



Infinite Campus Parent Portal Instructions

1. Begin by clicking on the link to access the Franklin Square Parent Portal.

[Infinite Campus Portal Login](#)

**** If you already have a username and password proceed to step #7. ****

2. Choose: **Campus Parent**

FRANKLIN SQUARE UFSD

Log in to

Campus Student

or

Campus Parent

3. Choose: **New User**

FRANKLIN SQUARE UFSD

Google Staff Sign-On (SSO)

or

Parent Username

Password

Log In

[Forgot Password?](#) [Forgot Username?](#) [Help](#)

[Log in to Campus Student](#)

or

[New User?](#)

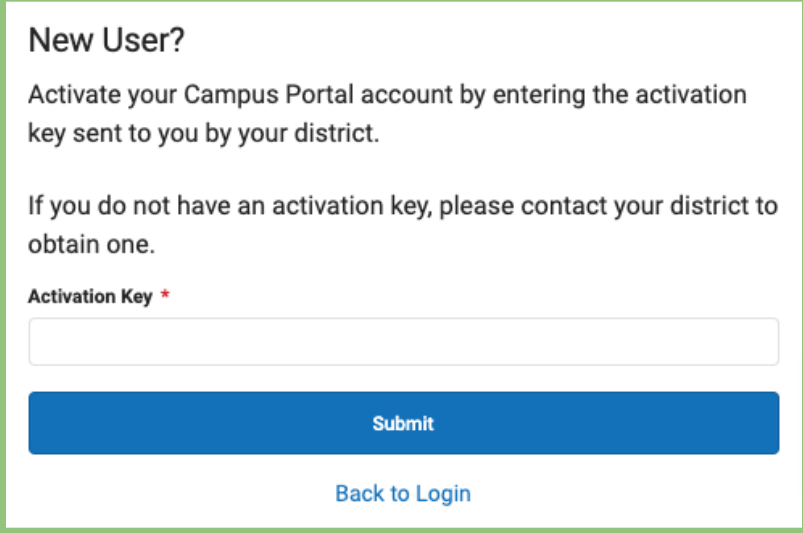
Campus Parent

Announcements

There are no district announcements.

4. **Enter your Activation Key** (emailed to you by the district) and press Submit.

****NOTE: USE CAPITAL LETTERS with the numbers. Always use the zero (0), not the letter “O” ****



New User?

Activate your Campus Portal account by entering the activation key sent to you by your district.

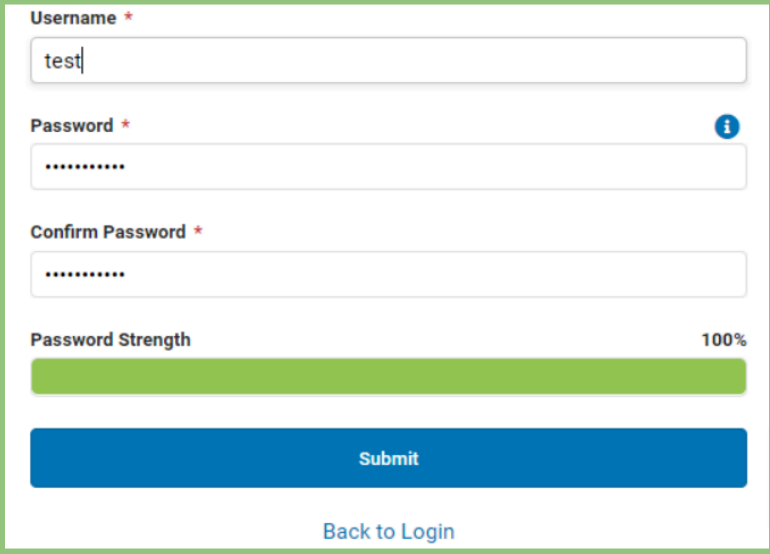
If you do not have an activation key, please contact your district to obtain one.

Activation Key *

Submit

[Back to Login](#)

5. **Create a username and password** for your portal account. Password strength must be 100%. Once a password has been entered, click “Submit”.



Username *

Password *

Confirm Password *

Password Strength 100%

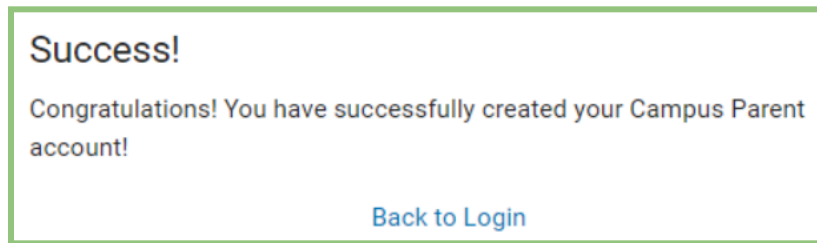
Submit

[Back to Login](#)

An example of a strong password: Fr@nk1n!

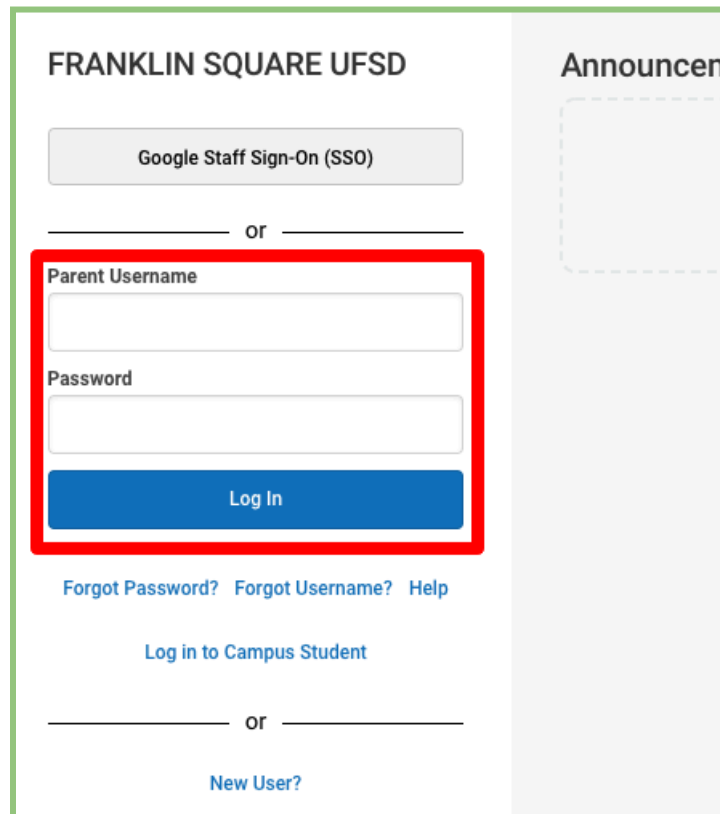
Reminder, it is important that you keep your access information private and do not share it with anyone.

6. Click: **Back to Login**



A white rectangular box with a green border. It contains the text "Success!" in bold, followed by "Congratulations! You have successfully created your Campus Parent account!". At the bottom right is a blue link that says "Back to Login".

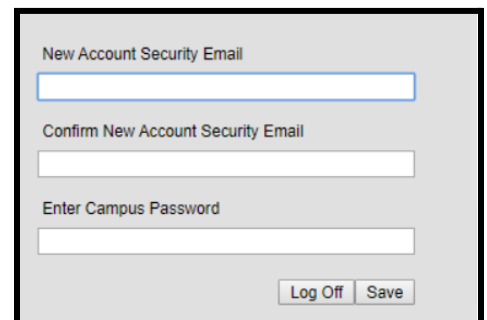
7. Once back on the Login page, enter your username and password that you created and Log In.



The login page for Franklin Square UFSD. It features a header with the school name. Below it is a "Google Staff Sign-On (SSO)" button. A separator line with "or" in the middle follows. The main login area is highlighted with a red border and contains fields for "Parent Username" and "Password", followed by a blue "Log In" button. Below the login fields are links for "Forgot Password?", "Forgot Username?", and "Help". Further down is a link for "Log in to Campus Student". At the bottom is another separator line with "or" and a link for "New User?". On the right side, there is a grey sidebar with the heading "Announcem" and a dashed box below it.

**** VERY IMPORTANT TO NOTE:** It will ask you to enter your email twice (on 2 lines) that you want to use if you forget your username or password. Then enter the new password that you just created for your account. Then hit save.

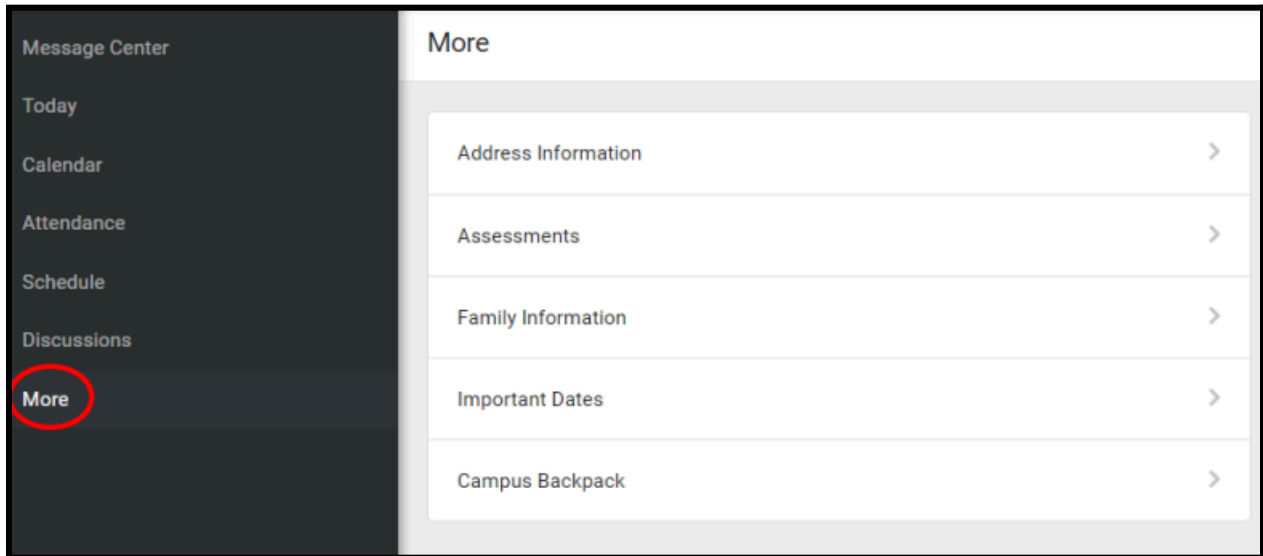
If you forget your username or password again, just click on forgot username or password & instructions should be sent to the email that you just set up. **



A form for setting up a new account. It has three input fields: "New Account Security Email", "Confirm New Account Security Email", and "Enter Campus Password". At the bottom right are two buttons: "Log Off" and "Save".

8. The portal's menu is located on the left side of your screen. You can use this to view information about your child's attendance, see messages from the district and find scheduling information.

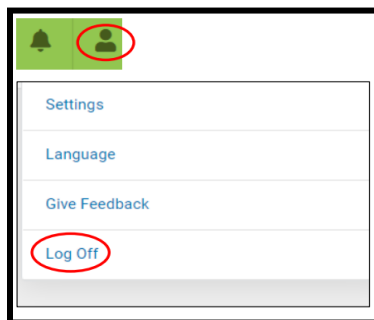
**** NOTE: If a tool is specific to a single student, such as Grades or Schedule, a student dropdown list displays in the top right corner. This dropdown list does not display tools that are not student-specific like Announcements and Payments. ****



Click on **More** to see additional choices.

- Choosing **Family Information** will allow you to update phone numbers and your email address. For name or address changes or corrections, call the Registration Office at 516-481-4100 EXT .3311
- Choosing **Campus Backpack** will display all your children's Report Cards or Progress Reports.

9. To **Log off**, go to the top right corner and select the person icon.



Need more assistance? Click [here](#) or email parenthelp@fsufsd.org