Creating a Parent Account and First Time Login

Parents can now create their own account for FCPS 24-7 Learning. After registering and having their account validated at one of their children’s schools, parents will have their own username and password to access all of their children’s available courses, their middle school students’ Academic and Career Planning, their high school students’ Career and College Planning through Family Connection and will be able to update their children’s emergency information through weCare@school. Updating weCare@school with the correct email address will ensure better communication via Keep in Touch.

Before creating a parent account, please be sure to have the student ID numbers for your children available. You can find the FCPS student ID number on report cards and student class schedules.

Creating a Parent Account

1. Open Internet Explorer.

2. Go to http://fcps.blackboard.com

3. Login using the following information:
   - username: parentreg
   - password: newuser

4. Click Login. This will give you access to the FCPS 24-7 Learning Parent Portal Registration Module.

5. Click on the Click here link in the Parent Portal Registration.

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FCPS Learning Parent Support http://www.fcps.edu/is/instructionaltechnology/247help/parents.shtml
6. Fill out the Basic parent Information section of the registration module. Note: *The name and address data must match the information in the school’s Student Information database.* Click **Submit**.

7. Your parent information will automatically be filled in on the next screen:

8. Provide information about your child. Scroll down to Section 3, to add children. Fill out this information exactly as it appears on your child’s class schedule or report card.

- To add another child, click the **Add Child** button and repeat step 8.
- To continue the registration process, click the **Submit** button.
- To cancel the registration process, click the **Cancel** button.
9. After you click **Submit**, you will see a registration confirmation that includes a unique key. Print the confirmation with the unique key or write it down on a piece of paper and take it, along with photo ID, to one of your children’s schools.

Schools should be prepared to validate your account, but a courtesy call is always appreciated. When validated by the school, you will receive your permanent username. Your temporary password will be sent to the email you provided during registration. (This should be completed within 45 days.)

You only need to register for a parent view account one time during your children’s career in FCPS. There is no need for annual updates or re-validation.
First Time Log In

1. Go to http://fcps.blackboard.com

2. Enter the **username** that you got when your account was validated at the school.

3. Enter the **password** that was sent via email. The password must be changed at the first log in.

4. Type your new password twice and click **Submit**. This will be the new password for your parent account.

Navigating in FCPS 24-7 Learning

On the **My Family** Module, there will be a link for each of the children that you added when you registered.

To get to the school website, click the name of the school.
To get to the child’s courses, click on the name of the child. A list of your child’s available courses will display. Click on the name of any course to go to that particular course site.

**Course and Other Details of: 1100296**

Courses Enrolled In
Click on any class title to visit that class.
- English - 5th Period
- Math
- History 7th Period

**When courses are first created they are unavailable so teachers can customize the various folders and content items. Courses are visible when the teacher makes the course available.

Add Another Child

If you need to add another child to your account, use the Add Child link in the My Family Module.

1. Click the Add Child Link.

2. Enter the Student’s **First Name, Last Name** and **FCPS Student ID** exactly as it appears on the child’s report card or class schedule.

3. To add another child to the list, click the Add Child button.
4. Once all children are listed, click the **Submit** button.

The student(s) will be listed under the appropriate school in the **My Family** module.

If you are unable to add an additional child to your parent account, please create an FCPS Learning Parent Support ticket at [http://www.fcps.edu/is/instructionaltechnology/247help/parents.shtml](http://www.fcps.edu/is/instructionaltechnology/247help/parents.shtml).