

Parent Portal Initial Set Up

(revised June 2014)

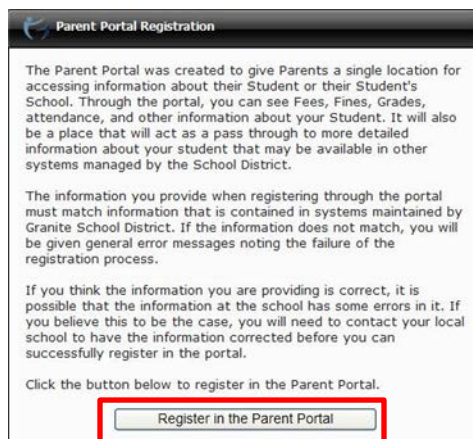
This guide has been created to assist parents in setting up their portal and guide them through the options they can access as parents. Parents will need to go to the Parent Portal and set up their Portal Account in order to register their students' online, and to view their students' Gradebook, fees, fines, test scores, etc.

Steps for Helping Parents Set Up Their Portal Account

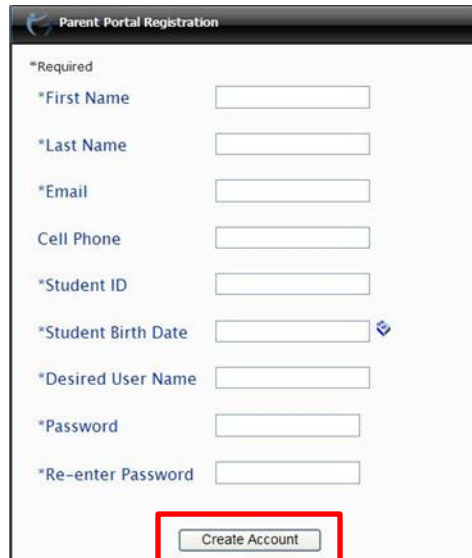
1. Go to: <https://portal.graniteschools.org>
2. Click on Gradebook/Parent Portal Registration



3. Read the Information and click **Register in the Parent Portal**



4. Fill in the information needed in the fields marked with an Asterisk *, then click **“Create Account.”** (Please make sure you enter **your name as the parent** NOT your students’ name in the 1st and last name fields along with your desired user name and password.)



Parent Portal Registration

*Required

*First Name

*Last Name

*Email

Cell Phone

*Student ID

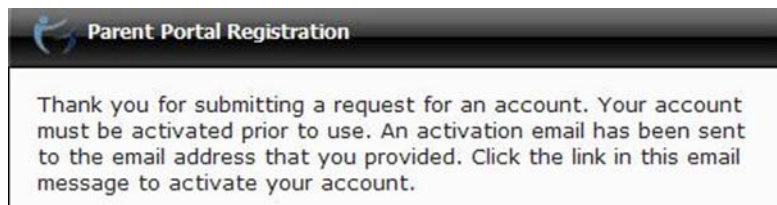
*Student Birth Date

*Desired User Name

*Password

*Re-enter Password

5. If all information is correct and matches the information in Discovery, you will see a screen that verifies the correct information.



6. Then go to your email account to click on the link in the email to activate your account.

From: No-Reply@graniteschools.org [mailto:No-Reply@graniteschools.org]
Sent: Monday, August 13, 2012 9:20 AM
To: Price, Audrey L
Subject: Granite Account Registration

Thank you for requesting an account at Granite School District. Your account (alprice50) must be activated before you can use it.

[Click Here to Activate Your Account](#)

If you are unable to click the link above, please copy and paste the following activation address into your browser:
<https://portal.graniteschools.org/GraniteRegistration/activateAccount.jsp?rk=FJ3735754246673632441948017SL>