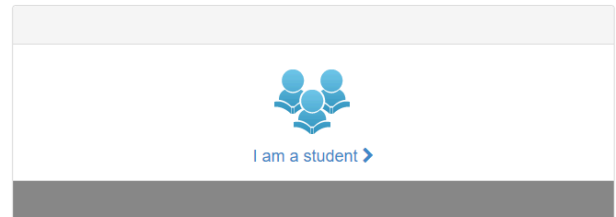
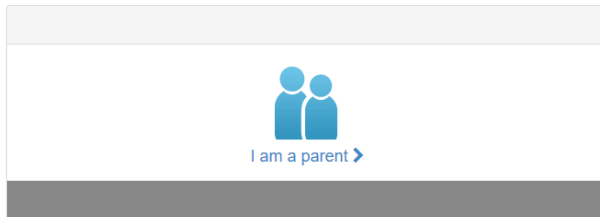


How do I Update Student Information in ParentVUE

1. Log into your ParentVUE account. [ParentVUE Link](#)
 - a. Click on I am a parent
 - b. Login with your User Name and Password

ParentVUE and StudentVUE Access

A login form titled "Login" for North Branch Public Schools #138. It includes fields for "User Name:" and "Password:". The password field has a "Forgot Password" link to its right. A blue "Login" button is centered below the fields. At the bottom right is a "More Options" link with a dropdown arrow. The footer contains language options: "English (011) | Hmong (020) | Spanish (045)".

2. Select your Child
3. Click on the "Student Info" tab along the left side of the screen
4. With the Child's Info Screen displayed - Press the "Edit Information" button located under your child's picture.
5. Edit the fields listed under the "Changed Value" column on the update screen called **Provide Changes to Student Information**.
6. Click "Save Changes" button located under your child's picture.
7. Repeat this process for each child enrolled in the district.

How Do I Update Parent Information in ParentVUE

1. Log into your ParentVUE account. [ParentVUE Link](#)
 - a. Click on I am a parent
 - b. Login with your User Name and Password

ParentVUE and StudentVUE Access



Login

North Branch Public Schools #138

User Name:

Password:

[Forgot Password](#)

Login

More Options ▾

English (011) | Hmong (020) | Spanish (045)

2. Click on the “My Account” tab.

 Instructions: Modify your account information below and press Update Account to apply the changes. To change your password click here: [Change Password](#)

3. Click the “Change Password” link to change your ParentVUE password.
4. Update the following items under the My Account tab
 - a. Update the Auto Notify area to select or unselect Attendance and Grades

Auto Notify: Check the events below for which ParentVUE will e-mail information to you when an event occurs for any of your children.

☒ Attendance

Notify me when my child is tardy or misses a class

☒ Grades

Notify me when my child's current term grades are posted

- b. Update Primary and Secondary email addresses
- c. Update Primary and Secondary phone numbers
- d. Press "Update Account" to apply the changes to your ParentVUE account immediately.
- e. Press "Cancel" to cancel all changes.

[Update Account](#) [Cancel](#)