

Edulink Parent Portal

To access Edulink parent portal you will need to go to the Parent/Student Resources page of the [Algonac web site](#) and left click on “Edulink Parent portal” under the General column.

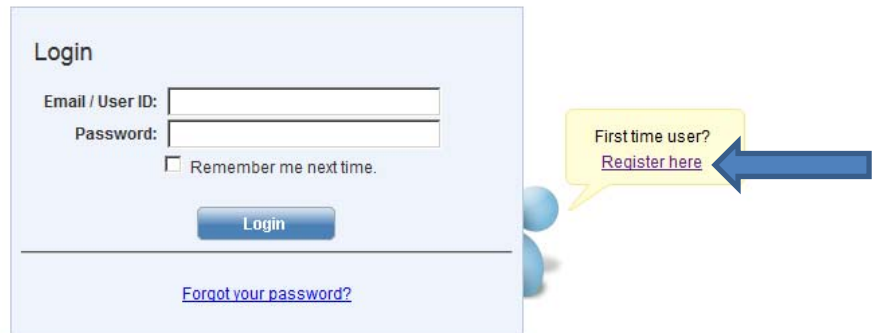
The screenshot shows the Algonac Community Schools website. At the top, the logo features a stylized 'A' with a cougar head. Below the logo is the address: 1216 St. Clair Blvd., Algonac, MI 48001 (P) 810-794-9364 (F) 810-794-0040. A search bar is located in the top right corner. The main navigation menu includes Home, Schools, District, Services, Athletics, and Resources. The page content is divided into a left sidebar with 'Quick Links' and 'Services' sections, and a main content area. The main content area has a breadcrumb trail: Home » Resources » Parent Resources. Below this is the heading 'Parent/Student Resources' and a table with four columns: General, Elementary, Middle School, and High School. The 'General' column contains several links, with 'Edulink Parent Portal' highlighted by a blue arrow. The other columns contain links for Student Handbooks, Market Day, Schools of Choice, Lunch Menus, Counseling Centers, Moodle, IB Programs, and Student Drives.

General	Elementary	Middle School	High School
Parent Connect	Student Handbook	Student Handbook	Counseling Center
Edulink Parent Portal	Market Day	Title 1 Information	Moodle
PaySchools	Schools of Choice		Moodle2
Physical Forms	Lunch Menu		IB Programme
Building Use Form			Algonac Student Drive
Athletic Fee Form			
School Closing Page			
Student Internet/On-Line			
GSRP- Preschool			

Once at the Edulink Parent Portal page you will be able to left click on the parent portal or on the instruction guide.

The screenshot shows the Algonac Community Schools website at the URL: cms.acsk12.us:8080/revize/algonac/resources/parent_resources/edulink_parent_portal.html. The page layout is similar to the previous screenshot, but the breadcrumb trail is: Home » Resources » Parent Resources » Edulink Parent Portal. The main content area contains the following text: 'Please click on the link below to login and use Edulink Parnt Portal:' followed by a link to 'Edulink Parent Portal'. Below this, it says: 'For instructions how to access and setup your account click below:' followed by a link to 'Edulink Parent Portal Instructions'.

On the login page you will need to left click on “register here” if you are a first time user.



Enter the information called for in the provided spaces. Your registration number and activation code can be found on the “Initial Registration” form that was issued to you. Once all data is entered you will left click on “Registration”.



You should have received registration information from the school to activate your account. This should include a registration number, and an activation code. Enter the information, along with your email address and name. An email will be sent to the email address with account activation information.

A screenshot of the 'Initial Registration' form. The form is titled 'Initial Registration' and contains five input fields: 'Registration Number' (277177), 'Activation Code' (806400745826), 'Email Address' (krochon@acsk12.us), 'First Name' (Karen), and 'Last Name' (Rochon). Below the fields are two buttons: 'Register' and 'Cancel'. A blue arrow points to the 'Register' button.

After clicking on register an email will be sent to you to confirm your request.



A confirmation email has been sent to your email address.

In order to gain member access to the EduLink Systems Parent Portal website, please click on the confirmation link in the email.

Click [here](#) to return to the Parent Portal login page.

Left click on the link that is sent to your email to continue the registration process.

From: info@edulinksys.com
To: Karen Rochon
Cc:
Subject: Parent Portal Registration

Sent: Tue 2

Karen Rochon

This is a user confirmation email for a parent portal account. In order for you to activate this account, please click on the link below:

<http://www.intouchk12.com/ParentPortal/RegistrationConfirmation.aspx?&cs=60da729c-73ce-4874-9ee8-5505497f535d&ce=krochon@acsk12.us&Customer=373>

After confirming you account, you can change your account password, as well as gain access to your contact information.

You will be asked to set a password and security question . After this is done left click on ‘Complete Registration’

Parent Portal - Windows Internet Explorer
http://www.intouchk12.com/ParentPortal/RegistrationConfirmation.aspx?&cs=...

Edulink SYSTEMS

Because you have just registered your account, we highly recommend that you change your password, and also set your password security information so that you can recover your password in case you forget it.

New Password: [.....]
Confirm New Password: [.....]
Security Question: What was the name of your first pet?
Security Answer: Sadie

[Complete Registration](#)

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On the welcome page you will need to left click on “Calling Preferences” to set how you would like the district to notify you.

Edulink SYSTEMS

Notification History

Welcome -- this is your first time here!

You currently have no contact phone numbers or email addresses. You are only able to view notification history for messages sent to contact devices listed on the [Calling Preferences](#) page. Please add one or more phone numbers or email addresses in order to view past notification history.

Karen Rochon
[My Account](#)
[Logout](#)
[Help](#)
[Calling Preferences](#)
[Notification History](#)

Viewing data for:
Monique Rochon

If you enter an Email address as one of your options make sure you select and delete the () ___-___ in the box that your email address appears in.



Calling Preferences

Karen Rochon
[My Account](#)
[Logout](#)
[Help](#)

[Calling Preferences](#)
[Notification History](#)

Contact Information

The **Contact Information** page is for defining 'Contact Devices'. Currently, you can define 2 phone numbers, 1 email address, and 1 cell phone. NOTE: Device types listed here will replace school information. For example, if phone numbers for voice messages are provided, no phone numbers previously used by the school will be used to contact you; only the phone numbers provided will be used for calling notifications.

Type	Description	Phone/Email	Remove / Change Order		
Phone		(810) 419-6655	Remove	Up	Down
Email		krochon@acsk12.us	Remove	Up	Down
Text Msg		(810) 419-6655	Remove	Up	Down
Carrier:		Verizon			

Add New Device

[Save Changes](#) [Cancel](#)

For each device:

- Type** Choose the device type (e.g. Phone, Email or Text Message).
- Description** Enter the name of the contact device for your information (e.g., Home, Work, Cell).
- Phone/Email** Enter the 10 digit phone number or email address.
- Remove/Change Order** Use the up and down arrows to change the priority the order the devices are called in. (**Note:** Order only applies to phone numbers for voice messages.)

If you have more than one student in Algonac Schools you can register them under one account. Once logged into your account you will need to left click on "My Account" on the right hand side of the page.



Notification History

Karen Rochon
[My Account](#)
[Logout](#)
[Help](#)

[Calling Preferences](#)
[Notification History](#)

Viewing data for:
Monique Rochon

Welcome! Your last login was 2/18/2014 11:32:45 AM

There are no past notifications to display.



Under "Add accessible students" you will need to left click on the "Edit" button



Account Information

Change your Name, E-mail, or Password


If you want to change the name, e-mail address, or password associated with your Parent Portal account, you may do so below. Please click the corresponding Edit button to make changes.

Name: Karen Rochon

E-mail Address: krochon@acsk12.us

Password: [not shown for security purposes]

Security Question and Answer: [not shown for security purposes]

Add accessible students: Currently you have access to:
Monique Rochon 

Karen Rochon
[My Account](#)
[Logout](#)
[Help](#)

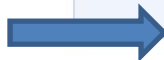
[Calling Preferences](#)
[Notification History](#)

Left click on the "Add Student" button



Change students you have access to

Currently you have access to the following student(s):
Monique Rochon



Karen Rochon
[My Account](#)
[Logout](#)
[Help](#)

[Calling Preferences](#)
[Notification History](#)

Enter the Registration Number and Activation Code from your next student. Left click on the "Add Student to account"



Change students you have access to

Currently you have access to the following student(s):

Monique Rochon

Please enter the registration number and activation code
for the student you wish to add:

Registration Number:

Activation Code:



Add Student to account

Cancel

Karen Rochon

[My Account](#)

[Logout](#)

[Help](#)

[Calling Preferences](#)

[Notification History](#)