

Parent Portal Instructions

To access Parent Portal, please go to: www.forsyth.k12.ga.us
Click on Parent Portal under Quick Links

Parent Portal Webpage

If you do not have a **Parent Portal** account, you must go to your child's school with your picture identification to have your Activation Key emailed to you (within 24 business hours) or the Almon C. Hill Educational Center, Room #251 – Cindy Little (678-947-0863, ext. 312253 or clittle@forsyth.K12.ga.us), 136 Almon C. Hill Drive, Cumming, GA 30040 with your picture identification to obtain your Activation Key.

If you cannot remember your **Parent Portal** username and/or password, you may go to your child's school or the Almon C. Hill Educational Center, Room #251 – Cindy Little (678-947-0863, ext. 312253 or clittle@forsyth.K12.ga.us), 136 Almon C. Hill Drive, Cumming, GA 30040 with your picture identification to have your username and password reset and provided to you.

Once you have the Activation Key:

Click on If you have been assigned a Campus Portal Activation Key, [click here](#)

Infinite Campus Transforming K12 Education®

Campus Portal
Forsyth County

Username

Password

Sign In >>

[Forgot your password?](#) | [Forgot your username?](#) | [Problems logging in?](#)

If you have been assigned a Campus Portal Activation Key, [click here](#)
If you do not have an Activation Key, [click here](#)

[Tell me more!](#)

Enter your Activation Key and click submit.

The screenshot shows the 'Activating your Campus Portal account' page. At the top left is the Infinite Campus logo, and at the top right is the tagline 'Transforming K12 Education®'. A red banner on the right says 'Campus Portal' and 'Forsyth County'. The main heading is 'Activating your Campus Portal account'. Below it, text reads: 'Activating your Campus Portal parent portal account is easy. All you need is your Campus Portal Activation Key sent to you by your child's school.' A red label 'Activation Key' is above a form consisting of five boxes separated by dashes: { [] - [] - [] - [] - [] }. A 'Submit' button is below the form. At the bottom, there are language options: 'In English | En Español | 中文简体 | 中文繁體', and copyright information: '©2003-2017 Infinite Campus, Inc. www.infinitecampus.com'.

You will then be directed to enter a username and password, which can be anything of your choosing. For Example:

For Jane Doe, username = JaneDoe and password = testing1234(no spaces)

NOTE: Password must be 8 characters and contain a number or symbol.

The screenshot shows the 'Campus Portal account creation successful!' page. At the top left is the Infinite Campus logo, and at the top right is the tagline 'Transforming K12 Education®'. A red banner on the right says 'Campus Portal' and 'Forsyth County'. The main heading is 'Campus Portal account creation successful!'. Below it, text reads: 'Welcome Jane Doe, you are now ready to create your Campus Portal account. You must enter a user name and password that you will use to access Campus Portal in the future.' There are three input fields: 'User Name', 'Password', and 'Verify Password'. The 'Password' field has a strength indicator showing '0%'. A 'Create Account' button is at the bottom. At the bottom of the page, there are language options: 'In English | En Español | 中文简体 | 中文繁體', and copyright information: '©2003-2012 Infinite Campus, Inc. www.infinitecampus.com'.

Click Create Account.

Enter your User Name and Password and click Sign In to access your account.

Click on the “Click here” link to bring up the login page.

The screenshot shows the Infinite Campus website interface. At the top left is the Infinite Campus logo, and at the top right is the tagline "Transforming K12 Education®". A white content box is centered on a green background. Inside this box, the title "Campus Portal account creation" is displayed in bold. To the right of the title, "Forsyth County" is written in red. Below the title, a message reads: "Congratulations! You have successfully created your Campus Portal account. [Click here](#) to enter Campus Portal login page." At the bottom of the white box, there are links for "In English | En Español | 中文简体 | 中文繁體" and a copyright notice: "©2003-2012 Infinite Campus, Inc. www.infinitecampus.com".

Enter your User Name and Password and click Sign In to access your account.

The screenshot shows the Infinite Campus website interface for the login page. At the top left is the Infinite Campus logo, and at the top right is the tagline "Transforming K12 Education®". A white content box is centered on a green background. Inside this box, the title "Campus Portal" is displayed in bold. To the right of the title, "Forsyth County" is written in red. Below the title, there are two input fields: "Username" and "Password". Below the input fields is a "Sign In" button with a red double arrow icon.

You will now be required to set an Account Security/Recovery Email. Please enter a valid Email address, enter it a second time, then enter your password, and finally click Save.

Change Email

You are required to set an account security email.

Please enter the email address that can be used for security purposes. An email will be sent to verify the change.

New Account Security Email

Confirm New Account Security Email

Enter Password

Log Off

Save

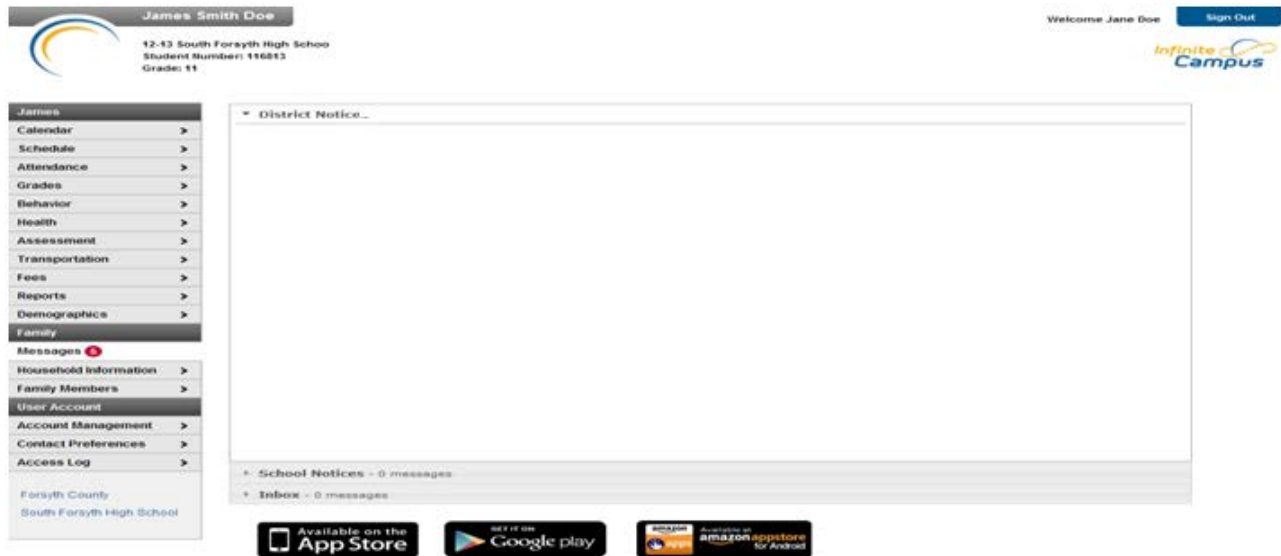
Infinite Campus Mobile Portal App Setup Instructions:

1. Download the Infinite Campus Mobile Portal App
2. District Name: **Forsyth**
3. Select a State: **Georgia**
4. Click on Search
5. Click on Forsyth County
6. Enter Username
7. Enter Password
8. Click on Login

Select student that you wish to view (if you have more than one student enrolled). Click on Select a Student and click on student's name.



The student that you selected will appear on your screen.



To update contact information for a student:

Select Family Members on the left hand side of the screen to update information for people that reside in your household. Click on update to update contact information.

James Smith Doe

Welcome Jane Doe [Sign Out](#)

12-13 South Forsyth High School
Student Number: 116813
Grade: 11

Infinite Campus

James

Calendar >

Schedule >

Attendance >

Grades >

Behavior >

Health >

Assessment >

Transportation >

Fees >

Reports >

Demographics >

Family

Messages >

Household Information >

Family Members

User Account

Account Management >

Contact Preferences >

Access Log >

Forsyth County

South Forsyth High School

Family Members

Documentation must be provided to your child's school in order to add/remove a guardian or guardian designation.

Household: Doe

Jane Doe

Cell Phone : (770)555-5555 Other Phone : (678)555-5555
Work Phone : (770)887-2461x312252 Email : testing1234@forsyth.k12.ga.us

[Update](#)

Jane's Relationships

Name	Relationship with Jane	Contact Order	Guardian	
John Doe	Spouse		No	Update
James Smith Doe	Mother/Son		Yes	Update

John Doe

Cell Phone : Other Phone :
Work Phone : Email :

[Update](#)

John's Relationships

Name	Relationship with John	Contact Order	Guardian	
Jane Doe	Spouse		No	Update
James Smith Doe	Father/Son		Yes	Update

James Smith Doe

Cell Phone : Other Phone :
Work Phone : Email :

[Update](#)

James's Relationships

Name	Relationship with James	Contact Order	Guardian	
Jane Doe	Mother/Son		Yes	Update
John Doe	Father/Son		Yes	Update

Select Demographics on the left hand side of the screen to update information for people that are Non-Household Contact for your child.

Click on update to update contact information for a contact.

- The screen below will appear when you click on update.

Update Contact for James Smith Doe

*** Denotes Required Field**

* First Name: <input type="text" value="Jimmy"/>	* Last Name: <input type="text" value="Doe"/>
Middle Name: <input type="text"/>	Suffix: <input type="text" value=""/>
* Gender: <input type="text" value="Male"/>	Email Address: <input type="text"/>
Cell Phone : (<input type="text" value="404"/>) <input type="text" value="555"/> - <input type="text" value="5555"/> x <input type="text"/>	Work Phone : (<input type="text"/>) <input type="text"/> - <input type="text"/> x <input type="text"/>
Other Phone : (<input type="text"/>) <input type="text"/> - <input type="text"/> x <input type="text"/>	Contact Order: ? <input type="text"/>
* Relationship between Jimmy and James : <input type="text" value="Grandparent/Grandchild"/>	
Is Jimmy a Legal Guardian to James? ? <input type="text" value="No"/>	
Comments: <input type="text"/>	

Click on Remove to remove a contact for your child.

- The screen below will appear when you click on remove.

Remove Contact - Jimmy Doe

This will remove the Non-Household Contact. Click Send Update to continue.

Comments:

Click on Add Contact to add a contact for your child. Be sure to add a contact phone number for this contact person.

- The screen below will appear when you click on add contact.

Add Contact for James Smith Doe ✕

** Denotes Required Field*

<p>* First Name: <input style="width: 90%;" type="text"/></p> <p>Middle Name: <input style="width: 90%;" type="text"/></p> <p>* Gender: <input style="width: 80%;" type="text" value="v"/></p> <p>Cell Phone : <input)="" <input="" style="width: 20%;" type="text" value=")"/> <input style="width: 20%;" type="text" value="x"/> <input style="width: 40%;" type="text"/></p> <p>Other Phone : <input)="" <input="" style="width: 20%;" type="text" value=")"/> <input style="width: 20%;" type="text" value="x"/> <input style="width: 40%;" type="text"/></p> <p>* Relationship between this person and James : <input style="width: 90%;" type="text" value="v"/></p> <p>Is this person a Legal Guardian to James? ? <input style="width: 80%;" type="text" value="v"/></p> <p>Comments: <div style="border: 1px solid gray; height: 30px; width: 95%;"></div> </p>	<p>* Last Name: <input style="width: 90%;" type="text"/></p> <p>Suffix: <input style="width: 80%;" type="text" value="v"/></p> <p>Email Address: <input style="width: 90%;" type="text"/></p> <p>Work Phone : <input)="" <input="" style="width: 20%;" type="text" value=")"/> <input style="width: 20%;" type="text" value="x"/> <input style="width: 40%;" type="text"/></p> <p>Contact Order: ? <input style="width: 80%;" type="text"/></p>
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Send Update
Cancel

To set your messenger preferences. Click on Contact Preferences. Check which messages you would like to receive and how you would like to receive them.

James Smith Doe

13-14 Lakeside Middle School
Student Number: 124198
Grade: 07

Welcome John Doe Sign Out

James

Calendar >

Schedule >

Attendance >

Grades >

Behavior >

Health >

Assessment >

Transportation >

Fees >

Reports >

Demographics >

Family

Messages >

Household Information >

Family Members >

User Account

Account Management >

Contact Preferences

Forsyth County
Lakeside Middle School

Message Contact Preferences

Email Address:

Secondary Email Address:

Instructions:

For each type of message (Emergency, Attendance, Behavior, General Notification, Priority Notification, Teacher) select how you prefer to receive that message.

You may select to receive a message on more than one device.
To change or add a phone number you will need to contact your school's administrative offices.

Please check the Text(SMS) check box if you would like to receive text messages sent by the school.

- If Text (SMS) option is enabled message and data rates may apply. Charges are dependent on your service plan which may include fees from your carrier to send and receive these text (SMS) messages.
- To opt out uncheck the text (SMS) box anytime.
- For support contact your district.

		Emergency	Attendance	Behavior	General Notification	Priority Notification	Teacher
Household Phone (678)555-5555	Voice	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Text (SMS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cell Phone (123)456-7890	Voice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Text (SMS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Phone (678)555-5555	Voice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Text (SMS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

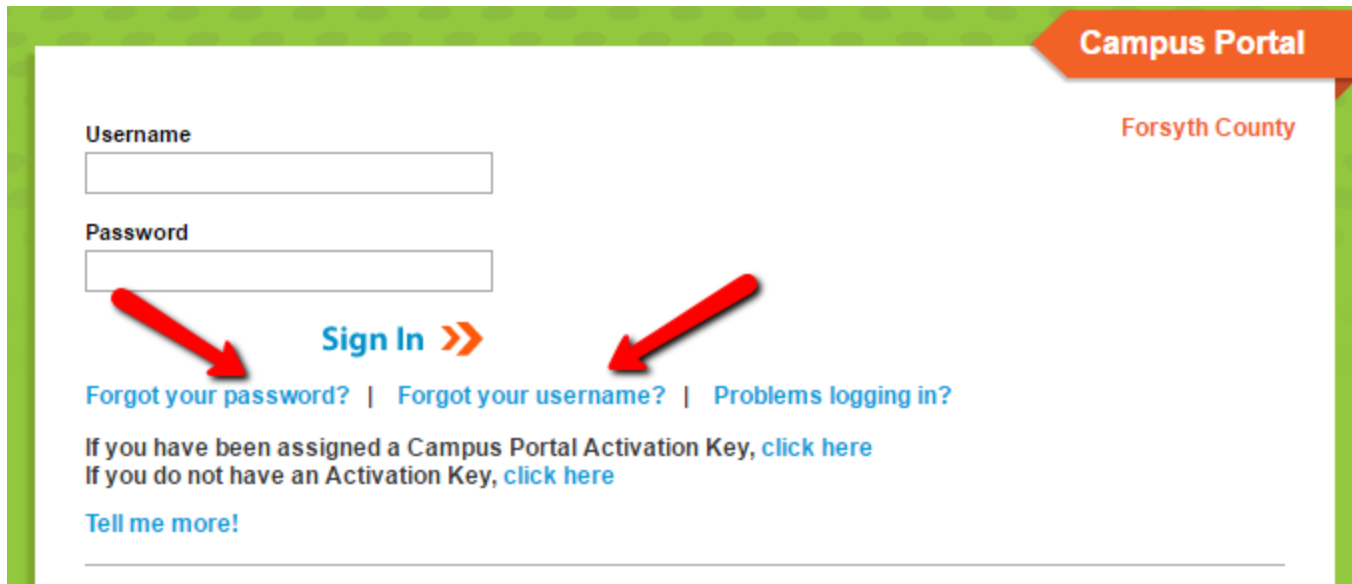
† Your district may send some communications in languages other than English, if you prefer to be contacted in a another language please specify your preferred language.

Preferred Language

Save

If you can't remember your username and/or password click on the

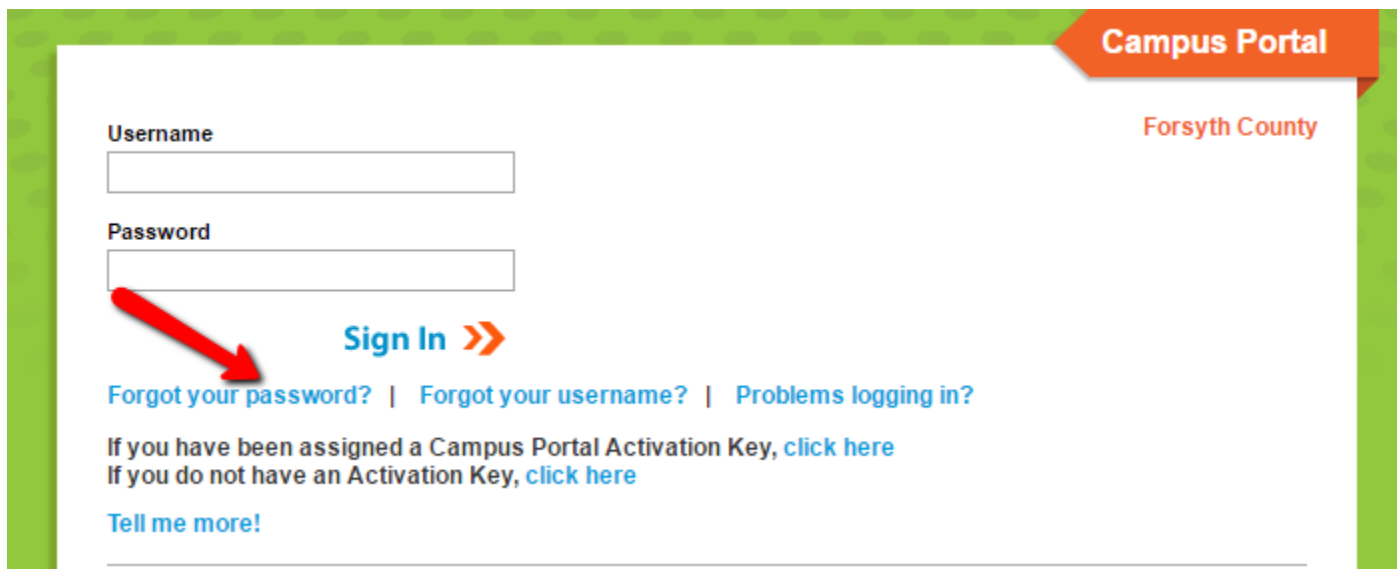
[Forgot your password?](#) | [Forgot your username?](#) | [button.](#)



The screenshot shows the Campus Portal login interface. At the top right, there is an orange banner with the text "Campus Portal" and "Forsyth County" below it. On the left, there are two input fields: "Username" and "Password". Below these fields is a blue "Sign In" button with two right-pointing chevrons. Two red arrows point from the "Sign In" button to the "Forgot your password?" and "Forgot your username?" links. Below the "Sign In" button, there are three links: "Forgot your password?", "Forgot your username?", and "Problems logging in?". Below these links, there are two lines of text: "If you have been assigned a Campus Portal Activation Key, [click here](#)" and "If you do not have an Activation Key, [click here](#)". At the bottom left, there is a link "Tell me more!".

Click on [Forgot your password?](#) OR [Forgot your username?](#)

If this option doesn't work you must go to your child's school or the Almon C. Hill Educational Center, Room #251 – Cindy Little (678-947-0863, ext. 312253 or clittle@forsyth.k12.ga.us), 136 Almon C. Hill Drive, Cumming, GA 30040 (Office Hours: Monday-Friday 8:00-12:00 or 1:30-4:30-Closed 12:00-1:30 daily) with your picture ID to have your account reset.



This screenshot is identical to the one above, showing the Campus Portal login interface. However, a red arrow points from the "Sign In" button to the "Forgot your password?" link.

Enter your username

Infinite Campus Transforming K12 Education®

Password Reset
Step 1 of 4

Please enter the following information to begin the process of resetting your password

Username

Check email on records for link to reset

Infinite Campus Transforming K12 Education®

Password Reset
Step 2 of 4

Check your email

Check your email and select the link included in the message to proceed.

Please contact Cindy Little (678-947-0863, ext. 312253 or clittle@forsyth.K12.ga.us or if you have questions or need further assistance with Parent Portal.



To access itslearning, please go to: www.forsyth.k12.ga.us
Click on itslearning under Quick Links

Once you have established your Parent Portal account, please follow Step 3 on the itslearning webpage.

FORSYTH COUNTY SCHOOLS

Forsyth County Schools

[Not from Forsyth County Schools?](#)

Log in with itslearning

Username

Password

Sign in

OR

A new window will appear if you are not already logged in

Log in with Student and Teacher Login

[Log in with itslearning](#)

Please click on Parent Login Support. This will initiate an email to a staff member to complete your itslearning account activation process. Upon activation you will receive an email to reset your itslearning password.

News

Account Information for Parents

Account Information for Parents

Itslearning and Parent Portal are two separate systems. To log into itslearning you must first have a Parent Portal account. If you do not have a Parent Portal account please follow the steps below to receive one. If you have a Parent Portal account but have not yet logged into itslearning, you may email dbauman@forsyth.K12.ga.us to request your itslearning password to be activated.

If you forgot your itslearning password, you may email dbauman@forsyth.K12.ga.us to request your itslearning password to be reset.

3. Parent Portal accounts created before 7:00 PM will be uploaded overnight into itslearning. The next day, return to this itslearning login page and send an email to dbauman@forsyth.K12.ga.us. This will initiate an email to a staff member to complete your account activation process. Upon activation you will receive an email to reset your itslearning password.

Please contact Cindy Little (678-947-0863, ext. 312253 or clittle@forsyth.K12.ga.us) if you have any questions or need further assistance with itslearning.