

Laurel Hill Elementary School *Parent View* Account

Parent View is your means of accessing your children's class sites, as well as reviewing and updating emergency information in *weCare*.

To Create a Parent View Account

To create a parent account, have the **student ID numbers** for your children available. You can find your child's student ID number on previous report cards. ID numbers cannot be given out over the phone or in email, but can be sent home in a sealed envelope with your child if you request it by phone or through email.

Creating a Parent Account

1. Open your Internet browser (Internet Explorer, Firefox, etc.)
2. Go to <http://www.fcps.edu> and click on **FCPS 24-7 Learning** on the far left task bar.
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* on the left.
6. Fill out the Basic Information section of the registration module. Note: *The name and address data you enter **must exactly match the information you provided** when you registered your child.*
7. Click **Submit**.
8. Your parent information will automatically be filled in on the next screen:
9. Provide information about one of your children: 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 9.

10. To continue the registration process, click the **Submit** button. To cancel the registration process, click the **Cancel** button.

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 with your photo ID to one of your children's schools.

You can validate your account by bringing the Unique Key and photo ID to **Back to School Night(s), or to the school office during school hours.

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 90 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.

If you need help with registration, or have forgotten your login information, please contact the FCPS 24-7 Parent View Help Desk at 1-866-434-8880 for assistance.