



## FOCUS PARENT PORTAL ACCESS

The FOCUS Parent Portal is a web-based tool for parents to monitor student progress throughout the year. The FOCUS Parent Portal allows you to set up your own account which provides the following student information:

- Attendance
- Class Schedule
- Current and Prior Grades
- Current Class Assignments
- Test Scores
- Student Demographic and Address Information
- Discipline Information
- Billing Balances
- School Calendar and Current Events

To self-register for FOCUS Parent Portal Access, visit the school website and click the Parent Portal Registration or go to:


<https://faus.focusschoolsoftware.com/focus/auth/>

You will need the following information to complete the registration:

1. Valid Parent Email address for notifications ( this email address will also be your username)
2. Student's Date of Birth
3. ADHUS/FAU HIGH SCHOOL ten digit Student ID number (72xxxxxxxx)
4. The last four digits of the students Social Security Number

If you do not know your student's ID number, please call the school at 561-297-3970. You will be asked to prove your identity by supplying your address, the student's DOB, and the last four digits of the student's SSN.

Accessing the site will display the following panel with options to create and register a parent account, add a student to an existing parent account and to reset the parent account's password.



Welcome to the Florida Atlantic University Schools parent registration portal. The Focus Parent Portal is a tool designed to enhance communication and involvement for you in your child's education. This portal will allow you to monitor your child's progress in school by providing timely access to both assignments and grades that are entered by the teacher throughout the grading period. This communication tool will improve your ability to assist your child and to communicate with the teacher if necessary.

In order to create a Parent Portal account online, you must have a valid email address . If you are unable to create an account, visit your child's school for assistance.

[I DO NOT have an Account Registered on the Parent Portal but my child is Actively Enrolled](#)

[I have an Account Registered on the Parent Portal but would like to ADD A CHILD](#)

[I have Forgotten My Password and would like to generate a new one](#)

- Clicking “**I DO NOT have an Account Registered on the Parent Portal but my child is Actively Enrolled**” will display the following panel as seen below.
- **NOTE: The email address entered below will be used as the parent account holder's username.**



Please enter your name exactly as it appears on your driver's license as well as a valid email address:

First Name:  (Required)  
Middle Name:  (Optional)  
Last Name:  (Required)  
Email Address:  (Required)

- Once the above information has been entered and the submit button clicked the following panel will be displayed:

Please enter your child's information:

Last 4 Digits of Social Security Number:  (If your child does not have an SSN on file or if you don't provide it now, you will need to visit the school with a valid government-issued photo ID)

Student ID:  (Required)

Student's Birthday:    (Required)

- All required information must be entered correctly. It will be matched to an ACTIVE student in the District's FOCUS system, if not, the following error will be displayed:

Please enter your child's information:

**The student you requested could not be found.**

Student ID:  (Required)

Student's Birthday:    (Required)

- Once the request to access student information for a specific student has been successfully matched, the following panel will be displayed allowing additional requests to be entered or you can FINISH CREATING the Parent Account. Your students picture "may" appear if one exists in Focus at time of registration.

Students



[ I would like to ADD ANOTHER CHILD ]  
[ I am FINISHED adding students CREATE MY ACCOUNT ]

- From this same panel, additional students can be added using the same process as above. You will have access to “all” your children under one parent account if they are added here.



- Clicking “I am FINISHED adding students, CREATE MY ACCOUNT” will create the parent account. Once the parent account is created the following panel will be displayed and an email sent to the parent.

**WARNING: PLEASE WRITE DOWN YOUR USERNAME AND PASSWORD BEFORE YOU CLICK:**

“Click here to LOGIN to the parent portal”

**YOU WILL NEED IT TO LOG IN.**



- After you click to log in, you will receive a confirmation email.
- **CHANGE YOUR PASSWORD:**

Once logged in, it is HIGHLY recommended that you change your password. You can do this by clicking on MY INFORMATION>PREFERENCES>PASSWORD. Enter the password you were initially provided and then create a new one. SAVE your changes by clicking the save button in the upper right hand corner.

- **VERIFICATION AND APPROVAL PROCESS:**

Once you log in you will notice you do not yet have access to your student's data. For security reason, there is a verification process in place to verify and approve your request which may take up to 48 hours. Please check back periodically. Once your account has been approved you will have access to your student's data. If you have multiple students under one account, you will be able to toggle between them using the drop down box in the upper right side of the screen.



Jennifer Fries 2015-2016

School Information My Child My Information

Welcome, Jennifer Fries

Last login: Tuesday, 11:26am

**Alerts - Since you last logged in:**

**Wait!** You have 1 more step to see your child's information. Your account is active, but you must visit your child's school to verify your identity before you can see your child's information.

[You are not set to receive email notifications.](#)

**Messages**

**Upcoming Events - View Calendar**

- ▶ [April 26, 2016 4th Grade Field Trip](#)
- ▶ [April 26, 2016 Intro to Engineering Class](#)
- ▶ [April 26, 2016 FEM STEM Meeting](#)
- ▶ [April 26, 2016 5th Grade Science and 8th Grade Math Testing](#)
- ▶ [April 26, 2016 Fall Leadership Lab](#)
- ▶ [April 27, 2016 5th, 6th, 7th and 8th Grade Testing](#)
- ▶ [April 28, 2016 7th and 8th Grade Math](#)

**Featured Programs**

- [Absences](#)
- [Final Grades & GPA](#)
- [Calendar](#)
- [Class Schedule](#)

▶ [View All Programs](#)