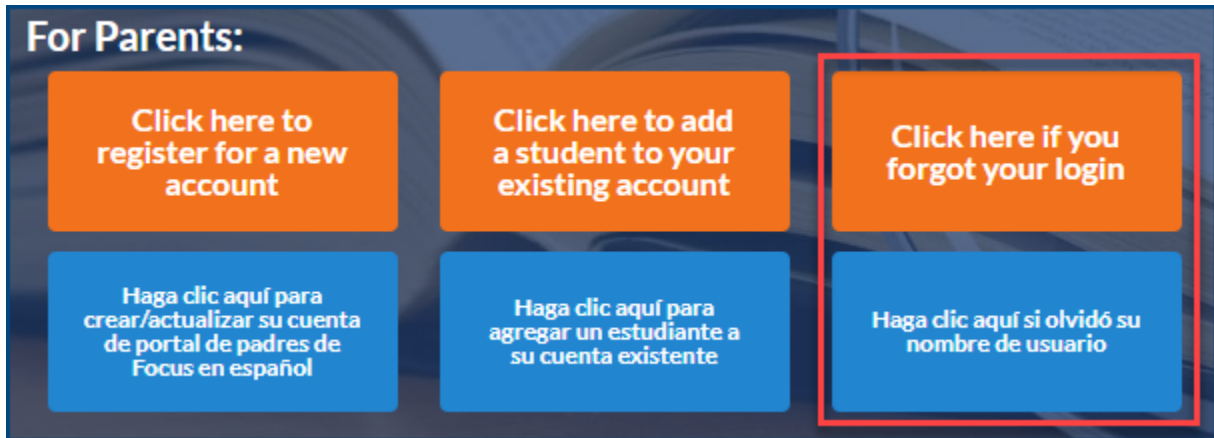


Parent Portal Forgot Password

Step 1: Go to Focus.graniteschools.org

Step 2: Click on the button that reads “Click here if you forgot your login”.



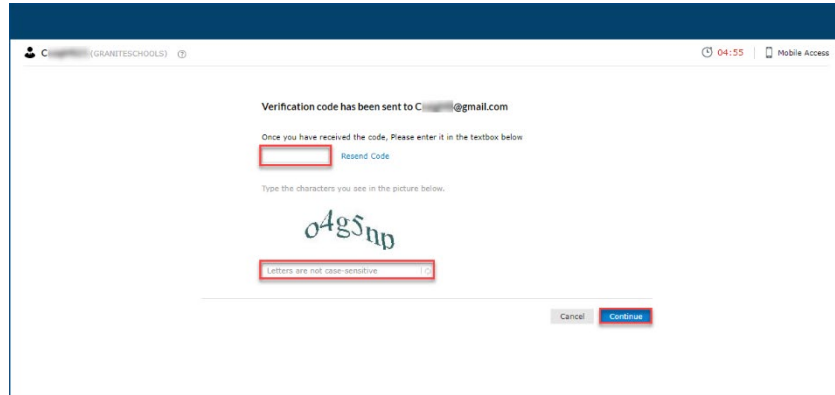
Step 3: Enter your email address that is linked to your student’s account. Click **Continue**.

A screenshot of the "Forgot your password?" form. At the top left is a key icon. The title "Forgot your password?" is followed by a text input field labeled "Username or Email Address" with a user icon on the right. Below the input field is a green "Continue" button.

Step 4: Select your email address from the dropdown and complete the captcha and click continue.

A screenshot of the verification code screen. The browser address bar shows "C:\... (GRANITESCHOOLS)". The page title is "Get a verification code via email". Below the title is a dropdown menu labeled "Select your email address" with the text "... Select Email ID ...". Below the dropdown is a captcha image showing the word "granite" in a stylized font. Below the captcha is a text input field with the text "Letters are not case-sensitive". At the bottom right are "Cancel" and "Continue" buttons.

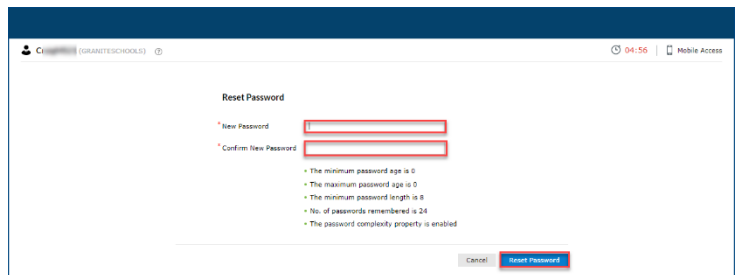
Step 5: A verification code will be sent to your email. Enter the code into the box on this screen, complete the captcha and click continue.



Step 6: Choose a new password.

Passwords must have the following:

1. Must have a lowercase letter
2. Must have an uppercase letter
3. Must have a number
4. Must have a special character
5. Must be at least seven characters long



Step 7: Your password has been reset. You can go back to [Focus.graniteschools.org](https://focus.graniteschools.org) to login to your Focus Parent Portal Account

