**Validate your account:**

**The secretaries in our front office will assist you with this step.**

Once you have finished registering, you will need to bring a picture ID to the Deer Park office so that your new account can be validated.



After Validation, you will receive an email with your new username and password.

**Log into your e-mail to receive this information.**

**LOG INTO YOUR PERSONAL E-MAIL**

**You are ready to use FCPS 24-7**

You must add your children to your account in order to be able to view their classes. Use their student ID number to add them. Students should know their number, however, it is also printed on report cards. It is also the same number that students use to log into their FCPS 24-7 account.

**Login Here**

Enter login information here and click the Login button below.

Username:

Password:

Login