# Accessing FACTS Family Portal

FACTS gives you an opportunity to get more involved in your child's academic progress and future success – all via the internet.

FACTS Family Portal (formerly ParentsWeb) is a private and secure parents' portal that allows you to view academic information specific to your children, while protecting their information from others.

You can also communicate with teachers and other school staff online whenever necessary.

Here's how to access our easy-to-use Family Portal:

- 
- 
- Click **Create New Family Portal Account**.
- Type your email address and click **Create Account**. An email will be sent which includes a link to create your Family Portal login. The link is active for 6 hours.
- Select the **Click to Create your Family Portal Login** link.
- A web browser displays your **Name** and **FACTS Person ID**.
- Type a **User Name, Password,** and **Confirm** your password.

**Change/Create Password**

| Name | Person ID | User Name | Password | Confirm | |
|------|-----------|-----------|----------|---------|--|
| Callie Johnston | 11519 | cjohnston | •••••••• | •••••••• | Save User Name and/or Password |

- Click **Save User Name and/or Password**.
  A message displays at the top of the browser, **"User Name/Password successfully updated."**

**User Name/Password successfully updated.**

**Change/Create Password**

| Name | Person ID | User Name | Password | Confirm | |
|------|-----------|-----------|----------|---------|--|
| Callie Johnston | 11519 | cjohnston | •••••••• | | Save User Name and/or Password |

- Family Portal allows you to access: