

# ParentVUE instructions

## Step 1.

Visit the ParentVUE portal on any web browser, or at the ParentVUE app:

<https://parentvue.usd259.net/>

At the login page, select "I am a Parent"

\*If this is the first time accessing ParentVUE, choose the "Activation Key" option. Activation Keys are issued by office or technology staff at your student's school.

\*If you are a returning user, enter your login credentials. If you need assistance with resetting your password, please contact office or technology staff for assistance.

ParentVUE and StudentVUE Access

I am a parent >>

I am a student >>

Contact | Privacy

English Español

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WICHITA PUBLIC SCHOOLS

ParentVUE Account Access

Login

User Name:   
Password:   
Login  
Forgot your password? Click here.

Activate My Account

I have an activation key and need to create my account>>

PARENTVUE Available on the App Store Available on the Android Market

District URL for mobile app: <https://parentvue.usd259.net>

Return to common login | Contact | Privacy

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## Step 2.

The Home Screen will appear;

Clicking on the word **Espanol** will convert the pages to Spanish.

From this page, you can select from various categories to view –

- **Messages** – Notes/e-mails from teachers and staff
- **Attendance** – Records of excused, unexcused, and tardy dates
- **Class Schedule** – Teachers assigned to you students, and scheduled dates
- **Class Websites** – Class webpages setup by your child's teacher
- **Conference Info**
- **Grade Book** – Daily progress reporting, and gradebook info
- **Report Card** – Grade cards that have been submitted by semester / quarter
- **School Information** – Calendar information for the district and school
- **Student Info**
- **Enrollment** – *Yearly enrollment is now online; families are required to process their student's enrollment through ParentVUE. Enrollment will not be considered complete until this process is completed.*

Home My Account

Select Child ▾

Good morning, [Name]

Help Logout

Messages 3

Attendance

Class Schedule

Class Websites

Conference

Course Request

Grade Book

Report Card

School Information

Student Info

Enrollment

Recent Events

Events for Home School: Kelly Liberal Arts Academy

Events for Brandt Stockiebrand Grade 04: Spelling Words and Vocabulary Lesson 15 (1/14/2019)

Home School: Kelly Liberal Arts Academy

Logout | Contact | Privacy

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**Step 3.**

Update Account Information from the “My Account” tab

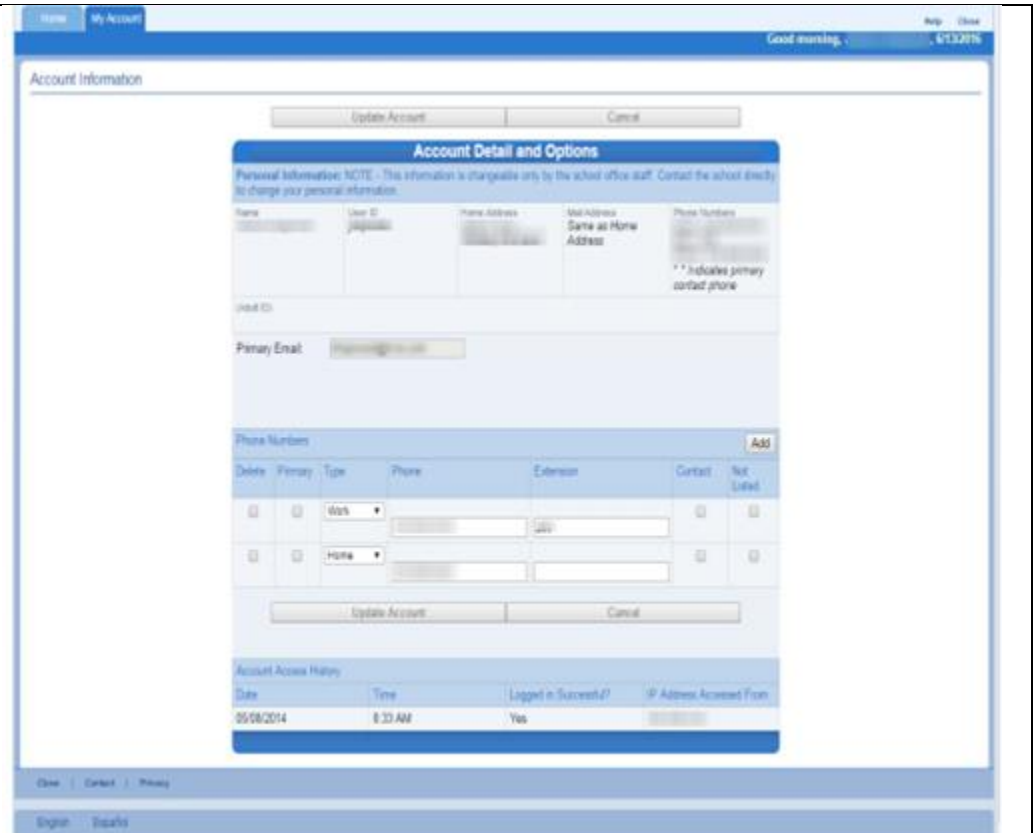
Review the information listed for accuracy:

- Name
- User ID
- Home Address
- Mailing Address
- Phone Numbers

**Make updates to the fields that need changes or contact your school office with necessary changes to personal information.**

To **make changes** – Correct any field that needs changes, and then click the “Update Account” button.

To **add information** – Click the “Add” button, and then add the information. When finished, click the “Update Account” button.



**Step 4.**

To Update Student account Information, select the child, and click on “Student Info.”

To start editing the information on your Student page, click on “Edit Information.”

Make necessary changes to student information by typing in the text boxes and using the pull down windows on the right side of the page. Click the Save Changes button when finished.

