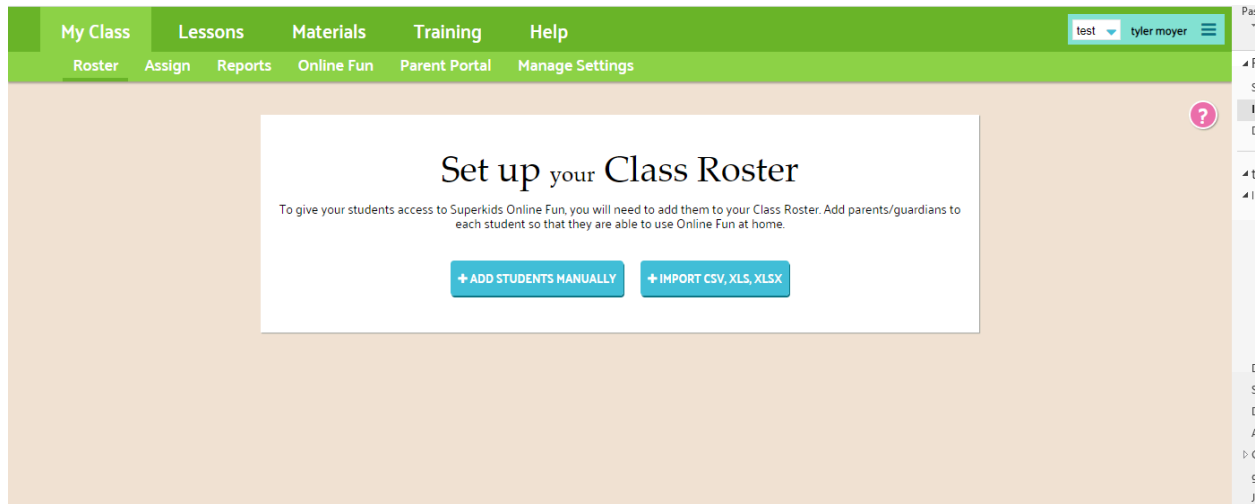


How to create Student and Parent accounts in Superkids

1. Once you sign into Super Kids click on **My Class** at the top and then **Roster**.
2. Then click the button that says add students manually.



3. Fill out all the fields be sure to use the students Student ID Number from PowerSchool. Then click the save and add to class button at the bottom.

A screenshot of the 'Create New Students' form in the Superkids application. The form is titled 'Create New Students' and has a 'Search Existing Students' tab. It contains two main sections: 'Student' and 'Parent/Guardian'. The 'Student' section has fields for 'Student First Name' (Jim), 'Student Last Name' (Bob), 'Student ID' (12345698), and 'Select a password' (bear). The 'Parent/Guardian' section has fields for 'First Name' (John), 'Last Name' (Jim), and 'Email' (techservices@norleb.k12.pa). There is a '+ Add Parent/Guardian' link and a '+ Create Another Student' link at the bottom.

4. Once you have done that the student's account should be created and the parent should receive an email asking them to set-up their parent portal account. They will need to set this up or they will not be able to sign their child into the application at home.